



## **CHAIR**

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## **CHAIR-ELECT**

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## **SECRETARY/TREASURER**

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## **LEGAL EDUCATION DIRECTOR**

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## **IMMEDIATE PAST CHAIR**

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## **BOARD LIAISON**

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## **EXECUTIVE COUNCIL**

### **Terms Expiring 2015**

David E. Block, Miami  
Sacha Dyson, Tampa  
Richard E. Johnson, Tallahassee  
Jay P. Lechner, Tampa  
Brian L. Lerner, Fort Lauderdale  
Patrick Martin, Miami  
Jonathan W. Oliff, Jacksonville  
Hon. Stephanie Williams Ray, Tallahassee  
Erika Deutsch Rotbart, Boca Raton  
Cathleen Scott, Jupiter  
David H. Spalter, Winter Park  
Leslie Reicin Stein, Tampa

### **Terms Expiring 2016**

David W. Adams, Tampa  
Scott E. Atwood, Fort Myers  
Thomas A. Delegal, III, Jacksonville  
Robert M. Eschenfelder, Bradenton  
Karen Evans, Miami  
Kristen Foslid, Miami  
Robyn S. Hankins, Jupiter  
Robert L. Kilbride, Stuart  
J. Ray Poole, Jr., Jacksonville  
Marlene Quintana, Miami

## **PAST CHAIRS**

Deborah C. Brown, Tampa  
Sherril M. Colombo, Miami  
Hon. Alan O. Forst, West Palm Beach  
Gregory A. Hearing, Tampa  
Eric J. Holshouser, Jacksonville  
F. Damon Kitchen, Jacksonville  
Stephen A. Meck, Tallahassee  
Cynthia N. Sass, Tampa  
Jill S. Schwartz, Winter Park

## **PROGRAM ADMINISTRATOR**

Angie Froelich  
afroelich@flabar.org

November 11, 2014

Re: Agenda, Executive Council Meeting, November 13

Dear Executive Council Members and Committee Chairs,

The Labor & Employment Law Section executive council meeting will take place on Thursday, November 13 at **5:00 p.m.** at the Riverside Hotel, 620 East Las Olas Boulevard, Fort Lauderdale, FL 33301, (954) 467-0671, [www.riversidehotel.com](http://www.riversidehotel.com).

The agenda and supporting documents for this meeting are enclosed.

The conference call information is:

Toll-free number: 888-376-5050  
Conference Code: 1563821345 and #  
Customer Service: 866-640-5038

Hotel Room Assignments:

EC Meeting: Himmarshee A  
Reception: Merritt Room  
Seminar: Himmarshee Ballroom  
Lunch: New River A

I look forward to seeing you in Fort Lauderdale.

Angie



## AGENDA

*Labor and Employment Law Section Executive Council Meeting*  
*Riverside Hotel, 620 East Las Olas Boulevard, Fort Lauderdale, FL 33301, (954) 467-0671, www.riversidehotel.com.*  
*Thursday, November 13, 2014 • 5:00 p.m. e.s.t. - 6:00 p.m. e.s.t. • Himmarshee A*

- I. Call To Order** – Shane T. Muñoz, Chair
- II. Secretary/Treasurer Report** – Leslie W. Langbein
  - a. Consideration of Minutes – October 23, 2014 (**Attachment A**)
  - b. Financial Statement – October, 2014 (**Attachment B**)
  - c. Proposed 2015-2016 Section Budget (**Attachment B**)
- III. Committee and Subcommittee Reports (Attachment C)**
  - a. ABA Liaison Committee – Cynthia Sass / Jennifer T. Williams
  - b. Law School Liaison Committee –Debbie Brown / Freddy Perera (**attachment**)
  - c. Judicial Outreach Committee – Zascha Blanco Abbott / John D. Hoffman
  - d. Local/Voluntary Bar Association Liaison Committee – Scott Atwood / Sacha Dyson
  - e. EEOC and FEPA Liaison Committee – Kristen Foslid / Marquis Heilig
  - f. NLRB and PERC Liaison Committee – Nick Karatinos / Stephen A. Meck
  - g. Wage and Hour Administration Liaison Committee – Joseph G. Santoro / David Spalter
  - h. Membership Outreach Committee – Leslie Reicin Stein / Lindsay Wagner
  - i. Bar Leadership Outreach Committee – Sherril Colombo / Marlene Quintana
  - j. Long Range Planning Committee – Hon. Alan Orantes Forst / Robert Kilbride
  - k. Communications Committee – Hon. Stephanie W. Ray / Cathleen Scott
    - a. Publications Subcommittee – Jay Lechner / Rob Eschenfelder
    - b. Website Subcommittee – Hon. Stephanie W. Ray / Brian L. Lerner (**attachment**)
    - c. Social Media / Advertising Subcommittee – Cathleen Scott / Brian L. Lerner
  - l. Special Projects Committee – Marlene Quintana / David Spalter
    - a. Certification Standards Review Subcommittee – Sherril M. Colombo / Frank Brown
    - b. FLSA Procedures Subcommittee – David Spalter / Marlene Quintana
- IV. New Business**
  - a. DOL Presentation, December 8, 2014, Tampa – Cynthia Sass
- V. Chair's Report**
  - a. Florida Commission on Human Relations (FCHR)
- VI. Informational**

