

# Jackson County Oregon Employer Council DRUG-FREE WORKPLACE TRAININGS

Businesses tend to hire employees hoping everything will go well and seek advice only after something goes wrong. While it is impossible to eliminate risks of substance abusing employees, this series will help businesses contain those risks and avoid litigation.

## How to Write Your Company Substance Abuse Policy Or Strengthen The One You've Got

**Date:** Monday, Sept. 17, 2007  
**Time:** 1:00—4:00 pm  
**At:** Hampton Inn, 1122 Morrow Rd.  
Medford, OR 97504  
**Cost:** \$75 for both in series  
**Register:** Use form on back of flyer

Karen O'Connor of Barran Liebman Attorneys leads this workshop on how to develop or strengthen your company drug and alcohol policy. You'll learn why it's critical to have a policy, the essential components of a policy, and how drug testing works.



Because the workshop is interactive, Karen asks that you bring your laptop so that you can draft a policy or update your current policy during the workshop. Laptops are optional however; all participants will receive a diskette with a policy template.

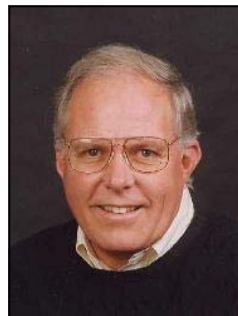
Karen's bio appears on back of flyer.

## Supervisor Training Workplace Behavior Problems: The Challenge of Substance Abusers

**Date:** Tuesday, Sept. 18, 2007  
**Time:** 8:00 AM—Noon  
**At:** Hampton Inn, 1122 Morrow Rd.  
Medford, OR 97504  
**Cost:** \$75 for both in series  
**Register:** Use form on back of flyer

Learn the simple, straightforward steps you can take to manage a difficult on-the-job situation and prevent a crisis. You'll learn:

- The business owner's responsibilities and legal liabilities
- The risks of ignoring employee substance abuse
- How to observe and document unusual behavior
- Active supervision and constructive intervention techniques
- How to take action to reduce risk.



This training includes video examples and exercises to learn effective intervention strategies and a manual with tools for easy reference after you're back on the job.

Jerry's bio appears on back of flyer.

*"If you don't have a sufficient deterrent, drug users will own your company. If more employers enforce a strong drug policy, it will change the community."*

Sid Smith, President, Forest Grove Lumber Co.

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## Trainer Bios

**Karen L. O'Connor:** Karen is a partner at Barran Liebman LLP labor and employment firm, Portland, Oregon. She practices in the areas of employment litigation, employment discrimination, and labor relations. She received her J.D. degree from University of Oregon, where she acted as the Editor in Chief of the Oregon Law Review and was recipient of the Wayne Morse scholarship. She served as a judicial clerk to The Honorable Malcolm F. Marsh, of the United States District Court for the District of Oregon from 1995 to 1997. Also, Karen participates in the Multnomah Bar Association Mentor Program for third year law students, the University of Oregon's law student mentoring program, and recently completed a term serving on the board of Make A Wish Foundation. She is admitted to practice in Oregon and Washington.

**Jerry Gjesvold:** Jerry has been a consultant and trainer for companies on the west coast since 1983. He is currently Manager of Employer Services with Serenity Lane Health Services, where he has been employed since 1979. Jerry specializes in matters of policy and procedures related to the management of alcohol and other drug problems in business and industry. He is a popular public speaker who weaves his own personal experience of addiction and recovery into his presentations. He has a bachelors degree from the University of Oregon and has done graduate work there in health education. He served for 16 years on the Oregon Governor's Advisory Committee on DUII Legislation.

### Registration Form

Name \_\_\_\_\_

Organization \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Amount enclosed \$ \_\_\_\_\_

Cost: \$75 for both trainings. Includes training materials and refreshments.

Checks should be made payable to Jackson County Oregon Employer Council

**Registration/cancellation deadline: Sept. 13, 2007**

MAIL TO: Jackson County OEC, 119 N. Oakdale Ave., Medford, OR 97501

CONTACT: Tamara Schroeder, Jackson County OEC, 541.776.6060 x263 or  
tamara.t.schroeder@state.or.us or