## "AN ADA FOR THE 21ST CENTURY"

## **Trends and Possibilities**

## **Co-sponsored by the Florida Department of Transportation**

## Day One - Monday, April 11, 2016 - Morning General Sessions, Conference Program - Page 1

8:15 a - 9:00a	Continental Breakfast and Registration
9:00a - 9:30a	WELCOME  Phong Nguyen, MD, Association Chairman of the Board and Conference Coordinator  Dean Perkins, ADA Coordinator, Florida Dept of Transportation  John Wodatch, J.D., Association President & Deputy Assistant Attorney General (ret.), DOJ  Paul Hagle, Association Executive Director
9:30a - 10:30a (1 PA CEU)	DOJ KEYNOTE WHAT'S HAPPENING AT THE DOJ - A LOT!  DOJ announced it will be issuing the Notice of Proposed Rulemaking (NPRM) covering web accessibility for Title II (State and Local Governments) in January 2016.  Other important NPRMs will also be reviewed including defining an individual with a disability. DOJ will review new DOJ technical assistance programs and documents.  DOJ covers recent and important emerging ADA case law, issues and the work of DOJ with U.S. Attorneys offices throughout the U.S.  With the goal of avoiding litigation while assuring your ADA policies and decisions are up-to-date, we open the floor to your questions relating to best practices and how we can help you be your most effective in meeting your responsibilities.  Eve Hill, Esq *  Deputy Assistant Attorney General  Civil Rights Division, U.S. Department of Justice, Washington, DC
10:45a - 12:00p (2 PA CEU)	EEOC KEYNOTE  WHAT'S HAPPENING AT EEOC - A LOT!  This is an interactive session covering important issues such as harassment, retaliation, the interactive process, reasonable accommodations, leave policies and reassignment. An important update on new, significant ADA case law and Title I and II regulations from a practical point of view is also presented. This is the participants' opportunity to ask questions and to determine the impact the cases will have on their respective workplaces and the best practices that can be considered by employers.  Other discussions will include the newly issued EEOC guidance on LGBT Discrimination Protections, and Pregnancy-related ADA issues. The session will revolve around cases that are moving through the courts addressing issues such as GINA and other civil rights issues that impact the ADA and ADAAA.  Christopher Kuczynski, J.D., LL.M.  Acting Associate Legal Counsel & ADA/GINA Policy Director, Office of Legal Counsel, U.S. E.E.O.C., Washington, DC.
12:00p - 1:00p	LUNCHEON - NATIONAL INSTITUTE ON EMPLOYMENT ISSUES

## Day One - Monday, April 11, 2016 - General Sessions AFTERNOON Workshops Conference Program - Page 2

Time Periods	Workshop Synopsis			
1:00p - 2:00p <u>and</u> 2:15p - 3:15p ( 2 PA CEU )	THERE IS NO SUCH THING AS PUBLIC OPINION THERE IS ONLY PUBLISHED OPINION  This double session will continue to examine the recent settlements and Circuit Court decisions applying the rules and regulations of ADA and GINA. Participants are encouraged to ask questions about Title I rules and regulations as well as GINA (Genetic Information Nondiscrimination Act).  Christopher Kuczynski, J.D., LL.M. Acting Associate Legal Counsel, ADA/GINA Policy Director, Office of Legal Counsel, U.S. E.E.O.C., Washington, D.C.			
3:30p - 4:30p (1 PA CEU)	ADA Coordinators - A Perspective  You are your agency's/entity's/company's ADA Coordinator. The session will help you work within your organization to ensure you have the knowledge, funding, and resources - and buy-in - you'll need to succeed. Where do you start? How do you make progress? What do you need to know? What essential training and/or resources will you and your co-workers (and managers/supervisors) need? Who do you have to work with? How do you convince them that what you need to do is required, essential, and important?  Irene Bowen, Melissa Frost, Eve Hill, Chris Kuczynski, Jim Long, John Wodatch			

## You're Invited

Association President's and Board's Reception Tuesday, April 12, 2016, 4:45 PM

Semi-Annual Karaoke Night and Conference Attendee Get-Together Wednesday, April 13, 2016, 7:30 PM

(Donated First Prize of \$100, and three other donated prizes of \$30 each based on audience voting. All are WELCOME - singers, audience members, any participation is enjoyable - Come and meet your fellow participants in a relaxed setting.)

