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FY2018-2019 Section Officers

*Chair

Employer, 2018-2019
Joseph E. Tilson
Cozen O'Connor
123 N. Wacker Drive, Ste. 1800
Chicago, IL 60606
Phone: (312) 474-7880
jtilson@cozen.com

*Chair-Elect

Union & Employee, 2018-2019
Christopher T. Hexter
Schuchat Cook & Werner
1221 Locust Street, 2nd Floor
Saint Louis, MO 63103-2364
Phone: (314) 621-2626
cth@schuchatcw.com

*Vice Chairs

Employer, 2018-2019
Samantha C. Grant
Sheppard Mullin
1901 Avenue of Stars, Ste. 1600
Los Angeles, CA 90067-6055
Phone: (310) 228-3739
sgrant@sheppardmullin.com

Union & Employee, 2018-2019
Stephen B. Moldof
Cohen Weiss and Simon LLP
900 Third Avenue, Floor 21
New York, NY 10022-4869
Phone: (212) 356-0210
smoldof@cwsny.com

*Immediate Past Chair

Union & Employee, 2018-2019
Don Slesnick
Slesnick & Casey
2701 Ponce De Leon Blvd. Ste. 200
Coral Gables, FL 33134-6041
Phone: (305) 448-5672
donslesnick@scllp.com

*Executive Committee
Secretary

Public, 2018-2019
Hon. Rebecca R. Pallmeyer
U.S. District Court for the
Northern District of Illinois
219 S. Dearborn Street
Room 2146
Chicago, IL  60604-1888
Phone: (312) 435-5636
rebecca_pallmeyer@ilnd.uscourts.gov

Secretary-Elect

Public, 2018-2019
Peggie R. Smith
Washington University School of Law
1 Brookings Drive
Campus Box 1120
Saint Louis, MO  63130-4899
Phone: (314) 935-6406
prsmith@wustl.edu

Section Delegates to the House of Delegates

Neutral, 2016-2019
Cynthia E. Nance
University of Arkansas School of Law
225 Waterman Hall
Robert A Leflar Law Center
Fayetteville, AR  72701
Phone: (479) 575-2403
cnance@uark.edu

Employer, 2017-2020
Keith D. Frazier
Ogletree Deakins
401 Commerce Street, Ste. 1200
Nashville, TN 37219-2491
Phone: (615) 254-1900
keith.frazier@ogletreedeakins.com

Union & Employee, 2018-2021
Michael P. Posner
Post Office Box 2923
Camarillo, CA  93011-2923
Phone: (213) 760-6006
mpposner@gmail.com
Section Governance Liaisons

Victoria L. Bor
Sherman Dunn, PC
900 7th Street NW, Ste. 1000
Washington, DC  20001-4070
Phone: (202) 785-9300
bor@sheredundun.com

Stewart S. Manela
Arent Fox LLP
1717 K Street NW
Washington, DC  20006-5344
Phone: (202) 857-6364
manela.stewart@arentfox.com
### Council Members

<table>
<thead>
<tr>
<th>Employer, 2019</th>
<th>J. Randall Coffey</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Fisher &amp; Phillips LLP</td>
</tr>
<tr>
<td></td>
<td>4900 Main Street, Ste. 650</td>
</tr>
<tr>
<td></td>
<td>Kansas City, MO 64112-2759</td>
</tr>
<tr>
<td></td>
<td>Phone: (816) 842-8770</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:rcoffey@fisherphillips.com">rcoffey@fisherphillips.com</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Employer, 2020</th>
<th>Denise Drake</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Polsinelli</td>
</tr>
<tr>
<td></td>
<td>900 W. 48th Place, Ste. 900</td>
</tr>
<tr>
<td></td>
<td>Kansas City, MO 64112-1899</td>
</tr>
<tr>
<td></td>
<td>Phone: (816) 340-4357</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:ddrake@polsinelli.com">ddrake@polsinelli.com</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Employer, 2020</th>
<th>David S. Fortney</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Fortney &amp; Scott LLC</td>
</tr>
<tr>
<td></td>
<td>1750 K Street, NW, Ste. 325</td>
</tr>
<tr>
<td></td>
<td>Washington, DC 20006-2313</td>
</tr>
<tr>
<td></td>
<td>Phone: (202) 689-1200</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:dfortney@fortneystcott.com">dfortney@fortneystcott.com</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Employer, 2020</th>
<th>Robert M. Goldich</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Greenberg Traurig LLP</td>
</tr>
<tr>
<td></td>
<td>2001 Market Street, Ste. 2700</td>
</tr>
<tr>
<td></td>
<td>Philadelphia, PA 19103-7089</td>
</tr>
<tr>
<td></td>
<td>Phone: (215) 988-7883</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:goldichr@gtlaw.com">goldichr@gtlaw.com</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Employer, 2019</th>
<th>Eric W. Iskra</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Spilman Thomas &amp; Battle PLLC</td>
</tr>
<tr>
<td></td>
<td>300 Kanawha Blvd., E, Ste. 100</td>
</tr>
<tr>
<td></td>
<td>Charleston, WV 25301-2532</td>
</tr>
<tr>
<td></td>
<td>Phone: (304) 340-3875</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:eiskra@spilmanlaw.com">eiskra@spilmanlaw.com</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Employer, 2019</th>
<th>Danny J. Kaufer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Borden Ladner Gervais LLP</td>
</tr>
<tr>
<td></td>
<td>1000 De La Gauchetiere St. W, Ste. 900</td>
</tr>
<tr>
<td></td>
<td>Montréal, QC H3B 5H4</td>
</tr>
<tr>
<td></td>
<td>Phone: (514) 954-2579</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:dkauf@blg.com">dkauf@blg.com</a></td>
</tr>
</tbody>
</table>
Employer, 2020

Jennifer L. Sabourin
Miller Canfield
150 W. Jefferson Avenue, Ste. 2500
Detroit, MI 48226-4432
Phone: (313) 496-7689
sabourin@millercanfield.com

Employer, 2021

Eric A. Tate
Morrison & Foerster LLP
425 Market Street
San Francisco, CA 94105-2482
Phone: (415) 268-6915
etate@mofo.com

Employer, 2019

Tania L. Thompson
Littler Mendelson PC
3725 Champion Hills Drive, Ste. 3000
Memphis, TN 38125-0500
Phone: (901) 322-1223
tthompson@littler.com

Employer, 2020

Joseph J. Torres
Winston & Strawn LLP
35 W. Wacker Drive
Chicago, IL 60601-1695
Phone: (312) 641-2910
jtorres@winston.com

Employer, 2020

Julie A. Totten
Orrick Herrington & Sutcliffe
400 Capitol Mall, Ste. 3000
Sacramento, CA 95814-4497
Phone: (916) 447-9200
jatotten@orrick.com

Employer, 2021

George L. Washington, Jr.
Orange Business Services
13775 McLearen Road
Oak Hill, VA 20171
Phone: (703) 931-5631
george.washington@orange.com
Gary L. Bailey  
Illinois FOP Labor Council  
5600 Wolf Road, Ste. 120  
Western Springs, IL 60558-2268  
Phone: (708) 784-1010  
gbailey@fop.org