6:00 p.m. – 7:00 p.m. Reception • *Merritt Room*
- VII. Next Executive Council Meeting**

Thursday, January 29, 2015 – 15<sup>th</sup> Labor and Employment Law Annual Update and Certification Review (1832R)  
Loews Portofino Bay Hotel / Hotel Reservations: \$209 / (866) 360-7395/ **Group Rate Expires: 1/8/15**
- VIII. Adjournment**



## MINUTES

*Labor and Employment Law Section Executive Council Meeting  
Hyatt Regency Orlando International Airport  
9300 Jeff Fuqua Boulevard, Orlando FL 32827  
Thursday, October 23, 2014 • 5:00 p.m. - 6:00 p.m. EST*

### **I. Call To Order – Shane T. Munoz, Chair**

Chair Shane Munoz called the meeting to order. A quorum of the Executive Council was present either in person or by telephone.

The meeting began with Shane Munoz introducing Michael Grogan from the City, County and Local Government Law Section for the introductory joint Section meeting. Mike Grogan shared his thoughts on the program and the excellent sessions they had on day one. He advised that registration was in the 70s. Mike also expressed his appreciation to the Section, noting that this is the longest jointly co-sponsored program in bar history, with this year being the 40<sup>th</sup> program. Grogan also advised that next year would be the Labor and Employment Law Section's year to take the lead, and that he planned to continue to support that effort and to work closely with PERC and Steve Meck as he has done for so many years.

### **II. Committee Reports**

#### **a. ABA Liaison Committee – Cynthia Sass/Jennifer T. Williams**

No report

#### **b. Law School Liaison Committee – Debbie Brown/Freddy Perera**

Debbie Brown reported that she has reached out to co-chair Freddy Perera so the two can discuss the proposed committee list received earlier that week from Angie Froelich. Once the committee is finalized, they will schedule a call to divide up the schools and start the scholarship announcement process.

#### **c. Judicial Outreach Committee – Zascha Blanco Abbott/John D. Hoffman**

Zascha Abbott reported that she had just received their Committee list and were working to schedule a call to plan their year.

**d. Local/Voluntary Bar Association – Scott Atwood/Sacha Dyson**

Sacha Dyson reported that they had already conferred on their goals for the year of building connections with local and voluntary bar associations and that they planned to do outreach on mutually supportive activities. Shane Munoz commented on the success of the local bar co-sponsorship of the Tampa NLRB events with the Hillsborough County Bar Association Labor and Employment Law Committee and Stetson.

**e. EEOC and FEPA Liaison Committee – Kristen Foslid/Marquis Heilig**

No report

**f. NLRB and PERC Liaison Committee – Nick Karatinos/Stephen A. Meck**

Steve Meck reported that the PERLF conference was proceeding well and also that a new issue of the PERC News had just been issued for those who were interested. No major decisions were reported in the most recent issue. However, Meck reported that several cases are on appeal, including in the Florida Supreme court. An update would be given in the session tomorrow.

**g. Wage and Hour Administration Liaison Committee – Joseph G. Santoro/David Spalter**

David Spalter reported that he and Joe Santoro had already discussed scheduling their first meeting. David did not have a report on the recent webinar but heard it was well received.

**h. Membership Outreach Committee – Leslie Reicin Stein/Lindsay Wagner**

Leslie Stein reported that the committee had received several positive comments on the toolkits have been posted on the website, but the Section can always use more toolkits. Members are encouraged to prepare toolkits in their areas of expertise.