Snacks and Refreshments for All Participants at Both the Above Events

# Day Two - Tuesday, April 12, 2016 - Concurrent MORNING Workshops Conference Program - Page 3

Time Periods	Track	Workshop Synopsis			
8:15a - 9:00a		Continental Breakfast and Registration			
9:00a - 10:20a ( 1 PA CEU ea BASIC )  ( 2 PA CEU ea ADVANCED )		FOR PAs and PA Candidates only who have completed all three of the ADA basic sessions: There will be advanced workshops available for the next two consecutive sessions for the Access, Services & Design Track; Employment Track; and Higher Education tracks.			
	ACCESS, SERVICES, & DESIGN	ADA BASICS: THE FOUNDATION FOR THE NEXT 25 YEARS  The principles of the law remain steady and untouched after 25 years. We'll set the stage for the ADA's continuing evolution through new applications, by surveying the basics, broad coverage of people with disabilities, equal opportunity, reasonable modifications of policies, integrated setting, effective communication, accessible new construction and alterations, and program accessibility.  Mary Adams, Irene Bowen, Dean Perkins (Jack Catlin and John Wodatch to lead Advanced P.A. Access session)			
	EMPLOYMENT	ADA BASIS: WHEN THE GOING GETS TOUGH, THE TOUGH GET GOING What is it you are expected to do as an ADA Coordinator? What are your resources? What about documentation? These and other questions will be addressed in the initial track session, with insight being offered from those who have had the job, those who have the job, and those who oversee the job.  John Golom, Brian Nelson, Mary Jo O'Neill (Chris Kuczynski and Paul Hagle to lead advanced P.A. Employment session)			
	HIGHER EDUCATION	FUNDAMENTAL COMPLIANCE REQUIREMENTS FOR THE ADA COORDINATOR  This session will explain the basic requirements for an ADA Coordinator and provide practical suggestions for best practices to comply with the ADAAA and the DOJ Title II and Title III regulations. Learn how to determine the academic and technical elements of a department, program, and class and recognize requests for fundamental alterations. The session will also include a brief discussion of the 'undue financial or administrative burden' defense. The session will also address the distinction between testing entities covered by Title III, post-secondary institutions covered by Title II that may administer tests, and post-secondary institutions covered by Title III but not by Title II.  Michele Clopper, Melissa Frost  (Jim Long will lead the advanced P.A. Higher Education session)			
10:40a - 12 Noon ( 2 PA CEU's ea )	ACCESS, SERVICES, & DESIGN	ACCESS TO FACILITIES — MORE FUNDAMENTALS  What's really required in new construction and alterations of facilities? We'll explore the 2010 Standards, what they mandate, and how they apply to existing facilities (program accessibility). Learn about the accessibility standards for recreation facilities (covered for the first time by the 2010 Standards) and how to apply the safe harbors. As developments in society outpace regulation (electronic or moveable equipment, crumbling sidewalks and curb cuts, automated pedestrian signals), how do you comply when there are no standards?  Mary Adams, Dean Perkins			
	EMPLOYMENT	YOU CAN'T JUDGE A BOOK BY ITS COVER  What does the ADA actually say? What about the regulations? This session reviews the language of the law and the regulations, providing the framework for all of the decisions associated with ADA situations. Participants will also have the opportunity to hear from and ask questions of federal representatives who enforce the ADA.  John Golom, Brian Nelson, Mary Jo O'Neill			
	HIGHER EDUCATION	DOCUMENTATION AND THE INTERACTIVE PROCESS FOR THE ADA COORDINATOR  Learn how to effectively communicate with healthcare professionals to get the information you need including building a program to effectively serve students with sensory impairments and evaluating requests for temporary conditions such as: accommodation for pregnancy and related conditions or concussions. From Athletics to Extracurricular Activities this discussion will aid you in leaning how to access and provide interim accommodations for disabilities including those of uncertain duration.  Michele Clopper, Melissa Frost, Jim Long, Phong Nguyen			
12:00 - 1	L:00p	LUNCHEON - NATIONAL ASSOCIATION OF ADA COORDINATORS			