Howard Z. Rosen  
Rosen Marsili Rapp LLP  
3600 Wilshire Blvd., Ste. 1800  
Los Angeles, CA 90010-2622  
Phone: (213) 389-6050  
hzrosen@rmrlp.com

Jon H. Rosen  
The Rosen Law Firm  
705 2nd Avenue, Ste. 1200  
Seattle, WA 98104-1798  
Phone: (206) 652-1464  
jhr@jonrosenlaw.com

Yona Rozen  
AFL-CIO  
815 16th Street, NW  
Washington, DC 20006  
Phone: (202) 637-5198  
yrozen@aflcio.org

Richard Rosenblatt  
Rosenblatt & Gosch PLLC  
8085 E. Prentice Avenue  
Greenwood Village, CO 80111-2705  
Phone: (303) 721-7399  
rrosenblatt@cwa-union.org

Hope J. Singer  
American Guild of Musical Artists  
5670 Wilshire Blvd, 18th Floor  
Los Angeles, CA 90036  
Phone: (424) 390-9524  
hsinger@musicalartists.org
Union & Employee, 2020
Eunice Washington
SEIU Benefit Funds, Ste. 301
1800 Massachusetts Ave. NW
Washington, DC  20036
Phone: (202) 730-7542
eunice.washington@seiufunds.org

Union & Employee, 2019
Gwynne A. Wilcox
Levy Ratner PC
80 8th Avenue, Floor 8
New York, NY 10011-7175
Phone: (212) 627-8100
gwilcox@levyratner.com

Employee, 2022
Jonathan Ben-Asher
Ritz Clark & Ben-Asher LLP
1 Liberty Plaza – 23rd Floor
165 Broadway
New York, NY 10006-1404
Phone: (212) 321-7075
jben-asher@rcbalaw.com

Employee, 2020
David Borgen
Goldstein Borgen Dardarian & Ho
300 Lakeside Drive, Ste. 1000
Oakland, CA  94612-3536
Phone: (510) 763-9800
dborgen@gbdhlegal.com

Employee, 2021
Lori D. Ecker
Law Office of Lori D. Ecker
19 S. La Salle Street, Ste. 1600
Chicago, IL  60603
Phone: (312) 855-1880
loriecker@ameritech.net

Employee, 2020
Virginia (Ginger) L. Hardwick
Hardwick Benfer LLC
179 N. Broad Street
Doylestown, PA  18901-3726
Phone: (215) 230-1912
vhardwick@hardwickbenfer.com
Council Members-at-Large, 2021

Katherine E. Bissell
U.S. Department of Labor
1608 32nd Street, NW
Washington, DC 20007-2930
Phone: (202) 368-8137
bissell.katherine@dol.gov

Council Members-at-Large, 2021

Louis Lopez
U.S. Office of Special Counsel
1730 M Street NW, Ste. 300
Washington, DC 20036-4531
Phone: (202) 254-3632
llopez@osc.gov

Council Members-at-Large, 2020

Susan Grody Ruben
Arbitrator & Mediator
30799 Pinetree Road, Ste. 226
Cleveland, OH 44124-5903
Phone: (216) 382-3024
susangrodyruben@att.net
F
ORMER
S
ECTION
C
HAIRS
1946 – 1947  Clifford Langsdale
1947 – 1948  John M. Niehaus
1948 – 1949  Clarence M. Mulholland
1949 – 1950  Theodore R. Iserman
1950 – 1951  Herbert S. Thatcher
1951 – 1952  Barnabas F. Sears
1952 – 1953  Alfred Kamin
1953 – 1954  James C. Sheppard
1955 – 1956  Daniel P. Loomis
1956 – 1957  Herbert L. Segal
1957 – 1958  Gerard D. Reilly
1958 – 1959  William J. Isaacson
1959 – 1960  John W. Morgan
1960 – 1961  Edwin M. Pearce
1961 – 1962  John H. Morse
1962 – 1963  Morris P. Glushien
1963 – 1964  Tracy H. Ferguson
1964 – 1965  Louis Sherman
1965 – 1966  Marion B. Plant
1966 – 1967  Thurlow B. Smoot
1967 – 1968  Frank A. Constangy
1968 – 1969  C. Paul Barker
1970 – 1971  Plato E. Papps
1971 – 1972  Frederic D. Anderson
1972 – 1973  George E. Bodle
1974 – 1975  David Previant
1976 – 1977  Lester Asher
1977 – 1978  Jay S. Siegel
1978 – 1979  Howard Schulman
1982 – 1983  Bernard F. Ashe
1983 – 1984  Eugene Hartwig
1984 – 1985  Elliot Bredhoff
1985 – 1985  Mary Ellen Krug
1986 – 1986  Lawrence J. Cohen
1986 – 1987  Allan L. Bioff
1987 – 1988  Bernard T. King
1988 – 1989  William L. Keller
1989 – 1990  Herbert L. Segal
1990 – 1991  Robert McCalla
1993 – 1994  Leo Geffner
1995 – 1996  Donald P. MacDonald
1996 – 1997  Christopher A. Barreca
1998 – 1999  Stephen E. Tallent
1999 – 2000  Max Zimny
2000 – 2001  Mark S. Dichter
2001 – 2002  Sorrell Logothetis
2002 – 2003  Jana Howard Carey
2004 – 2005  Howard Shapiro
2005 – 2006  Charles A. Werner
2006 – 2007  Patricia Costello Slovak
2007 – 2008  James R. LaVauite
2008 – 2009  Barbara Berish Brown
2009 – 2010  Nora L. Macey
2010 – 2011  Gordon E. Krischer
2011 – 2012  Richard T. Seymour
2012 – 2013  Stewart S. Manela
2013 – 2014  Joel A. D’Alba
2014 – 2015  Joyce Margulies
2015 – 2016  Wayne N. Outten
2016 – 2017  Gail Golman Holtzman
2017 – 2018  Don Slesnick
<table>
<thead>
<tr>
<th>Former Council Members</th>
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<tbody>
<tr>
<td>Vicki Lafer Abrahamson</td>
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<tr>
<td>Sara Adler</td>
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<td>Paula Graves Ardelean</td>
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<td>Loretta T. Attardo</td>
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<td>Ruben R. Chapa</td>
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<tr>
<td>Denise M. Clark</td>
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<td>Richard S. Cleary</td>
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<td>Barbara J. D’Aquila</td>
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<tr>
<td>Harold Datz</td>
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<tr>
<td>Kelly M. Dermody</td>
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<tr>
<td>Douglas E. Dexter</td>
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<tr>
<td>Kathryn Burkett Dickson</td>
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<tr>
<td>Lonny H. Dolin</td>
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<tr>
<td>Hope B. Eastman</td>
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<tr>
<td>Donald Elisburg</td>
</tr>
<tr>
<td>John H. Ferguson</td>
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<td>Joseph D. Garrison</td>
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<tr>
<td>Joseph A. Golden</td>
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<tr>
<td>Allen J. Gross</td>
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<tr>
<td>A. John Harper, II</td>
</tr>
<tr>
<td>Connye Y. Harper</td>
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<tr>
<td>Christopher T. Hexter</td>
</tr>
<tr>
<td>John E. Higgins, Jr.</td>
</tr>
<tr>
<td>Nancy E. Hoffman</td>
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<tr>
<td>Peter A. Janus</td>
</tr>
<tr>
<td>Wendy L. Kahn</td>
</tr>
<tr>
<td>D. Ward Kallstrom</td>
</tr>
<tr>
<td>Ellen C. Kearns</td>
</tr>
<tr>
<td>Barry J. Kearney</td>
</tr>
<tr>
<td>Kathy L. Krieger</td>
</tr>
<tr>
<td>William Lurye</td>
</tr>
<tr>
<td>Joyce A. Mader</td>
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<tr>
<td>Stephen B. Moldof</td>
</tr>
<tr>
<td>Richard G. Moon</td>
</tr>
<tr>
<td>Cynthia E. Nance</td>
</tr>
<tr>
<td>John T. Neighbours</td>
</tr>
<tr>
<td>Mary K. O’Melveny</td>
</tr>
<tr>
<td>Timothy P. O’Reilly</td>
</tr>
<tr>
<td>Leonard R. Page</td>
</tr>
<tr>
<td>Lynlee Wells Palmer</td>
</tr>
<tr>
<td>James C. Paras</td>
</tr>
<tr>
<td>Arnold H. Pedowitz</td>
</tr>
<tr>
<td>Gloria M. Portela</td>
</tr>
<tr>
<td>Michael P. Posner</td>
</tr>
<tr>
<td>Charles A. Powell IV</td>
</tr>
<tr>
<td>James A. Reiter</td>
</tr>
<tr>
<td>W. V. “Bernie” Siebert</td>
</tr>
<tr>
<td>Julie Richard-Spencer</td>
</tr>
<tr>
<td>Evan Spelfogel</td>
</tr>
<tr>
<td>Carl E. VerBeek</td>
</tr>
<tr>
<td>C. Geoffrey Weirich</td>
</tr>
<tr>
<td>Raymond L. Wheeler</td>
</tr>
<tr>
<td>Richard C. White</td>
</tr>
<tr>
<td>Helen M. Witt</td>
</tr>
<tr>
<td>Arnold M. Zack</td>
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<tr>
<td>Peter W. Zinober</td>
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<tr>
<td><strong>LIAISONS FROM OTHER ABA ENTITIES</strong></td>
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</tr>
<tr>
<td><strong>Board of Governors</strong></td>
</tr>
<tr>
<td>Andrew Joshua Markus</td>
</tr>
<tr>
<td>100 SE 2nd Street</td>
</tr>
<tr>
<td>Miami, FL 33131-2113</td>
</tr>
<tr>
<td><a href="mailto:jmarkus@carltonfields.com">jmarkus@carltonfields.com</a></td>
</tr>
<tr>
<td><strong>Young Lawyers Division</strong></td>
</tr>
<tr>
<td>Sarah Bryan Fask</td>
</tr>
<tr>
<td>1601 Cherry Street</td>
</tr>
<tr>
<td>Philadelphia, PA 19102-1313</td>
</tr>
<tr>
<td><a href="mailto:sfask@littler.com">sfask@littler.com</a></td>
</tr>
<tr>
<td><strong>Law Student Division</strong></td>
</tr>
<tr>
<td>Aaron Bibb</td>
</tr>
<tr>
<td>6004 Ridgewood Avenue</td>
</tr>
<tr>
<td><a href="mailto:ajbibb@wisc.edu">ajbibb@wisc.edu</a></td>
</tr>
</tbody>
</table>
LIAISONS TO OTHER ABA ENTITIES

