

Workshop on how to perform a workplace investigation

As a manager, it is inevitable you may need to conduct a workplace investigation. Where do you start? When shouldn't you conduct the investigation yourself? What can you say to employees? What is confidential?

Join the discussion with Nicole Harvey of Harvey Law Firm and Cindy Davis, chief people officer of Strategic HR Partners LLC.

How long should you keep documents related to employment? Learn about proper filing, maintenance and disposal to ensure security and privacy and reduce the possibility of exposure with Kathy Chan, vice president of San Francisco-based JMA Ventures LLC.

The talk is at The Chateau at Incline Village, 955 Fairway Blvd., Incline Village on March 8 from 9–11am. Registration is at 8:30am.

It is free for SHRM members, \$15 for chamber members, \$20 for non-members. Registration is online.

For more information, contact Laura Moriarty at (530) 573.0224.