Time Periods	Track	Workshop Synopsis			
1:00p - 2:00p (1 PA CEU ea )	ACCESS, SERVICES, & DESIGN	REASONABLE MODIFICATIONS TO POLICIES  Changes in our society mandate new approaches to one of the ADA's basic tenets: the requirement to make reasonable modifications to policies and practices. Again, we'll cover the basics. Then we'll see how this requirement applies to topics such as service dogs and miniature horses, mobility devices like Segways, voting, emergency preparedness, and health care.  Irene Bowen, Jack Catlin, John Wodatch			
	EMPLOYMENT	A CHAIN IS ONLY AS STRONG AS ITS WEAKEST LINK  An employer's policies help shape the employer's culture. Unfortunately, some employers forget that the lack of a policy or strict adherence to an inflexible policy can result in ADA complaints. This session focuses on sound, defensible plans and how flexibility can save employer's both time and money.  John Golom, Chris Kuczynski, Brian Nelson, Mary Jo O'Neill			
	HIGHER EDUCATION	HOUSING, SERVICE ANIMALS, CLINICAL AND STUDY ABROAD: IMPLEMENTING EFFECTIVE ACCOMMODATIONS  This session will distinguish when you may charge the higher scale single room rate for a student occupying a double room, food service accommodations, assistance animals (service animal v. emotional support), mobility devices and emergency preparedness. Title II and III also require that accessibility extend beyond the classroom. This discussion will highlight legal requirements and best practice for accessibility in clubs, clinical settings, and study abroad.  Michele Clopper, Melissa Frost, Jim Long			
2:15p - 3:15p (1 PA CEU ea )	ACCESS, SERVICES, & DESIGN	THE GOOD, THE BAD, AND HOW UGLY IS THAT?  The wait is over! Return with us to vivid, big screen examples of compliant, effective accessibility and big FAILS. This ever-popular session often brings participants out of their seats to point to problems in the photos displayed on the screen by our esteemed architects. See new examples gathered from the architects' broad-ranging projects and travels, of tried-and-true approaches, and creative or colossal failures. You can hope that the vivid ugliness of some of the sights will fade after Karaoke night.  Mary Adams, Jack Catlin, Dean Perkins			
	EMPLOYMENT	THERE'S NO TIME LIKE THE PRESENT  This session provides the opportunity to hear directly from the EEOC. Speakers will address the recent Wellness Program Guidance, as well as discussing GINA issues, establishing employment standards and conducting pre-employment testing.  John Golom, Paul Hagle, Chris Kuczynski, Brian Nelson, Mary Jo O'Neill			
	HIGHER EDUCATION	With Veterans rapidly becoming an increasing percentage of the student body in post-secondary education, the importance of meeting their needs is ever-increasing. This session includes a comprehensive review of common Veteran issues and discusses best practice for effectively accommodating their complex needs.  Michele Clopper, Melissa Frost, Jim Long			
3:30p - 4:30p (1 PA CEU ea)	ACCESS, SERVICES, & DESIGN	WHAT IS PROGRAM ACCESSIBILITY?  You've heard it before: Providing program access means ensuring that each 'program or activity' 'as a whole' is 'accessible in its entirety' to people with disabilities. But what does each of those terms mean? For example, how many accessible parks in a county will be 'enough' for program access? We'll examine access to existing facilities in several areas, such as parks, pools, and correction facilities, and the limitations on the obligation.  Irene Bowen, Jack Catlin, John Wodatch			
	EMPLOYMENT	YOU CAN'T ALWAYS GET WHAT YOU WANT Information from healthcare providers can be both enlightening and frustrating. Participants in this session will hear directly from a physician who is frequently asked to complete ADA, FMLA and other medical questionnaires. Learn first-hand what you may or may not get from a treating physician.  John Golom, Chris Kuczynski, Brian Nelson, Phong Nguyen, Mary Jo O'Neill			
	HIGHER EDUCATION	CROSSROADS OF THE ADA AND TITLE IX  Overlapping issues between disability and other concerns including cultural diversity, athlete requests, and modifications requested for Title IX issues, international students and confidentiality will also be discussed.  Michele Clopper, Melissa Frost, Jim Long			