ABA Center for Human Rights

Wendy L. Kahn
Zwerdling Paul Kahn & Wolly PC
1025 Connecticut Avenue NW
Ste. 712
Washington, DC 20036-5420
Phone: (240) 498-2702
wlkahn@zwerdling.com

Employer

Barbara J. D'Aquila
Norton Rose Fulbright US LLP
60 S. 6th Street, Ste. 3100
Minneapolis, MN 55402
Phone: (612) 321-2800
barbara.daquila@nortonrosefulbright.com

CPR/SOC Professional Responsibility Committee

Michelle D. Craig
Transcendent Legal
1441 Canal Street, Ste. 317
New Orleans, LA 70112-2664
Phone: (504) 549-4557
mcraig@tlg.law

Commission on Disability Rights

Christopher J. Kuczynski
Equal Employment Opportunity
131 M Street NE
Washington, DC 20507
Phone: (202) 663-4665
christopher.kuczynski@eeoc.gov
Commission on Immigration
Employer
Jonathan A. Grode
Green & Spiegel LLC
1524 Delancey Street, Floor 4
Philadelphia, PA 19102-4916
Phone: (215) 395-8959
jgrode@gands-us.com

Union & Employee
Mary K. O'Melveny
3131 Connecticut Avenue NW, #2813
Washington, DC 20008-5030
Phone: (202) 387-0697
maryo.laboratty@gmail.com

Commission on Racial & Ethnic Diversity
Employer
Barbara L. Johnson
BLJohnsonLaw PLLC
1300 I Street NW, Ste. 400E
Washington, DC 20005-3318
Phone: (202) 749-8322
blj@bljlawyer.com

Commission on Sexual Orientation & Gender Identity (SOGI)
T. Scott Kelly
Ogletree Deakins
420 20th Street N., Ste. 1900
Birmingham, AL 35203-3212
Phone: (205) 986-1024
scott.kelly@ogletreedeakins.com