Shane discussed his goal of fostering the growth of the Section and helping to develop the next generation of labor and employment lawyers by reaching out to the Young Lawyers Division, as well as into law schools, to make contact with those who may be interested in labor and employment practice and encouraging them to become active in the Section.

**i. Bar Leadership Outreach Committee – Sherril Colombo/Marlene Quintana**

Sherril Colombo reported that she and Marlene Quintana had spoken about the solid relationship that they had previously had with Grier Wells, our Section's prior Board Liaison, and they hoped to do the same with the new liaison. Shane

Munoz advised that the new Board Liaison was Adam Rabinowitz. Sherril said they will try to work with the person to be sure our Section hears of any items of interest to us or activities our Section may want to be involved in. Shane also indicated that we need to put forward someone to serve on the Bar Diversity Committee. Executive Council member Patrick Martin volunteered to serve.

**j. Long Range Planning Committee – Hon. Alan Orantes Forst/Robert Kilbride**

Robert Kilbride reported on the committee's first telephone conference of the year, for which a written report will be attached to the minutes. He noted that the Section had achieved most of the goals established in the last long-range planning retreat. The two remaining goals include consideration of a "Tech Czar" for the Section to oversee the various electronic delivery methods, and the development of a new Executive Council member orientation program.

The committee discussed the possibility of setting up a Section-wide listserv to be hosted on the Section website, to provide an opportunity for practitioners to discuss practical issues with each other on a real-time basis. The Executive Council discussed the pros and cons of a listserv. Rob Eschedfelder pointed out that we needed to make sure any listserv remained active, because a feature that was not utilized would make the website look "dead." Steve Meck pointed out that when the Section had previously tried a listserv, there was a problem with members' emails getting spammed with constant replies throughout the day, which created a lot of backlash. One possibility was the creation of separate plaintiffs' and defendants' listservs, but Debbie Brown raised concerns about whether it would be practical and desirable to have separate listservs. Shane Munoz asked the committee to explore some answers to the practical questions and attempt to develop a specific proposal that the Executive Council could consider in the future.

Judge Forst advised that he would write a proposal on behalf of the Section for the Presidential Showcase CLE at the annual meeting for 2015. He pointed out that the Section had delivered programs in the past that were very well received.

**k. Communications Committee – Cathleen Scott / Hon. Stephanie W. Ray**

*Publications Subcommittee – Jay Lechner /Rob Eschenfelder*

*Website Subcommittee – Hon. Stephanie W. Ray /Brian L. Lerner*

*Social Media/advertising Subcommittee – Cathleen Scott/Brian L Lerner*

Each of the subcommittees of the Communication Committee provided a written report of their activities for the agenda.

**I. Special Projects Committee – Marlene Quintana/David Spalter**

*Certification Standards Review Subcommittee – Sherril Colombo/Frank E. Brown*

Sherril Colombo reported that the subcommittee made contact with their counterparts on the Labor and Employment Certification Committee to arrange a meeting for joint discussions on the issues of what changes, if any, should be made in the certification standards for labor and employment law.

*FLSA Procedure Subcommittee – David Spalter/Marlene Quintana*

Shane discussed the primary project for his year as Section chair – to develop a set of proposed uniform standard procedures for FLSA cases and convincing the federal judiciary to adopt them. Shane has appointed David Spalter and Marlene Quintana to head the committee, and is appointing one member of the plaintiffs’ bar and one member the defense bar for each of the three federal district to the committee.

**III. Secretary/Treasurer Report – Frank E. Brown (filling in for Leslie W. Langbein)**

**a. Consideration of Minutes – June 26, 2014**

There being no questions or additions or corrections to the minutes, the minutes of the June 26, 2014 meeting were approved unanimously.

**b. Financial Statement – September 2014**

Frank Brown reported that the current fund balance as of September was \$238,931 with Section membership at 2019 members.

Frank Brown also reported that the Section’s financial statement as of the end of fiscal year 2014 showed an ending fund balance of \$189,148, which reflects a net operating deficit of \$27,117 over last year ending. The significant drop from the prior month was due to almost \$50,000 in expenses paid during the last month of the fiscal year, including annual meeting expenses, scholarships, awards and reimbursements.