# Day Three - Wednesday, April 13, 2016 - Concurrent MORNING Workshops Conference Program - Page 5

Time Periods	Track	Workshop Synopsis			
8:15a - 9:00a		Continental Breakfast and Registration			
	ACCESS, SERVICES, & DESIGN	SELF-EVALUATIONS  Can you find your agency's self-evaluation? When did you do one? Do you know what the Federal ADA regulations require for ensuring that your agency's programs are accessible and what goes into a successful transition plan, and when plans should be updated? Understand the theory and how to put it in place.			
		Mary Adams, Irene Bowen, Jack Catlin			
9:00a - 10:20a ( 2 PA CEU's ea)	EMPLOYMENT	ACTIONS SPEAK LOUDER THAN WORDS  The heart of the ADA rests in its requirement that employers provide reasonable accommodations. This session focuses on how an employer establishes essential functions, what it means to be qualified for a position, using health care provider documentation, and the claim of undue hardship.			
		John Golom, Brian Nelson, Mary Jo OʻNeill			
	HIGHER EDUCATION	THE LEGAL YEAR IN REVIEW  Recent case law and OCR settlement agreements will demonstrate the requirements for campus accessibility compliance.			
		Melissa Frost, Jim Long			
	ACCESS, SERVICES, & DESIGN	TRANSITION PLANNING - IT'S NOT JUST THEORY - PART 1  Learn transition planning by example and by doing. First we'll review the ADA regulation's requirements. Then our architects will give you some examples to work from and walk you through the analysis and completion of a brief transition plan for three buildings. Working with a small group, you will take a detailed but short listing of barriers and consider your program access obligations. Stick around for Part 2.			
		Mary Adams, Jack Catlin, Dean Perkins, Jim Terry			
10:40a - 12 Noon ( 2 PA CEU's ea)	EMPLOYMENT	PRACTICE MAKES PERFECT  Continuing the discussion from earlier in the morning, this session focuses on the interactive process and providing specific accommodations in unique situations. The scenario-based analysis will provide participants with the opportunity for questions and proposing solutions.			
		John Golom, Paul Hagle, Brian Nelson, Mary Jo O'Neill			
	HIGHER EDUCATION	CODE OF CONDUCT: NON-DISCRIMINATORY APPLICATION  This scenario-based session will present the best policy and practice essentials to address conduct issues including distinguishing between academic and conduct dismissal, the importance of threat assessment, and readmission. Learn to identify those who are 'not otherwise qualified' and to recognize the possible overlap between disability and Title IX issues.			
		Michele Clopper, Melissa Frost, Jim Long			
12:00p-	1:00p	LUNCHEON - NATIONAL ASSOCIATION OF ADA COORDINATORS			

Time Periods	Track	Workshop Synopsis		
1:00p - 2:00p ( 1 PA CEU ea )	ACCESS, SERVICES, & DESIGN	TRANSITION PLANNING - MAKE IT SO PART II  Back with your group, you'll finish the analysis. Each group will think creatively, budget and schedule the work based on your financial limitations, and create a short transition plan for those buildings. You'll apply the Federal requirements through a practical, common sense example all in less than three hours.  Mary Adams, Jack Catlin, Dean Perkins, Jim Terry		
	EMPLOYMENT	THERE'S NO SUCH THING AS A FREE LUNCH  How does an employee's disability affect the way an employer responds to issues of misconduct? What about problematic performance? This sessions discusses the interplay between the ADA and an employer's efforts to balance its efforts in addressing employee issues.  John Golom, Paul Hagle, Brian Nelson, Allison Nichol, Mary Jo O'Neill		
	HIGHER EDUCATION	Every college and university must create and publish a grievance process to ensure the prompt, equitable resolution of ADA complaints. This session will present the essential elements of compliance together with recent examples of what to do, and what not to do. Bring your policy to compare with the elements presented  **Michele Clopper**, Melissa Frost, Jim Long**		
2:15p - 3:15p ( 1 PA CEU ea )	ACCESS, SERVICES, & DESIGN	EFFECTIVE COMMUNICATION  When do you need to provide a sign language interpreter? What auxiliary aids work in what circumstances? When is a burden undue and who makes the decision? Renew an understanding of the basics and hear what the most persistent issues are today for public entities.  Irene Bowen, John Wodatch		
	EMPLOYMENT	BEAUTY IS IN THE EYE OF THE BEHOLDER  The little-talked about provisions of the ADA can be as important as the well-known provisions. This session focuses on the 'regarded as', 'record of', and 'association with', provisions of the ADA. We'll also discuss the 'direct threat' provision and its place in the accommodation process.  John Golom, Paul Hagle, Brian Nelson, Allison Nichol, Mary Jo O'Neill		
	HIGHER EDUCATION	EFFECTIVE USE OF ASSISTIVE TECHNOLOGY - Part 1  Academic Adjustments must be effective and this can be challenging particularly in math, science, and other visual or auditory class work. OCR letters and recent Court decisions explain the 'best ensure' standard. Learn how Assistive Technology will help you implement the 'best ensure' standard on your campus.  Michele Clopper, Melissa Frost, Jim Long, Kara Zirkle		
	ACCESS, SERVICES, & DESIGN	COURTS: APPLYING THE PRINCIPLES  Using the courts as an example, we'll learn how to navigate the complexities of the ADA in a particular context. Whether it's ensuring accessible facilities, making necessary modifications to policies or practices, or providing effective communication to lawyers, jurors, witnesses, or spectators, making the court system accessible runs the gamut of all ADA issues.  Mary Adams, Irene Bowen, Jack Catlin, Jim Terry, John Wodatch		
3:30p - 4:30p ( 1 PA CEU ea )	EMPLOYMENT	DON'T BITE THE HAND THAT FEEDS YOU  The DSM V changed the way mental health professionals respond to issues of mental illness. This session reviews the increase in mental health diagnoses and how the workforce is responding. Accommodation needs and specific resources will be explored.  John Golom, Paul Hagle, Brian Nelson, Phong Nguyen, Mary Jo O'Neill		
	HIGHER EDUCATION	EFFECTIVE USE OF ACCESSIBLE TECHNOLOGY - Part 2  This session will explore ideas for campus technology initiatives, committees, policy, training and implementation to bring accessibility to every technology level. Practical guidance and innovative examples for effective communication, homework, and testing challenges will be presented. Tools for Web and online course work compliance will also be demonstrated.  Michele Clopper, Melissa Frost, Jim Long, Kara Zirkle		

