

ATTACHMENT B

U.S. Department of Labor Office of the Assistant Secretary for Administration and Management CIVIL RIGHTS CENTER Room N-4123 200 Constitution Avenue, NW Washington, DC 20210	CRC Information Bulletin No. 2006-1
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**TO: WORKFORCE INVESTMENT ACT (WIA) ADMINISTRATORS
STATE WORKFORCE AGENCY ADMINISTRATORS
JOB CORPS CONTRACTORS
JOB CORPS CENTER DIRECTORS
STATE WIA EQUAL OPPORTUNITY OFFICERS
STATE WORKFORCE AGENCY EQUAL OPPORTUNITY OFFICERS
SENIOR COMMUNITY SERVICE EMPLOYMENT GRANTEEES**

**FROM: ANNABELLE T. LOCKHART
Director
Civil Rights Center**

**SUBJECT: Announcement of the U.S. Department of Labor 2006 Annual National Equal
Opportunity Training Conference**

Purpose. This is to announce the opening of registration for the 2006 Annual National Equal Opportunity Conference, which is being held August 1–4, 2006 at the Marriott Crystal Gateway hotel, located at 1700 Jefferson Davis Highway, Arlington, VA 22202.

The national conference represents the Department’s positive efforts to provide compliance assistance to secure voluntary compliance with civil rights laws from financial assistance recipients. This most important event demonstrates the Department’s commitment to assisting its grantees administer workforce programs and activities in a manner that fosters equality of opportunity for all of our nation’s workers and job seekers. The overall objectives of the national conference are:

1. To enhance the knowledge of and provide a vehicle for educating workforce system’s equal opportunity and other workforce system professionals on applicable civil rights laws and regulations;
2. To provide solutions to help in the implementation of effective equal opportunity programs; and
3. To heighten awareness about current day issues in the ever-evolving world of civil rights.

This is the 17th consecutive year that the Department has hosted the conference. The 2006 conference occurs in partnership with the Equal Opportunity Committee of the National Association of State Workforce Agencies, Inc. (NASWA). This organization is the national

association of State agencies that administer Unemployment Insurance, Wagner-Peyser Act, labor market information, and in some States, Workforce Investment Act programs, in the 50 states, District of Columbia, Puerto Rico, and the Virgin Islands. The mission of NASWA is to strengthen the National Workforce Development System through advocacy, liaison, and information exchange. Over the past 17 years, the national conference has exploded with popularity, and has become a must attend event for workforce system professionals, particularly those with direct equal opportunity responsibilities. The conference is a significant learning experience, and represents the U.S. Department of Labor's commitment to assisting its grantees and contractors fulfill their equal opportunity and nondiscrimination obligations. In addition, the conference provides an important event for grantees and contractors to demonstrate their required obligation to support their Equal Opportunity Officers and staff. Each year, the conference is attended by workforce professionals that represent workforce programs at the national, State and local levels and include Job Corps, Employment Services, Unemployment Insurance Services, Migrant and Seasonal Farmworkers programs, Indian and Native Americans programs, Older Workers programs, and Workforce Investment Act (WIA) programs. The conference is designed for any workforce system professional. All workforce system Equal Opportunity Officers and persons with equal opportunity responsibilities are strongly encouraged to attend the conference.

Conference Highlights. The conference design features three (3) plenary sessions and 32 concentrated instructional and informational workshops. The workshops cover a broad range of current civil rights issues uniquely suited to helping equal opportunity professionals in the workforce system maintain their competencies and better equip them to administer effective equal opportunity programs. The workshops will have offerings that deal with all of the laws applicable to U.S. Department of Labor financial assistance recipients. Conference workshops will include skills-building classes on topics such as complaint investigative techniques and equal opportunity monitoring. There will also be workshops on the federal disability requirements, sexual harassment, Limited English Proficiency (LEP), religious activities, alternative dispute resolution, and promising practices in carrying out the Equal Opportunity Officer's responsibilities.

For the three plenary sessions, speakers have been invited that are top level leaders of the U.S. Department of Labor, U.S. Department of Justice, National Association of State Workforce Agencies, Inc., and other nationally recognized civil rights institutions. Workshop presenters will be experts in the field of civil rights.

Registration. The conference registration fee is \$400. In addition to the workshops and plenary sessions, the conference fee includes continental breakfast at the start of each day, mid-morning and mid-afternoon breaks, full lunches, and an evening partnership networking reception.

To register for the conference, simply follow the instructions on the registration form. Please limit one registrant for each registration form. The conference registration form is available on CRC's website <http://www.dol.gov/oasam/programs/crc/crcwelcome.htm>. Registration will begin April 20, 2006. The conference registration booklet will be mailed separately.

The conference registration fee may be made by purchase order, check, or money order. All payments are to be made payable to TATC:

TATC
2409 18th Street, NW
Washington, DC 20009
Re: DOL National EO Conference-August 1-4, 2006

Fax: (202) 408-8309
Federal Tax ID # 52-0893858

The conference will be held at the following location:

Marriott Crystal Gateway
1700 Jefferson Davis Highway
Arlington, VA
703-920-3230 (Local) or
1-800-228-9290 (Marriott Reservations)

Conference registrants must make their own hotel reservations. The hotel is guaranteeing a government rate of \$150 per night (plus local tax) on a first-come basis for room nights during July 31, 2006 through August 4, 2006. Upon request, the hotel has accessible rooms for individuals with disabilities and non-smoking rooms.

Action Required. All workforce system Administrators and Directors are strongly urged to authorize the attendance of their Equal Opportunity Officer(s) and other staff with equal opportunity responsibility. In addition, State-level WIA Administrators and Directors are also requested to petition their LWIA Boards and Directors to permit their Equal Opportunity Officers to attend the conference.

Inquiries. For information and assistance on any matter regarding the conference, please contact Vicky Best-Morris at (202) 693-6512 (voice), (202)693-6515 (TTY), or e-mail at best-morris.vicky@dol.gov.