#### **IV. New Business**

##### **a. CLE – Zascha Abbott**

Zascha Abbott reported on the upcoming seminars:

##### *Litigating Employment Law Claims 50 Years After Title VII –*

The fall discrimination seminar is scheduled for November 13-14 at the Riverside Hotel in Fort Lauderdale. At the time of the Executive Council meeting, the Section was still a few room nights short of meeting its obligation, and Shane Munoz encouraged Executive Council members to attend or to recruit individuals to do so.

##### *15th Labor and Employment Law Annual Update and Certification Review –*

The spring update/certification review seminar is scheduled for January 29-30 at the Loews Portofino Bay Hotel in Orlando. The Section had hoped to hold the seminar in the prior week in conjunction with The Florida Bar's mid-year meeting, but there is insufficient space in the conference hotel. Accordingly, the Section will present the seminar the following week.

##### **b. Adjournment**

There being no additional business or Chairman's comments, the Executive Council was adjourned, with the next meeting to be held on November 13, 2014 in Ft. Lauderdale in advance of the discrimination seminar.

**V. Attendance:**

**Officers/Executive Council/Committee Chairs**

**In person:**

Shane T. Munoz  
Hon. Frank E. Brown  
Zascha Blanco Abbott  
Scott E. Atwood  
David E. Block  
Deborah C. Brown  
Sacha Dyson  
Robert M. Eschenfelder  
Hon. Alan Orantes Forst  
Robert L. Kilbride  
F. Damon Kitchen  
Patrick Martin  
Stephen A. Meck  
Angela Froehlich

**Phone:**

Sherril M. Colombo  
Robyn Hankins  
Eric J. Holshouser  
Brian L. Lerner  
Marlene Quintana  
Hon. Stephanie W. Ray  
Jill S. Schwartz  
David H. Spalter  
Leslie Reicin Stein  
Lindsay Wagner

**Section Members/Guests**

**Present:**

Mike Grogan  
Gregg Morton  
Ken Starr  
Evan Gibbs  
Alan M. Gerlach Jr.  
Cary Singletary

**Excused:**

Leslie W. Langbein  
Cynthia N. Sass





# Labor & Employment Law Section

2014 – 2015

## OCTOBER 2014 Section – Financial Statement

<b>Beginning Fiscal Year Fund Balance</b>	<b>\$189,155</b>
Total Revenue	\$ 92,122
Total Expenses	\$ 41,399
<b>Ending Fiscal Year Fund Balance</b>	<b>\$239,878*</b>

*\*see attached statement of operations*

### Current Membership

Current Membership	2,036
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	October 2014 Actuals	YTD 14-15 Actuals	Budget	Percent Budget
Total Labor & Employment Law =====				
31431 Sect Dues	280	77,840	77,000	101.09
31432 Affil Dues	0	720	730	98.63
-----				
Total Dues Income Net	280	78,560	77,730	101.07
-----				
32010 Legal Span On-line	755	2,511	0	*
32191 CLE Courses	0	10,536	30,000	35.12
32205 Compact Disc	1,157	3,511	0	*
32293 Sect Differential	220	660	7,000	9.43
35201 Sponsorships	0	0	2,500	0.00
37991 Advertising Revenue	0	350	3,000	11.67
38499 Investment Alloc	0	-4,006	6,599	-60.71
-----				
Other Income	2,132	13,562	49,099	27.62
-----				
<b>Total Revenues</b>	<b>2,412</b>	<b>92,122</b>	<b>126,829</b>	<b>72.63</b>
-----				
36998 Credit Card Fees	14	55	15	366.67
51101 Employee Travel	5	140	4,330	3.23
71001 Phone/Direct	75	225	1,200	18.75
71005 Internet Charges	0	0	550	0.00
75401 Express Mail	1	11	0	*
84001 Postage	31	237	1,250	18.96
84002 Printing	2	78	800	9.75
84006 Newsletter	0	1,360	5,500	24.73
84007 Membership	0	0	250	0.00
84009 Supplies	64	105	250	42.00
84010 Photocopying	61	111	350	31.71
84051 Officers Travel Exp	0	0	500	0.00
84052 Mtg Travel Exp	0	659	22,500	2.93
84053 Out Of State Travel	0	0	1,000	0.00
84054 CLE Speaker Exp	0	0	10,000	0.00
84061 Reception	0	0	11,000	0.00
84069 Dinners	0	0	5,000	0.00
84101 Committee Exp	25	25	500	5.00
84103 Cert Committee Exp	891	891	2,000	44.55
84201 Board Or Council Mtg	0	0	5,600	0.00
84202 Annual Mtg	0	0	10,000	0.00
84205 Section Service Prog	0	0	3,000	0.00
84209 Retreat	0	0	11,000	0.00
84214 Long Range Planning	0	0	4,000	0.00
84301 Awards	0	0	7,000	0.00
84302 Scholarships	0	0	11,000	0.00
84422 Website	239	691	5,800	11.91
84535 Chairs Conv	0	0	400	0.00
84701 Council Of Sections	0	0	300	0.00
84998 Operating Reserve	0	0	11,870	0.00
84999 Miscellaneous	0	0	500	0.00