### SEMI-ANNUAL KARAOKE CHALLENGE AND GET TOGETHER

7:30 PM - goodies and refreshments for all participants - DONATED PRIZES

For those of you who don't want to sing - come and enjoy the entertainment provided by those who will make you smile, and applaud for your favorites. Maybe you will hear the next "Voice".

## Day Four - Thursday, April 14, 2016 - Concurrent MORNING Designated Sessions Conference Program - Page 7

Time Periods	Time Periods Track Workshop Synopsis			
8:15a - 9:00a		Continental Breakfast and Registration		
	ACCESS, SERVICES, & DESIGN	YES, YOU NEED TO GET THERE FROM HERE  An updated session will include discussing new standards, technical assistance and proposed guidelines for transportation facilities, we'll get to the highlights of the Guidelines for Accessible Public Rights of Way, current Standards for Transportation Facilities covering street crossings, curb ramps & detectable warnings, construction & alternate routes; and outdoor developed areas, trails & shared use paths. We'll also discuss the DOJ-DOT Joint Technical Assistance on resurfacing; alterations vs. maintenance.  Irene Bowen, Dean Perkins		
9:00a - 10:20a ( 2 PA CEU's ea)	EMPLOYMENT	NECESSITY IS THE MOTHER OF INVENTION  We often hear of sexual harassment claims, but harassment claims happen with individuals with disabilities, too. This session explores disability harassment claims and helps participants understand the concepts of 'hostile work environment' and 'disparate treatment'.  John Golom, Paul Hagle, Brian Nelson, Allison Nichol, Mary Jo O'Neill		
	HIGHER EDUCATION	HOW DOES YOUR CAMPUS MEASURE UP? PHYSICAL CAMPUS ACCESS UPDATE Students, the accessibility office, faculty and staff, each play an important role in providing accessibility. This session will describe the basic necessary components of campus physical access including the importance of the mutual facets of the interactive process, addressing complaints for those with disabilities such as what constitutes a complaint? Who knew about it? When? We will also look at training faculty and staff to recognize complaints, campus collaboration including initiatives, committees and policy that will turn your transition plan into an accessible integration plan for universal design.  Jack Catlin, Michele Clopper, Melissa Frost, Jim Long		
10:40a - 12 Noon ( 2 PA CEU's ea)	ACCESS, SERVICES, & DESIGN	It seems that law enforcement, whether at the local or state level, is not aware of the need to comply with the regulations. There has been an increase in suits, settlement agreements, memorandums of agreement and findings by state and federal enforcing agencies against sheriff's offices, police departments, jails and prisons. These sessions will highlight cases brought under Title II (and other legislation) as they relate to law enforcement, explain what a program is, training considerations unique to policing, jail and prisons, disability-based behavior confused for criminal acts, and the use of sign language interpreters. The "standard" programmatic access issues and solutions may not work in the criminal justice setting. We will clarify how to attain access without jeopardizing public or officer safety.  (PART TWO IS A CONTINUATION FROM 1:00 pm - 2:00 pm, in addition to the other scheduled Thursday Afternoon General Sessions.)  Michael Sullivan, Irene Bowen, Allison Nichol, John Wodatch		
	EMPLOYMENT	ALL GOOD THINGS MUST COME TO AN END  After a brief review of service animal/emotional support animal guidelines, this session is for participants to ask all the questions still on their minds that may not have been addressed in the structured sessions. It will also be the time to review a number of ADA scenarios and explore options for solutions.  John Golom, Paul Hagle, Brian Nelson, Mary Jo O'Neill		
	HIGHER EDUCATION	ACCESSIBLE INTEGRATION (TRANSITION) PLANNING FOR UNIVERSAL DESIGN  This session will take the basic necessary components of campus physical and program access and then explore campus collaboration including initiatives, committees, policy, and training to turn your transition plan into an accessible integration plan for universal design. Learn these effective strategies to ensure that every campus event from ticketing and seats to accessible routes, sign language interpreters to emergency evacuation is accessible.  Michele Clopper, Melissa Frost, Jim Long		
12:00p-1:00p		LUNCH - MEDICAL EDUCATION DEVELOPMENT AND INTERNATIONAL CONSULTING (MEDIC)		

