

# DAC Employment Law & Supervisory Training

Java Dave's, Oklahoma City, Oklahoma

Thursday, September 27, 2007

Name \_\_\_\_\_ District # \_\_\_\_\_  
Title \_\_\_\_\_ County \_\_\_\_\_  
Employee ID # \_\_\_\_\_ OBA# \_\_\_\_\_  
(Required)

## Pre-Registration Deadline: September 18, 2007

This seminar is designed for all District Attorneys, Assistant District Attorneys, and Supervisory Personnel. In furtherance of DAC's goal of offering relevant and new and improved training opportunities, this training focuses on employment law and personnel issues that confront managerial staff on a daily basis. The training qualifies for 6 hours of CLE and 5.5 hours of supervisory training credit!

The first training session will begin promptly at 9 a.m. The training will conclude by 4:30 p.m. During the morning session, attendees will have the *option* of preordering lunch off of Java Dave's wonderful lunch menu to avoid the lunch crowd. Of course, attendees may also choose to dine elsewhere. A tentative agenda is attached.

This seminar is limited to the *first 70 registrants*. It is imperative that you register with Marcia Gingrich by September 18 at 5 p.m. so we know how many attendees to expect. While there will be no registration fee for employees of the statewide District Attorney system or the Attorney General's Office, we must know how many materials to copy.

**LOCATION** Java Dave's is located at the 10 N.E. 10<sup>th</sup> Street in Oklahoma City.

**LUNCH** Lunch is on your own. Attached is a Java Dave's Lunch menu.

**EXPENSES** Reimbursement for mileage will be provided by DAC for District Attorney employees pursuant to the State Travel Reimbursement Act.

**INFORMATION** Call Marcia Gingrich or Lee Cohlmiat at 1-405-264-5000.

**Return Registration to: The Oklahoma District Attorneys Council**  
Attn: Marcia Gingrich, 421 NW 13th Street, Suite 290  
Oklahoma City, OK 73103  
FAX: (405) 264-5099