Commission on Women in the Profession
Samantha C. Grant
Sheppard Mullin
1901 Avenue of Stars, Ste. 1600
Los Angeles, CA 90067-6055
Phone: (310) 228-3739
sgrant@sheppardmullin.com
<table>
<thead>
<tr>
<th>Committee</th>
<th>Contact Information</th>
</tr>
</thead>
</table>
| Joint Committee on Employee Benefits | Bernard T. King  
Blitman & King  
443 N. Franklin Street  
Ste. 300  
Syracuse, NY 13204  
Phone: (315) 422-7111  
btking@bklawyers.com |
| Employer | Al Holifield, Jr.  
Holifield Janich Rachal Ferrera PLLC  
11907 Kingston Pike, Ste. 201  
Knoxville, TN 37934  
Phone: (865) 566-0115  
aholifield@holifieldlaw.com |
| Standing Committee on Pro Bono and Public Service | William Bush  
Legal Aid Society of Middle Tennessee & The Cumberlands  
9 S. Jefferson Avenue, Ste. 102  
Cookeville, TN 38501-3377  
Phone: (931) 528-7436  
bush@las.org |
| Employer | Mark E. Heath  
Spilman Thomas & Battle PLLC  
Post Office Box 273  
300 Kanawha Blvd. E  
Charleston, WV 25321-0273  
Phone: (304) 340-3843  
mheath@spilmanlaw.com |
| Section of Dispute Resolution Advisory Committee | Susan Grody Ruben  
Arbitrator & Mediator  
30799 Pinetree Road, Ste. 226  
Cleveland, OH 44124-5903  
Phone: (216) 382-3024  
susangrodyruben@att.net |
<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Phone Number</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Director</td>
<td>Brad Hoffman</td>
<td>(312) 988-5815</td>
<td><a href="mailto:brad.hoffman@americanbar.org">brad.hoffman@americanbar.org</a></td>
</tr>
<tr>
<td>Assistant Director</td>
<td>Christopher Meacham</td>
<td>(312) 988-5821</td>
<td><a href="mailto:christopher.meacham@americanbar.org">christopher.meacham@americanbar.org</a></td>
</tr>
<tr>
<td>Committees Manager</td>
<td>Elizabeth “Ej” Sherman</td>
<td>(312) 988-6142</td>
<td><a href="mailto:elizabeth.sherman@americanbar.org">elizabeth.sherman@americanbar.org</a></td>
</tr>
<tr>
<td>Technology Manager</td>
<td>Stephen Falvo</td>
<td>(312) 988-5596</td>
<td><a href="mailto:stephen.falvo@americanbar.org">stephen.falvo@americanbar.org</a></td>
</tr>
<tr>
<td>Membership Program Assistant</td>
<td>Richard “Ricky” Gonzalez</td>
<td>(312) 988-5622</td>
<td><a href="mailto:richard.gonzalez@americanbar.org">richard.gonzalez@americanbar.org</a></td>
</tr>
<tr>
<td>Section Assistant</td>
<td>Judy Stofko</td>
<td>(312) 988-5813</td>
<td><a href="mailto:judy.stofko@americanbar.org">judy.stofko@americanbar.org</a></td>
</tr>
<tr>
<td>Director, ABA Center for Member Practice Groups</td>
<td>Robin Roy</td>
<td>(312) 988-5670</td>
<td><a href="mailto:robin.roy@americanbar.org">robin.roy@americanbar.org</a></td>
</tr>
<tr>
<td>Chief of Staff</td>
<td>Amy Eggert</td>
<td>(312) 988.5131</td>
<td><a href="mailto:amy.eggert@americanbar.org">amy.eggert@americanbar.org</a></td>
</tr>
</tbody>
</table>
ADMINISTRATIVE AND RESOURCES COMMITTEES

CLE GROUP

ABA ANNUAL MEETING

Co-Chairs:  

**Employer, 2019**  
Kevin Reese  
Ogletree Deakins  
1 Market Plaza, Ste. 1300  
San Francisco, CA 94105-1013  
Phone: (415) 536-3407  
kevin.reese@ogletreedeakins.com

**Union & Employee, 2019**  
James M. Finberg  
Altshuler Berzon LLP  
177 Post Street, Ste. 300  
San Francisco, CA 94108-4797  
Phone: (415) 421-7151  
jfinberg@altber.com

**Employee, 2019**  
Jennifer L. Liu  
The Liu Law Firm, P.C.  
1390 Market Street, Ste. 200  
San Francisco, CA 94102  
Phone: (415) 896-4260  
jliu@liulawpc.com

**Public/Neutral, 2019**  
Evangelina P. Hernandez  
U.S. Social Security Administration  
Oakland Federal Building, 200N  
1301 Clay Street  
Oakland, CA 94612  
Phone: (866) 366-4916  
evangelina.hernandez@ssa.gov
Council Liaisons:

Employer
Joseph J. Torres

Union & Employee
Richard Rosenblatt

**ABA ANNUAL SECTION CONFERENCE PLANNING**

**Co-Chairs:**

Employer, 2019
Susan N. Eisenberg
Cozen O'Connor
200 S. Biscayne Blvd., Ste. 3000
Miami, FL 33131-2303
Phone: (305) 704-5941
seisenberg@cozen.com

Employer (In-House), 2019
Tamika Lynch
Siemens Corporation
1000 Deerfield Parkway
Buffalo Grove, IL 60089-4547
Phone: (847) 941-5425
tamika.lynch@siemens.com

Union & Employee, 2019
David M. Cook
Cook & Logothetis LLC
30 Garfield Place, Ste. 540
Cincinnati, OH 45202-4366
Phone: (513) 287-6980
dcook@econjustice.com

Employee, 2019
Cynthia N. Sass
Sass Law Firm
601 W. Dr. Martin Luther King Jr. Blvd.
Tampa, FL 33603-3449
Phone: (813) 251-5599
csass@sasslawfirm.com
Vice Chairs:

**Employer, 2019**

**Dennis M. McClelland**  
Phelps Dunbar LLP  
100 S. Ashley Drive, Ste. 1900  
Tampa, FL 33602-5315  
Phone: (813) 472-7865  
dennis.mcclelland@phelps.com

**Employer (In-House), 2019**

**Cheryl D. Jackson**  
State Farm Insurance  
1 State Farm Plaza, # B-3  
Bloomington, IL 61710-0001  
Phone: (309) 766-1983  
cheryl.d.jackson.cqn8@statefarm.com

**Union & Employee, 2019**

**Pamela Chandran**  
UNAC/UHCP  
955 Overland Court, Ste. 150  
San Dimas, CA 91773  
Phone: (909) 451-0610  
pamela.chandran@unacuhcp.org

**Employee, 2019**

**Lisa J. Banks**  
Katz, Marshall & Banks, LLP  
1718 Connecticut Avenue, NW  
Ste. 600  
Washington, DC 20009  
Phone: (202) 299-1140  
banks@kmblegal.com
Co-Chairs Emeritus:

**Employer, 2019**

**Molly K. Gabel**
Alaska Airlines
Post Office Box 68900
Seattle, WA 98168
Phone: (206) 392-5015
molly.gabel@alaskaair.com

**Union & Employee/Employee**

**Amy Shulman**
Outten & Golden LLP
685 Third Avenue, 25th Floor
New York, NY 10017
(212) 245-1000
ashulman@outtengolden.com

Council Liaisons:

**Employer**

George L. Washington, Jr.

**Union & Employee**

Hope J. Singer

**Public**

Louis Lopez
FEDERAL LAW CLERK TRAINING PROGRAM

Co-Chairs

Employer, 2019
Martin W. Aron
Jackson Lewis PC
220 Headquarters Plaza
Morristown, NJ 07960-6855
Phone: (973) 451-6370
martin.aron@jacksonlewis.com

Union & Employee, 2019
Allyson L. Belovin
Levy Ratner PC
80 8th Avenue, 8th Floor
New York, NY 10011-7175
Phone: (212) 627-8100
abelovin@levyratner.com

Employee, 2019
Michael Scimone
Outten & Golden LLP
685 Third Avenue, 25th Floor
New York, NY 10017
Phone: (212) 245-1000 Ext. 9806
mscimone@outtengolden.com

Public, 2019
Dane L. Steffenson
U.S. Department of Labor
61 Forsyth Street SW, Ste. 7T10
Atlanta, GA 30303-8816
Phone: (404) 302-5461
steffenson.dane@dol.gov

Council Liaisons:

Employer
Denise Drake

Union & Employee
Howard Z. Rosen

Employee
Richard T. Seymour
WEBINAR

Co-Chairs:

**Employer, 2019**
**Melinda Burrows**
Netscout Systems, Inc.
310 Littleton Road
Westford, MA 01886
Phone: (978) 614-4218
melinda.burrows@netscout.com

**Union & Employee, 2019**
**Pamela Jeffrey**
Levy Ratner PC
80 8th Avenue
New York, NY 10011-5126
Phone: (212) 627-8100
pjeffrey@levyratner.com

**Employee, 2019**
**Kristin Case**
The Case Law Firm, LLC
250 S. Wacker Drive, Ste. 230
Chicago, IL 60606-5800
Phone: (312) 920-0400
kcase@thecaselawfirm.com

**Public, 2019**
**Joane Si Ian Wong**
National Labor Relations Board
26 Federal Plaza, Room 3614
New York, NY 10278
Phone: (212) 776-8653
joane.wong@nlrb.gov

**Neutral, 2019**
**Keith D. Greenberg**
Arbitrator and Mediator
117 Calwood Way
North Bethesda, MD 20852
Phone: (301) 500-2149
kdgreenberg@laborarbitration.com
Vice Chairs:

**Employer, 2019**
Katherine C. Huibonhoa
Curley, Hurtgen & Johnsrud LLP
4400 Bonhannon Drive
Ste. 230
Menlo Park, CA 94025
Phone: (650) 600-5300
kuibonhoa@chjllp.com

**Union & Employee, 2019**
Gary M. Messing
980 9th Street, Ste. 380
Sacramento, CA 95814
Phone: (916) 446-5297
gary@majlabor.com

**Employee, 2019**
Matthew C. Helland
Nichols Kaster PLLP
235 Montgomery Street, Ste. 810
San Francisco, CA 94014
Phone: (415) 277-7235
helland@nka.com

**Public/Neutral, 2019**
Letitia F. Silas
Howard University
2400 Sixth Street NW, Ste. 321
Washington, D.C. 20059
Phone: (202) 806-2656
letitia.silas@howard.edu

Council Liaisons:

**Employer**
David S. Fortney

**Union & Employee**
Yona Rozen

**Employee**
Virginia L. Hardwick
FINANCE GROUP

BUDGET AND FINANCE

Co-Chairs: Employer, 2019
Douglas Dexter
Farella Braun & Martel LLP
235 Montgomery Street, Floor 17
San Francisco, CA 94104-3104
Phone: (415) 954-4400
ddexter@fbm.com

Union & Employee, 2019
Jules L. Smith
Blitman & King LLP
16 W. Main Street, Ste. 500
Rochester, NY 14614-1606
Phone: (585) 729-9355
jlsmith@bklawyers.com

Vice Chairs: Employer, 2019
Gary B. Eidelman
Saul Ewing Arnstein & Lehr LLP
500 E. Pratt Street, Ste. 900
Baltimore, MD 21202-3170
Phone: (410) 332-8975
geidelman@saul.com

Employee, 2019
Maureen S. Binetti
Wilentz Goldman & Spitzer
90 Woodbridge Center Drive, Box 10
Woodbridge, NJ 07095-0958
Phone (732) 855-6034
mbinetti@wilentz.com

Council Liaisons: Employer
Robert M. Goldich

Union & Employee
Stephen B. Moldof
REVENUE & PARTNERSHIP DEVELOPMENT

Co-Chairs:

Employer, 2019
Jeffrey Dretler
Fisher & Phillips LLP
200 State Street, Floor 7
Boston, MA 02109-2605
Phone: (617) 722-0044
jdretler@fisherphillips.com

Union & Employee, 2019
Daniel J. Kaspar
National Treasury Employees Union
33 N. LaSalle Street, Ste. 1700
Chicago, IL 60602-2603
Phone: (309) 472-4314
dan.j.kaspar@gmail.com

Employee, 2019
Michele R. Fisher
Nichols Kaster PLLP
80 S. 8th Street, Ste. 4600
Minneapolis, MN 55402-5305
Phone: (612) 256-3229
fisher@nka.com

Vice Chairs:

Employer, 2019
Kelly D. Bunting
Greenberg Traurig LLP
2001 Market Street
2700 Two Commerce Square
Philadelphia, PA 19103-7089
Phone: (215) 988-7858
buntingk@gtlaw.com
Union & Employee, 2019
Brianna Primozic Rapp
Rosen Marsili Rapp LLP
3600 Wilshire Blvd., Ste. 1800
Los Angeles, CA 90010-2679
Phone: (213) 389-6050
brapp@rmrllp.com

Employee, 2019
Christine E. Webber
Cohen Milstein Sellers & Toll PLLC
1100 New York Ave., NW
Washington, DC 20005-3964
Phone: (202) 408-4600
cwebber@cohenmilstein.com

Council Liaisons:

Employer
Julie Totten

Union & Employee
Gary L. Bailey

Employee, 2019
Arnie Pedowitz
MEETING & MEMBERSHIP GROUP

MEMBER SERVICES

Co-Chairs:

**Employer, 2019**
Kimberly W. Geisler  
Scott Dukes & Geisler PC  
211 Twenty-Second Street North  
Birmingham, AL 35203-3389  
Phone: (205) 251-2300  
kgeisler@scottdukeslaw.com

**Union & Employee, 2019**
Lisa Demidovich  
Bush Gottlieb  
801 North Brand Blvd., Ste. 950  
Glendale, CA 91203  
Phone: (818)-973-3220  
ldemidovich@bushgottleib.com

**Employee, 2019**
Tiseme G. Zegeye  
Lieff Cabraser Heimann Bernstein  
275 Battery Street, Floor 29  
San Francisco, CA 94111  
Phone: (415) 956-1000  
tzegeye@lchb.com

**Public, 2019**
Diane I. Smason  
Equal Employment Opportunity Commission  
500 W. Madison Street, Ste. 2000  
Chicago, IL 60661  
Phone: (312) 869-8120  
diane.smason@eeoc.gov
Vice Chairs:

Employer, 2019
Marytza J. Reyes
Sanchez & Amador LLP
800 S Figueroa Street, Ste. 1120
Los Angeles, CA 90017-2759
Phone: (213) 955-7200
reyes@sanchez-amador.com

Union & Employee, 2019
Janine Martin
Hammond and Shinners PC
13205 Manchester Road, Ste. 210
Saint Louis, MO 63131-1733
Phone: (314) 727-1015
jmartin@hammondshinners.com

Employee, 2019
Luis C. Hansen
Outten & Golden LLP
685 Third Avenue 25th Floor
New York, NY 10017
Phone: (212) 245-1000
lhansen@outtengolden.com

Public, 2019
Cristina A. Velez
Reemployment Assistance Appeals Commission
2740 Centerview Drive, Ste. 101
Tallahassee, FL 32399
Phone: (850) 487-2685
cristina.velez@raac.myflorida.com

Council Liaisons:

Employer
J. Randall Coffey

Employee
Jonathan Ben-Asher
MEMBERSHIP DEVELOPMENT

Co-Chairs:

**Employer, 2019**
Darrious Baker
International Paper
700 S. Kaminski Street
Georgetown, SC 29440
Phone: (850) 968-4225
darrious.baker@ipaper.com