## DAY FOUR - THURSDAY, April 14, 2016 - AFTERNOON GENERAL SESSIONS Conference Program - Page 8

Time Periods	Designated Sessions - All Participants
1:00p - 2:00p ( 1 PA CEU )	CURB CUTS, SIDEWALKS, AND THE REST: HOW DO WE PLAN AND COMPLY WITHOUT 'STANDARDS'?  The courts are reminding us that public entities must ensure access to their programs and activities even when there are no specific 'standards' in a particular area. DOT is now requiring state transportation agencies to strengthen their transition plans and address areas where no federal standards have been proposed: curb cuts, sidewalks, pedestrian signals, and connections to bus stops. This session reviews the increasing body of case law and settlements bringing about concrete change to intersection curbs, sidewalks, and on-street parking, along with federal guidance and recommended approaches.  Mary Adams, Irene Bowen, Dean Perkins  Please note: There will also be PART TWO of LAW ENFORCEMENT at this time with Michael
	Sullivan, Allison Nichol, and John Wodatch
2:15p - 3:15p ( 1 PA CEU )	PROJECT CIVIC ACCESS: IT'S BACK AND RE-INVIGORATED  During 15 years of its comprehensive reviews of cities, towns, and counties, DOJ entered into more than 200 formal settlement agreements, expanding their reach to sidewalks and curb cuts, websites, and emergency preparedness. But then DOJ entered into no agreements from August 2013 through the end of 2014. Now Project Civic Access (PCA) is back, with 15 agreements in the first 11 months of 2015. Learn how the reviews start, what DOJ looks for, and the new requirements that are being placed on public entities.  Mary Adams, Irene Bowen, John Wodatch
3:30p - 4:30p ( 1 PA CEU )	INFORMATION ACCESS IN THE ELECTRONIC AGE  Websites, e-mail, e-readers, kiosks, digital formats of materials, videos - this is how we communicate now, but how do we make it all accessible without specific regulations? Again, the courts remind us that compliance with the law is mandated even without official rules from the agencies. We'll survey the latest in proposed rulemaking as well as industry standards and good practices, and help you learn how to plan for equal access for people with all kinds of disabilities.  Irene Bowen, Melissa Frost, Dean Perkins, John Wodatch, Kara Zirkle

## Have a safe trip home!

Now is the time to plan for the Association's 56<sup>th</sup> National ADA Conference San Diego, CA, October 17 - 20, 2016 (Alternate date 10/24 - 27/16 - subject to location availability considerations) Must Pre-Register

### **NO Registrations Accepted at the Door**

### Conference information includes Early Bird Discount

EARLY BIRD, full conference, registration fee (\* see below) available if registration and payment, by credit card or check only, is received by the Association, no later than February 12, 2016. (No exceptions)

If three or more participants from the same entity wish to register and pay in full at the same time, please call for special registration rates.

To RESERVE your space, please FAX this completed registration form to: (877) 480-7858, OR scanned PDF copy to NIEIEMAIL@aol.com Regular registrations must be paid in full and received no later than March 24, 2016, or space/materials will be not reserved. For information, please call 888-679-7227 and leave message with your contact number and best time to contact you.

