

KLC PERSONNEL SUMMIT

MARRIOTT LEXINGTON GRIFFIN GATE GOLF RESORT & SPA
1800 NEWTOWN PIKE, LEXINGTON, KY, 40511

FEB. 3-4, 2025

Monday, Feb. 3

5:00 p.m. - 9:00 p.m. Registration

6:00 p.m. - 8:00 p.m. Reception

Tuesday, Feb. 4

8:30 a.m. - 9:00 a.m. Registration

9:00 a.m. - 12:00 p.m. Workplace Investigation Workshop (Breaks built in)

When the word “investigation” is used, people have the tendency to think of the interrogation room from a police television show. In the personnel arena, an investigation will look far different. This case study is designed to be a collaborative team effort to investigate fairly and exhaustively an ageism allegation in the workplace. Along with learning from colleagues, KLC will provide best practices and commonsense approaches so attendees can return home with the tools needed for future personnel investigations in their workplaces.

12:00 p.m. - 1:00 p.m. Lunch

1:00 p.m. - 2:00 p.m. Personnel 101

This presentation provides an overview of key employment laws that govern the workplace, including hiring practices, wage and hour rules, and anti-discrimination protections. Attendees will learn practical strategies for maintaining compliance and minimizing legal risks in day-to-day operations.

2:00 p.m. - 2:45 p.m. What Keeps You Up at Night

During this interactive session, attendees will have the opportunity to ask any questions related to personnel and to discuss issues that keep attendees “up at night.”

2:45 p.m. - 3:00 p.m. Break

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3:00 p.m. – 3:30 p.m.

Drug Testing in the Workplace

This presentation will explore the fundamentals of workplace drug testing, including legal considerations, best practices, and policy development. Attendees will gain insights into balancing safety, compliance, and employee rights in creating effective drug testing programs.

3:30 p.m. – 3:45 p.m.

Break

3:45 p.m. – 4:45 p.m.

Ethics for HR

Cities inspire public confidence when committing to operate as an ethical city. This session will cover the minimum requirements for ethics ordinances under KRS 65.003. Participants will also review best practices crafted to address common issues such as meeting attendance, social media, and annual meetings for the enforcement board.