

### Registration Form:

Complete registration form and mail or fax to the Archer & Greiner Marketing Department no later than Friday, April 2, 2010.

Mail: Archer & Greiner, P.C.  
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First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_  
Company: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

**Registration is complimentary.  
Form may be duplicated.**

Archer & Greiner, P.C.  
One Centennial Square  
Haddonfield, NJ 08033



ARCHER & GREINER, P.C.  
ATTORNEYS AT LAW

## LABOR AND EMPLOYMENT LAW UPDATE:

### Management Guidance for the Modern Workplace

*An Informative and  
Informal Business Breakfast*

Friday, April 9, 2010  
Forsgate Country Club  
Monroe Township, NJ  
(Near Exit 8A of NJ Turnpike)



## **Management Guidance for the Modern Workplace**

### **Date & Location:**

**Friday, April 9, 2010**

Forsgate Country Club  
375 Forsgate Drive  
Monroe Township, NJ  
(732) 521-0070  
(Near Exit 8A of NJ Turnpike)

*Directions can be found on [www.archerlaw.com](http://www.archerlaw.com)*

### **Agenda:**

8:00 - 8:45 a.m.	Registration, Continental Breakfast & Networking
8:45 -- 8:50 a.m.	Introduction
8:50 -- 9:25 a.m.	Employee Privacy Rights - In the Office and On-Line
9:25 -- 9:50 a.m.	Employment Record-Keeping in the Modern Workplace
9:50 -- 10:10 a.m.	Break
10:10 -- 10:35 a.m.	Family Leave Laws - In the Beginning and In the End
10:35 -- 11:00 a.m.	Benefits - Latest Changes to 401(k) Plans
11:00 -- 11:30 a.m.	Overtime From Anywhere?
11:30 -- 11:45 a.m.	Q & A Session

### **Topics:**

#### **Employee Privacy Rights - In the Office and On-Line - John P. Quirke, Esquire**

An employee's right to privacy under the law is ever-changing, as workplaces become more automated and less "physical." Get an up-to-date summary of what privacy rights your employees have, not just in their offices and cubicles, but when they use your computers for social networking, personal e-mails or surfing the internet. Find out how a company's "everything here is ours" policy may no longer be the best solution in the 21st Century workplace.

#### **Employment Record-Keeping in the Modern Workplace - Patrick J. Doran, Esquire**

With the proliferation of emails and text messaging, personnel matters are reduced to paper form less and less often. Find out the severe legal ramifications to an employer in an employment lawsuit if these personnel records and related communications cannot be retrieved electronically. Learn what experienced employment attorneys consider the best practices to avoid a court or a jury turning on your business because you or your staff deleted electronic evidence about your employees.

#### **Family Leave Laws - In the Beginning and In the End - Susan S. Hodges, Esquire**

Family leave laws present employers with perhaps their most difficult challenge, but many leave claims are mishandled when the leave period starts and then again when it ends. At the beginning, learn how to

train your management team on how to properly identify what is an FMLA claim, and then how to react to them. And, at the end, find out what to do to protect your business when an employee's FMLA time is exhausted and the employee is not ready to return to work.

#### **Benefits - Latest Changes to 401(k) Plans - L. Gerald Rigby, Esquire**

401(k) plans have become the retirement benefit "of choice" by most employers. Get the latest update on legal changes to managing your 401(k) plans, including conversions to ROTH plans and the possibilities of automatic enrollment of employees and annual plan testing.

#### **Overtime From Anywhere? - Alexander Nemiroff, Esquire**

Employers are very familiar with having to pay overtime when their non-exempt employees work more than 40 hours a week. But, do "electronic" hours outside the office count towards those 40 hours? Are your employees entitled to overtime for time spent away from their desks, checking their blackberries or remotely accessing their computers from home? Hear the latest guidance on this potentially new wave of wage and hour litigation, and learn how to best avoid what could be a Pandora's box of these claims.



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