Mail registrations and make payments to: National Association of ADA Coordinators, P.O. Box 958, Rancho Mirage, CA 92270

### CONFERENCE AND HOTEL INFORMATION

The conference is being held at the Hilton Tampa Airport Westshore. 2225 North Lois Ave., Tampa, FL 33607. Complimentary shuttle provided from/to Tampa International Airport. Hotel self-parking and guestroom Internet are complimentary. Participant is responsible for making own lodging reservation. Credit card guarantee is required. The Association has negotiated a special conference rate from three days before/after the conference at a per room rate of \$125.00 per night, plus taxes (single/double) if reserved by 3/20/2016, provided room block has not been sold out. To make lodging reservations call Hilton reservations at 800-445-8667, or the hotel at 813-877-6688; and mention you are attending the National Association of ADA Coordinators conference. Persons with disabilities: Please make requests for any sleeping room accommodations at the time you reserve room.

In order to participate in the training, I have need of:

(The Association must know of accommodations required for training no later than 3/11/2016. If an assistant attends, the person must register, attend same conference workshop sessions as person requiring the accommodation, and pay \$325 per day to cover costs of food and materials.) materials.)

### JOIN or RENEW YOUR ASSOCIATE STATUS

The Association offers many benefits including reduced rates for workshops/conferences, a bi-monthly newsletter, an annual Associates' Directory for networking purposes, and a lapel pin. To join, complete contact information, check appropriate associate box below and include your fee. If you join or renew and pay the first year dues at the time of registration, you can attend the conference at the Associate's rate.

> [ ] Individual Associate - \$195; [ ] Organization Associate - \$345

See our web site (www.askJAN.org/NAADAC) for updated information on the Professional Associates (PA) Program: You must include a completed copy of the PA application form found on the web site and include an additional one-time [ ] \$125 application fee per application, to become a participant in the Association's Professional Associate program.

### **CONFERENCE REGISTRATION**

Rate includes hosted continental breakfast(s), breaks, & luncheon(s) for Mon thru Thurs. (Federal Tax Number is 33-0595554, nonprofit 501(c)(3) corporation) ASSOCIATE - Daily Only Rates - NON-ASSOCIATE **Conference Dates** 

Mon. 4/11/16 [ ]\$575 []\$675 Tue. 4/12/16 Wed. 4/13/16 [ ]\$575 []\$675 [ ]\$575 [ ]\$675 [ ]\$675 Thur. 4/14/16 [ ] \$575

All Four Days of the Conference

ASSOCIATE - Full Conference After 2/12/2016 [ ] \$1,995

\* ASSOCIATE - Early Bird by 2/12/2016 [ ] \$1,895

NON-ASSOCIATE - Full conference after 2/12/2016 [ ] \$2,595

\* NON-ASSOCIATE - Early Bird by 2/12/2016 [ ] \$2,395

You must be either a current, up-to-date Associate to register at the Associate rate. ANY CANCELLATION must be in writing to us no later than 04/2/2016 (no exceptions) and is subject to a processing fee of \$575. Remaining balance, after processing fee is deducted for any cancellation on or after 4/2/2016, can only be applied to the Association's Fall 2016 or Spring 2017 national conferences. There are no refunds or credits for any no-shows on or after 4/6/2016.

### **TOTAL AMOUNT and METHOD OF PAYMENT**

	[ ] Visa/MasterCard [ ] Amex [ ] Check
Cardholder:	
Card number:_	
-	Total Amount: \$ processed for the Association by conference planner will show

the words National Institute on Employment Issues - NIEI on your statement) A copy of a fully *approved* purchase order by your organization *must be* received with registration form(s) no later than 3/24/2016, and be accepted and invoiced by the National Association of ADA Coordinators or space will not reserved. Any P.O. must be paid within ten days after the conference or an additional charge of \$100 may be applied.

### PARTICIPANT/ASSOCIATE INFORMATION

Name:		Ttle:		
PLEASE ENTER: Conference trac	k of greatest interest to you:		(	If left blank, ACCESS Track entered)
Organization:				
Address:		City:	<b>s</b> ate:	Zip:
Phone:()	FAX:()	Email:		
May we list you	ur amail in the conference	narticinant list for networking	nurnoses? Please cir	cle: Ves No

May we list your email in the conference participant list for networking purposes? Please circle:

(WEB0416) Signature Required: Date Approved: \_\_\_\_\_