**Union & Employee, 2019**
Daniel L. Bonnett
Martin & Bonnett PLLC
4647 N. 32nd Street, Ste. B185
Phoenix, AZ 85018-3345
Phone: (602) 240-6900
dbonnett@martinbonnett.com

**Employee, 2019**
Todd F. Jackson
Feinberg Jackson Worthman & Wasow
2030 Addison Street, Ste. 500
Berkeley, CA 94704-2658
Phone: (510) 269-7998
todd@feinbergjackson.com

Vice Chairs:

**Employer, 2019**
Vanessa M. Kelly
Clark Hill PLC
210 Carnegie Center, Ste. 102
Princeton, NJ 08540
Phone: (609) 785-2926
vkelley@clarkhill.com

**Union & Employee, 2019**
Angie Cowan Hamada
Allison Slutsky & Kennedy PC
230 W. Monroe Street, Ste. 2600
Chicago, IL 60606-4969
Phone: (312) 365-9400
hamada@ask-attorneys.com
Employee, 2019
Carolyn L. Wheeler
Katz Marshall & Banks LLP
1718 Connecticut Ave., N.W., 6th Floor
Washington, D.C. 20009
Phone: (202) 299-1140
wheeler@kmblegal.com

Council Liaisons:

Employer
Robert M. Goldich

Union & Employee
Hope J. Singer

Employee
Jonathan Ben-Asher

OUTREACH TO GOVERNMENT LAWYERS

Co-Chairs:

Employer, 2019
Reed L. Russell
Phelps Dunbar LLP
100 S. Ashley Drive, Suite 1900
Tampa, FL 33602
Phone: (813) 472-7589
reed.russell@phelps.com

Union & Employee, 2019
Michele N. Cotrupe
SEIU Local 1
111 East Wacker Drive, Ste. 1700
Chicago, IL 60601
Phone: (312) 233-8719
cotrupem@seiu1.org

Employee, 2019
Andrew M. Altschul
Buchanan Angeli Altschul & Sullivan LLP
921 SW Washington Street, Ste. 516
Portland, OR 97205-2839
Phone: (503) 974-5022
andrew@baaslaw.com
Council Liaisons:

Employer
David S. Fortney

Union & Employee
Yona Rozen

Public
Katherine E. Bissell

OUTREACH TO LAW STUDENTS

Co-Chairs: Employer, 2019
Jennifer T. Williams
Cozen O’Connor
200 S. Biscayne Blvd., Ste. 4410
Miami, FL 33131-1715
Phone: (305) 704-5944
jtwilliams@cozen.com

Union & Employee, 2019
Patrick E. Deady
Hogan Marren Babbo & Rose Ltd
321 N. Clark Street, Ste. 1301
Chicago, IL 60654
Phone: (312) 946-1800
ped@hmbr.com

Employee, 2019
Marni Willenson
Willenson Law LLC
542 S. Dearborn Street, Ste. 610
Chicago, IL 60605-1574
Phone: (312) 546-4910
marni@willensonlaw.com
Public/Neutral, 2019
Anna M. Pohl
Thomson Reuters
3 Times Square
New York, NY 10036
Phone: (646) 231-3405
anna.pohl@thomsonreuters.com

Academic, 2019
Christopher David Ruiz Cameron
Southwestern Law School
3050 Wilshire Blvd.
Los Angeles, CA 90010-1106
Phone: (213) 738-6749
ccameron@swlaw.edu

Law Student Liaison:
Aaron Bibb, 2019
(University of Wisconsin)
6004 Ridgewood Avenue
Monona, WI 53716
ajbibb@wisc.edu

Vice-Chairs:
Employer, 2019
D. Porpoise Evans
Perlman, Bajandas, Yevoli & Albright
283 Catalonia Avenue, Ste. 200
Coral Gables, FL 33134-6714
Phone: (305) 377-0086
pevans@pbyalaw.com

Union & Employee, 2019
Eve H. Cervantez
Altshuler Berzon LLP
177 Post Street, Ste. 300
San Francisco, CA 94108-4797
Phone: (415) 421-7151
ecvantez@altber.com

Employee, 2019
Fahreen S. Velji
Outten & Golden LLP
685 3rd Avenue, Fl. 25
New York, NY 10017-8413
Phone: (212) 245-1000
fvelji@outtengolden.com
Council Liaisons: 

**Employer**
Tanja L. Thompson

**Employee**
Virginia L. Hardwick

**OUTREACH TO YOUNG LAWYERS**

**Co-Chairs:**

**Employer, 2019**
Molly K. Gabel
Alaska Airlines
SEAZL
Post Office Box 68900
Seattle, WA 98168
Phone: (206) 392-5015
molly.gabel@alaskaair.com

**Union & Employee, 2019**
Jolsna Thomas
IBEW 520
4818 E. Ben White Blvd., Ste. 300
Austin, TX 78741
Phone: (512) 326-9540
jolsna_thomas@ibew520.org

**Employee, 2019**
Lindsey Wagner
Scott Wagner and Associates PA
3900 W. Alameda Avenue, Ste. 1200
Burbank, CA 91505
Phone: (213) 377-5200
lwagner@scottwagnerlaw.com

**Public, 2019**
Genaira L. Tyce
National Labor Relations Board
2 Metrotech Center, Ste. 5100
Brooklyn, NY 11201-3838
Phone: (718) 765-6168
genaira.tyce@nlrb.gov
Young Lawyers Division Liaison: Sarah Bryan Fask
Littler Mendelson PC
1601 Cherry Street, Ste. 1400
Philadelphia, PA 19102-1313
Phone: (267) 402-3070
sfask@littler.com

Council Liaisons:
Employer
Jennifer L. Sabourin

Employee
Lori D. Ecker

SOCIAL MEDIA

Co-Chairs:
Employer, 2019
Michael Schmidt
Cozen O'Connor
277 Park Avenue, 20th Floor
New York, NY 10172
Phone: (212) 453-3937
mschmidt@cozen.com

Union & Employee, 2019
Gregory K. McGillivary
Woodley & McGillivary
1101 Vermont Avenue NW, Ste. 1000
Washington, DC 20005-6319
Phone: (202) 833-8855
gkm@wmlaborlaw.com

Employee, 2019
Cynthia Pietrucha
Pietrucha Law Firm
2001 Butterfield Road, Ste. 105
Downers Grove, IL 60515
Phone: (630) 344-6370
cpietrucha@pietruchalaw.com
Public, 2019

Emily Martin
Washington State Public Employment Relations Commission
9757 NE Juanita Drive, Ste. 201
Kirkland, WA 98034-4291
Phone: (360) 664-3044
emily.martin@perc.wa.gov

Council Liaisons:

Employer
Douglas E. Dexter

Union & Employee
Eunice Washington

Employee
Lori D. Ecker

Academic
Cynthia E. Nance
PROGRAMMING & RESOURCES GROUP

DIVERSITY AND INCLUSION IN THE LEGAL PROFESSION

Co-Chairs:

Employer, 2019
Eric L. Barnum
BakerHostetler
1170 Peachtree Street NE, Ste. 2400
Atlanta, GA 30309-7676
Phone: (404) 946-9780
ebarnum@bakerlaw.com