	October 2014 Actuals	YTD 14-15 Actuals	Budget	Percent Budget
Total Labor & Employment Law =====				
88252 Course Credit Fee	0	0	150	0.00
-----				
Total Operating Expenses	1,408	4,588	137,615	3.33
-----				
31433 Section Mgmt Fee	35	34,195	34,318	99.64
86431 Mtgs Admin	0	6	1,236	0.49
86543 Graphics & Art	0	2,500	2,722	91.84
86623 Registrars	22	110	0	*
-----				
Total TFB Support Services	57	36,811	38,276	96.17
-----				
<b>Total Expenses</b>	<b>1,465</b>	<b>41,399</b>	<b>175,891</b>	<b>23.54</b>
-----				
Net Operations	947	50,723	-49,062	-103.39
-----				
<b>21001 Fund Balance</b>	<b>0</b>	<b>189,155</b>	<b>219,983</b>	<b>85.99</b>
-----				
<b>Total Current Fund Balance</b>	<b>947</b>	<b>239,878</b>	<b>170,921</b>	<b>140.34</b>
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\* \* \* \* \* End of listing \* \* \* \* \*

<b>Labor and Employment Law Section</b>	<b>12-13 Actual</b>	<b>13-14 Actual</b>	<b>14-15 Budget</b>	<b>14-15 Projected Actual</b>	<b>15-16 Proposed Budget</b>
<b>Labor Total Revenue</b>	<b>103,672</b>	<b>84,904</b>	<b>92,511</b>	<b>90,880</b>	<b>91,806</b>
Dues	43,139	43,980	43,412	43,655	43,770
31431 Dues	76,200	77,440	77,000	77,440	77,600
31432 Affiliate Dues	720	760	730	760	820
31433 Dues-Retained TFB Ge	-33,781	-34,220	-34,318	-34,545	-34,650
Revenue	60,533	40,924	49,099	47,225	48,036
31435 Admin Fee Adj	305	0	0	0	0
32001 Registrations	0	0	0	0	0
32010 Legal Span On-line	0	0	0	0	0
32191 CLE Courses	43,057	16,238	30,000	30,000	30,000
32293 Section Differential	6,524	3,400	7,000	7,000	7,000
32301 Course Materials	0	0	0	0	0
35001 Registrations	0	0	0	0	0
35201 Sponsorships	0	0	2,500	2,500	2,500
35603 Bd/Council Mtg Regis	0	0	0	0	0
35700 Member Service Progr	0	0	0	0	0
37991 Advertising Revenue	750	0	3,000	2,050	3,000
38499 Investment Allocatio	9,897	21,286	6,599	5,675	5,536
39999 Miscellaneous	0	0	0	0	0
<b>Labor Total Expense</b>	<b>72,652</b>	<b>99,360</b>	<b>141,573</b>	<b>101,026</b>	<b>121,213</b>
Staff & Office Expense	1,462	936	1,750	1,386	1,650
61201 Equipment Rental	0	0	0	0	0
71001 Telephone/Direct	980	936	1,200	936	1,100
71005 Internet Charges	482	0	550	450	550
Travel	2,889	3,862	4,330	3,500	3,854
Other Expense	65,692	86,471	131,535	96,140	115,709
36998 Credit Card Fees	21	10	15	15	15
84001 Postage	530	567	1,250	600	600
84002 Printing	227	425	800	500	500
84006 Newsletter	2,189	3,509	5,500	4,000	4,000
84007 Membership	0	0	250	0	100
84009 Supplies	174	197	250	250	300
84010 Photocopying	202	272	350	275	275
84051 Officers Travel Expe	139	250	500	250	250
84052 Meeting Travel Expen	17,043	25,021	22,500	22,500	22,500
84053 Out Of State Travel	0	0	1,000	0	1,000
84054 CLE Speaker Expense	9,514	0	10,000	10,000	10,000
84061 Reception	10,596	5,000	11,000	10,500	10,500
84069 Dinners	0	7,296	5,000	5,000	5,000

