Richmond

A Chapter of the Association of Legal Administrators

October 2019 Member Meeting

Minutes

Willow Oaks Country Club

Tuesday, October 22, 2019
Noon-1:30 pm

Welcome everyone. Thanks to Willow Oaks Country for hosting our luncheon and Kendall Ruby for coordinating with our speaker Karen Elliott.

Thank our meeting sponsors:

- JLL
- Lexis Nexis

Introduce and Thank Business Partners:

1.	DeAnn Pangburn	Atlantic Union Bank	Platinum Business Partner
2.	Liz Coleman	Prime Legal	Gold Business Partner
3.	Christina Tommasino	Prime Legal	Gold Business Partner
4.	Kay Larkin	Seltek	Gold Business Partner
5.	Lonnie Karnes	Seltek Technology Solutions	Gold Business Partner
6.	Donna Baird	Lexis Nexis	Bronze Business Partner
7.	Steve Harler	DPS/Reliable Payments	Bronze Business Partner
8.	TBD Guest	DPS/Reliable Payments	Bronze Business Partner
9.	Muscoe Garnett	JLL	Bronze Business Partner
10.	Charlie Polk	JLL	Bronze Business Partner
11.	Graham Hatch	Mode 5	Bronze Business Partner

Are there any other business partners?

Guests:

- David Dabbs - Spotts Fain PC
- Jeanna Day - ThompsonMcMullan
- Melanie M. Lee, Esq. - Lee Law Firm
- Katheryn Belanger - Hirschler

Announcements:

- **November 13 (Wednesday) –** Platinum Social – Hotel Greene -“Highfalutin’ Mini Golf” - 6:00-8:00 pm
- **November 20 (Wednesday)** – Manners Matter: Your Secret Weapon for Business Success – Liz Bryant – Hunton Andrews Kurth – Noon (parking paid)
    - Vote on bylaws change at this meeting
- **December 12 (Wednesday)** – Holiday Luncheon – The Jefferson
    - Ask group about changing the location in 2020 to Fleming’s?

- **January 23 (Thursday)** – Ruth's Chris Steakhouse
- **Looking for new Board and committee chair volunteers**

Meeting Sponsor Introduction/Raffle:

- **Lexis Nexis – Donna Baird**
  - Amazon Gift Card & Coffee Mug – Maryann Hartzell
- **JLL** – **Muscoe Garnett**, Vice President, Brokerage
  - Gift Cards
    - $25.00 – Tracy Puritz
    - $50.00 – Kendall Ruby

Presentation – Pay Equity Gaps & Audits

Speaker: **Karen Elliott**

About Our Speaker and Introduction

Karen Elliott is a partner with Eckert Seamans Cherin & Mellott where she leads the firm's Virginia employment practice. She works with clients of all sizes, from start-ups to the Fortune 1,000 in industries ranging from nursing homes, physician practices and health and rehab centers to travel and entertainment, fast food and retail. She counsels and represents clients in investigation and defense of EEOC, DOL and NLRB charges, drafting of employment contracts, handbooks and drug policies, providing coaching for terminations and management training for litigation and union avoidance. She works closely with clients to determine proper classification under the wage and hour laws, as well as whether or not the client's independent contractor arrangements meet state and federal guidelines. She also advises clients and litigates issues relating to the numerous federal and state employment laws including Americans with Disabilities Act, the Family and Medical Leave Act, Title VII of the Civil Rights Act, Age Discrimination in Employment Act, the Fair Labor Standards Act and unemployment issues. In response to the #metoo movement Karen has developed unique non-harassment training designed to engage companies in a collaborative responsibility process. She has been engaged to provide this training to major companies both within and outside of Virginia.

Total No. Members Attending	18
Total No. Guests w/Member	4
Total No. Guests w/BP	
Other Guests	
Speaker(s):	1
Business Partners	9
TOTAL	32

ALA Meeting - October 2019

Name	Last Name	Company	Type	Attendance
Lois Broadwater	Broadwater	Coates & Davenport	Member	X
Kim Brown	Brown	Spotts Fain PC	Member	X
Mary Ellen Cleveland	Cleveland	ThompsonMcMullan	Member	X
Dave Cummings	Cummings	Allen, Allen, Allen & Allen	Member	X
Abigail L. Davis-Hess	Davis-Hess	ReidGoodwin, PLC	Member	X
Kathleen Deaner	Deaner	Setliff Law PC	Member	No Show
Mary Downey	Downey	Williams Mullen	Member	X
Pamela (Pam) Frazier	Frazier	Barnes & Diehl	Member	X
Maryann Hartzell	Hartzell	CowanGates	Member	X
Anne Henkel	Henkel	Goodman Allen	Member	X
Tracy Kristensen	Kristensen	Spotts Fain PC	Member	X
Norma N Lee	Lee	Lee Law Office	Member	X
Paul Mustian	Mustian	Christian and Barton	Member	X
Sarah Parris	Parris	Marks & Harrison	Member	No Show
Ellen Purcell	Purcell	Hirschler	Member	X
Tracy Puritz	Puritz		Member	X
Kendall Ruby	Ruby	Harman Claytor Corrigan & Wellman	Member	X
Meredith Sutphin	Sutphin	Spotts Fain PC	Member	No Show
Mark Tucker	Tucker	Spotts Fain PC	Member	X
DeAnna Vanover	Vanover	McGuire Woods Consulting LLC	Member	No Show
Donna Baird	Baird	Lexis Nexis	Guest	X
Katheryn Belanger	Belanger	Hirscher	Guest	X
Lee Biedrycki	Biedrycki	BeneFinder	Guest	No Show
Liz Coleman	Coleman	Prime Legal	Guest	X
David Dabbs	Dabbs	Spotts Fain PC	Guest	X
Jeanna Day	Day	ThompsonMcMullan	Guest	X
Muscoe Garnett	Garnett	JLL	Guest	X
Steve Harler	Harler	Reliable Payments	Guest	No Show
Lonnie Karnes	Karnes	Seltek Technology Solutions	Guest	X
Kay Larkin	Larkin	Seltek	Guest	X
Melanie M. Lee, Esq.	Lee	Lee Law Office	Guest	X
DeAnn Pangburn	Pangburn	Atlantic Union Bank	Guest	X
Charlie Polk	Polk	JLL	Guest	X
Christine Tommasino	Tommasino	Prime Legal	Guest	X
Speaker				
Karen Elliott, Esq.	Elliott	Eckert Seamans Cherin & Mellott, LLC	Speaker	X
Walk-In				
Graham Hatch	Hatch	Mode 5	Guest	X
Barbara Allen-Smith	Allen-Smith	Carrell Blanton	Member	X
Billie Jo Brooks	Brooks	Williams Mullen	Member	X
		Total - Registered	35	
		Total - Actual Attendees	**32**	