84101 Committee Expenses	110	0	500	100	150
84103 Cert Committee Exp	1,336	1,858	2,000	1,850	1,850
84201 Board Or Council Mee	5,616	5,999	5,600	5,600	5,600
84202 Annual Meeting	7,392	10,240	10,000	10,000	10,000
84204 Midyear Meeting	0	0	0	0	0
84205 Section Service Prog	312	5,751	3,000	3,000	5,500
84209 Retreat	0	0	11,000	0	0
84214 Long Range Planning	0	0	4,000	0	4,000
84276 Sect Membership Dire	0	0	0	0	0
84280 Gvmnt Lawyer Discnt	0	0	0	0	0
84301 Awards	4,066	5,662	7,000	7,000	7,000
84302 Scholarships	2,300	11,000	11,000	11,000	11,000
84422 Website	3,481	3,114	5,800	3,200	3,200
84531 Tulane Speakers Exp	0	0	0	0	0
84534 Tulane Conference	0	0	0	0	0
84535 Chairs Convention	400	0	400	0	400
84701 Council Of Sections	0	300	300	300	300
84998 Operating Reserve	0	0	11,870	0	11,019
84999 Miscellaneous	44	0	500	50	500
88241 Outline Prt-Inhouse	0	0	0	0	0
88252 Course Credit Fee	0	0	150	150	150
88265 Refreshment Breaks	0	0	0	0	0
Admin & Internal Svcs	2,609	8,091	3,958	0	0
86344 Mailing Overhead	0	0	0	0	0
86431 Meetings Administrat	32	3,730	1,236	0	0
86543 Graphics & Art	2,577	4,361	2,722	0	0
	185,244	216,265	219,983	189,155	184,534
Beginning Fund Balance	185,244	216,265	219,983	189,155	184,534
Net Operations	31,020	-14,456	-49,062	-10,146	-29,407
Net Operations (from other centers)	0	-12,662	0	5,525	1,864
Ending Fund Balance	216,264	189,147	170,921	184,534	156,991

## **Law School Liaison Committee Report**

**November 7, 2014**

Co-Chairs: Deborah C. Brown and Freddy Perera

Our Committee membership has been finalized with Angie Froelich, and as of this writing, our first conference call meeting has been scheduled. Our plan of activities thus far, and subject to further discussion with our Committee is as follows:

1. Update the scholarship template letters to go to the schools this year;
2. Divide up the law schools and assign them to individual committee members to issue the letters and then do personal outreach to insure the scholarships are awarded;
3. Try to identify school contacts teaching in our field to explore other outreach opportunities, including support and assistance to any student organizations dedicated to labor and employment law; and
4. Support the approval process if any nominees for Hall of Fame are received

We also hope to get our Committee or other Section members involved in the actual presenting of the scholarships, and to do more to publicize our recipients.

**Labor and Employment Law Section  
Website Subcommittee Report  
November 7, 2014  
Submitted by Co-Chairs: Brian Lerner and Judge Stephanie Ray**

**New Developments on Website:**

- Website updates
  - Added new E-Update
  - Section Events and CLEs regularly updated
  - Membership Directory updated
- E-Blasts regularly issued
- Assisting Long Range Planning Committee with evaluating Listserv idea
- Website Data (since the last report on 10/14/14):
  - 471 sessions.
  - The average person views the site for 1 minute, 24 seconds (down 17 seconds from last report)
  - Most popular age range: 25-34 (33.5%); 18-24 (27.5%); 35-44 (15.5%)
  - Males visit more than females (over 54%).
  - The most popular pages viewed are CLE/Section events and then publications.
  - 78% of visits come from computers (whether Windows or Mac).

**Reminder to Executive Council:** As a benefit to Section members, the website features a searchable member directory which allows users to search for members by name, county, area of practice, law school or board certification. Members are encouraged to update and personalize their member page by adding a photo, practice area, law school, board certification, and links to publications. To log in for the first time to update your profile, click Member Login at the top right corner of the home page. Click the link that reads “Forgot your password? First time logging in? Click this link.” That link will provide instructions on how to obtain your password so that you can log in to the website and update your profile.