Union & Employee, 2019
Melissa S. Woods
Cohen Weiss and Simon LLP
900 3rd Avenue, Floor 21
New York, NY 10022-4869
Phone: (516) 314-3276
mwoods@cwsny.com

Employee, 2019
Laura L. Ho
Goldstein Borgen Dardarian & Ho
300 Lakeside Drive, Ste. 1000
Oakland, CA 94612-3536
Phone: (510) 763-9800
lho@gbdhlegal.com

Public, 2019
Jo Linda Johnson
FEMA
Office of Equal Rights
500 C Street, SW
Washington, DC 20472
Phone: (202) 212-4122
jolinda.johnson@fema.dhs.gov

Vice Chairs:

Employer, 2019
Kristen H. Albertson
Wal-Mart Stores, Inc.
702 SW 8th Street, MS 0860
Bentonville, AR  72716-0860
Phone: (479) 277-4996
kristen.albertson@walmartlegal.com
Union & Employee, 2019
Hector A. De Haro
Bush Gottlieb Et. Al.
801 N. Brand Blvd., Ste. 950
Glendale, CA 91203
Phone: (818) 973-3200
hdeharo@bushgottlieb.com

Employee, 2019
Michael C. Subit
Frank Freed Subit & Thomas LLP
705 2nd Avenue, Ste. 1200
Seattle, WA 98104-1798
Phone: (206) 682-6711
msubit@frankfreed.com

Public, 2019
Victor Voloshin
Equal Employment Opportunity Commission
131 M Street NE
Washington, DC 20507
Phone: (202) 663-4095
victor.voloshin@eeoc.gov

Council Liaisons:
Employer
Joseph J. Torres

Union & Employee
Gwynne A. Wilcox

Employee
Lori D. Ecker

Public
Louis Lopez
## IMMIGRATION AND HUMAN TRAFFICKING

**Co-Chairs:**

**Employer, 2019**  
Jonathan A. Grode  
Green & Spiegel LLC  
1524 Delancey Street, Floor. 4  
Philadelphia, PA 19102-4916  
Phone: (215) 395-8959  
jgrode@gands-us.com

**Union & Employee, 2019**  
Mary O’Melveny  
3131 Connecticut Avenue, NW #2813  
Washington, DC 20008  
Phone: (202) 387-0697  
maryo.laboratty@gmail.com

**Employee, 2019**  
Jennifer (JJ) Rosenbaum  
Global Labor Justice  
1616 P Street, NW, Suite 150  
Washington DC 20036  
Phone: (504) 376-6238  
jjrosenbaum@globallaborjustice.org

**Public/Neutral/Academic, 2019**  
Marley S. Weiss  
University of Maryland  
Carey School of Law  
500 Baltimore Street  
Baltimore, MD 21201-1701  
Phone: (410) 706-7236  
mweiss@law.umaryland.edu

**Vice Chairs:**

**Employer, 2019**  
Sean G. Hanagan  
Jackson Lewis PC  
44 S. Broadway, FL 14  
White Plains, NY 10601-2331  
Phone: (914) 872-6879  
sean.hanagan@jacksonlewis.com
Employer (In House), 2019
Cathi J. Hunt
Starbucks Coffee Company
2401 Utah Avenue, Ste. 800
Seattle, WA 98134-1435
Phone: (206) 318-3619
chunt@starbucks.com

Union & Employee, 2019
Yolanda D. Montgomery
SEIU
1800 Massachusetts Ave. NW, Ste. 301
Washington, DC 20036
(972) 999-3165
yolanda.montgomery@seiufunds.org

Employee, 2019
M. Caleb Soto
National Day Laborer Organizing Network
674 S. La Fayette Park Place
Los Angeles, CA 90057
Phone: (305) 582-8868
csoto@ndlon.org

Public/Neutral, 2019
Karen N. Neilsen
National Labor Relations Board
1240 E. 9th Street, Room 1695
AJC Federal Building
Cleveland, OH 44199-2086
Phone: (216) 303-7384
karen.neilsen@nlrb.gov

Council Liaisons:

Employer
Denise Drake

Union & Employee
Wendy L. Kahn

Employee
Richard T. Seymour
IN-HOUSE CORPORATE COUNSEL

Co-Chairs:

**Employer, 2019**

**Valerie Butera**
General Motors Company
300 Renaissance Center
Tower 300, Floor 25
Detroit, MI 48265-0001
Phone: (313) 665-1022
valerie.butera@gm.com

**Employer, 2019**

**Eric D. Reicin**
MorganFranklin, Inc.
7900 Tysons One Place, Suite 300
McLean, VA 22102
Phone: (703) 564-7525
eric.reicin@morganfranklin.com

**Employer, 2019**

**Myra L. McKenzie-Harris**
Walmart Inc.
2101 SE Simple Savings Drive
MS 0745
Bentonville, AR 72716
Phone: (479) 277-2710
myra.mckenzie@walmartlegal.com

Vice Chairs:

**Employer, 2019**

**Caryl L. Flannery**
Centene Corporation
7700 Forsyth Blvd.
Saint Louis, MO 63105
Phone: (314) 583-5288
cflannery@centene.com

**Employer, 2019**

**Sepideh E. Smith**
CNH Industrial America LLC
6900 Veterans Blvd., Ste. 1800
Burr Ridge, IL 60527
Phone: (630) 481.1884
sepideh.smith@cnhind.com
LEADERSHIP DEVELOPMENT PROGRAM

Co-Chairs:

Employer, 2019
Bobby C. Simpson
General Electric Company
GE Appliance Park, AP2-226
Louisville, KY 40225-0001
Phone: (502) 751-6194
bobby.simpson@ge.com

Council Liaison:

Employer
George L. Washington, Jr.

Employer, 2019
Jeremy J. Glenn
Cozen O'Connor
123 N. Wacker Drive, Ste. 1800
Chicago, IL 60606-1770
Phone: (312) 474-7981
jglenn@cozen.com

Employer (In-House), 2019
Marisa Warren Sternstein
Dentsu Aegis Network
32 Avenue of The Americas, 18th Floor
New York, NY 10013
Phone: (201) 873-6879
marisa.sternstein@dentsuaegis.com

Union & Employee, 2019
Hope Pordy
Spivak Lipton, LLP
1700 Broadway, Ste. 2100
New York, NY 10019
Phone: (212) 765-2100
hpordy@spivaklipton.com

Employee, 2019
Marie E. Casciari
Debofsky, Sherman & Casciari, P.C.
200 W Madison Street, Ste. 2670
Chicago, IL 60606
Phone: (312) 561-4040
mcasciari@debofsky.com
Public, 2019
Mary (Ana) Anastasia Hermosillo
National Labor Relations Board
915 2nd Avenue, Ste. 2964
Seattle, WA 98174
Phone: (206) 220-6281
mary.hermosillo@nlrb.gov

Council Liaisons:

Employer
J. Randall Coffey

Union & Employee
Eunice Washington

PRO BONO AND COMMUNITY OUTREACH

Co-Chairs:

Employer, 2019
Mark E. Heath
Spilman Thomas & Battle PLLC
Post Office Box 273
300 Kanawha Blvd. E
Charleston, WV 25321-0273
Phone: (304) 340-3843
mheath@spilmanlaw.com

Union & Employee, 2019
Kate Swearengen
Cohen Weiss and Simon LLP
900 Third Avenue, Fl. 21
New York, NY 10022-4869
Phone: (212) 356-0272
kswearengen@cwsny.com

Employee, 2019
Amy Hong
Legal Aid Society
199 Water Street, 3rd Floor
New York, NY 10038-3526
Phone: (212) 577-3626
amhong@legal-aid.org
Neutral, 2019
Alan A. Symonette
Symonette ADR Services, Inc.
24 Veterans Square
Media, PA 19063
Phone: (210) 744-2528
asymonette@symonetteadr.com

Vice Chairs:

Employer, 2019
Allison D. Balus
Baird Holm LLP
1700 Farnam Street, Ste. 1500
Omaha, NE 68102-2068
Phone: (402) 636-8254
abalus@bairdholm.com

Union & Employee, 2019
Manuel Quinto-Pozos
Deats Durst & Owen PLLC
707 West 34th Street
Austin, TX 78705
Phone: (512) 474-6200
mqp@ddollaw.com

Employee, 2019
Lauren B. McGlothlin
Outten & Golden LLP
685 3rd Avenue, Fl. 25
New York, NY 10017-8413
Phone: (212) 245-1000
lmcglothlin@outtengolden.com

Neutral, 2019
Ralph A. Morris
Ralph A. Morris Mediator Arbitrator
553 N. North Court, Ste. 110
Palatine, IL 60067-8124
Phone: (312) 213-8959
ralph@morrismanda.com

Council Liaisons:

Employer
Jennifer L. Sabourin

Union & Employee
Mary K. O’Melveny
TRIAL ADVOCACY COMPETITION

Co-Chairs: Employer, 2019
Alisa B. Arnoff
Scalambrino & Arnoff LLP
105 W. Madison Street, Ste. 1600
Chicago, IL 60602
Phone: (312) 629-0546
aba@sacounsel.com

Union & Employer, 2019
Jay Jaffe
1199 SEIU United Healthcare Workers East
310 W. 43rd Street
New York, NY 10036-3981
Phone: (212) 261-2449
jayj@1199.org

Employee, 2019
Maureen S. Binetti
Wilentz Goldman & Spitzer
90 Woodbridge Center Drive, Box 10
Woodbridge, NJ 07095-0958
Phone: (732) 855-6034
mbinetti@wilentz.com

Vice Chairs: Employer, 2019
Anneliese Wermuth
Cozen O'Connor
123 N. Wacker Drive
Chicago, IL 60606-1743
Phone: (312) 474-7876
awermuth@cozen.com

Union & Employee, 2019
Travis S. West
Gilbert & Sackman
3699 Wilshire Blvd.
Los Angeles, CA 90010-2732
Phone: (323) 938-3000
twest@gslaw.org
Council Liaisons:

**Employer**
Eric W. Iskra

**Union & Employee**
Gary L. Bailey

**Employee**
Jonathan Ben-Asher
TRIAL INSTITUTE

Co-Chairs:

**Employer, 2019**
Mark Mallery
Ogletree Deakins et al
701 Poydras Street, Ste. 3500
New Orleans, LA 70139-7705
Phone: (504) 648-3847
mark.mallery@ogletreedeakins.com

**Union & Employee, 2019**
Jason C. Marsili
Rosen Marsili Rapp LLP
3600 Wilshire Blvd., Ste. 1800
Los Angeles, CA 90010-2679
Phone: (213) 389-6050
jmarsili@rmrllp.com

**Employee, 2019**
Lori L. Deem
Outten & Golden LLP
161 N Clark Street, Ste. 1600
Chicago, IL 60601
Phone: (312) 809-7010
ldeem@outtengolden.com

**Public, 2019**
Stephanie M. Jones
Social Security Administration
135 Circle Lane
Knoxville, TN 37919
Phone: (404) 304-9932
stephanie.m.jones@ssa.gov

Council Liaisons:

**Employer**
Eric W. Iskra

**Union & Employee**
Virginia L. Hardwick

**Employee**
Richard Rosenblatt
UNION ADMINISTRATION AND PROCEDURE

Co-Chairs: Union & Employee, 2019
William W. Osborne, Jr.
Osborne Law Offices
4301 Connecticut Avenue NW
Ste. 140
Washington, DC 20008-2304
Phone: (202) 955-3800
b.osborne@osbornelaw.com

Council Liaisons: Union & Employee
Joel A. D’Alba
PUBLICATIONS GROUP

ABA JOURNAL OF LABOR & EMPLOYMENT LAW

Co-Editors:

Matthew Bodie
Saint Louis University School of Law
100 N. Tucker Blvd.
Saint Louis, MO 63101-1931
Phone: (314) 977-7507
mbodie@slu.edu

Miriam A. Cherry
Saint Louis University School of Law
100 N. Tucker Blvd.
Saint Louis, MO 63101-1931
Phone: (314) 977-4537
mcherry3@slu.edu

Marcia McCormick
Saint Louis University School of Law
100 N. Tucker Blvd.
Saint Louis, MO 63101-1931
Phone: (314) 977-4263
mmccor20@slu.edu

Editorial Board Chair:

Employer, 2018-2019
Ellen C. Kearns
Constangy Brooks Smith & Prophete LLP
535 Boylston Street, Ste. 902
Boston, MA 02116-3776
Phone: (617) 849-7881
ekearns@constangy.com

Editorial Board Members:

Union & Employee, 2018-2021
Joel A. D’Alba
Asher Gittler & D’Alba Ltd.
200 W. Jackson Blvd., Ste. 720
Chicago, IL 60606-6941
Phone: (312) 263-1500
jad@ulaw.com
Union & Employee, 2018-2021
Stephen D. Gordon
492 Holly Avenue
Saint Paul, MN 55102-2206
Phone: (651) 291-0083
wlopet@visi.com

Union & Employee, 2018-2021
James I. Singer
Schuchat Cook & Werner
1221 Locust Street, Ste. 250
Saint Louis, MO 63103-2364
Phone: (314) 621-2626
jis@schuchatcw.com

Employee, 2018-2021
Paul W. Mollica
Outten & Golden LLP
161 N. Clark Street
Ste. 1600
Chicago, IL 60601
Phone: (312) 809-7010
pwmollica@outtengolden.com

Employer, 2018-2021
Barry A. Hartstein
Littler Mendelson PC
321 N. Clark Street, Ste. 1000
Chicago, IL 60654-4715
Phone: (312) 795-3260
bhartstein@littler.com

Employer, 2018-2021
Howard Shapiro
Proskauer Rose LLP
650 Poydras Street, Ste. 1800
New Orleans, LA 70130-6146
Phone: (504) 310-4085
howshapiro@proskauer.com
Employer, 2018-2021
Patricia Costello Slovak
Schiff Hardin LLP
233 S. Wacker Drive, Ste. 7100
Chicago, IL 60606-6446
Phone: (312) 258-5665
pslovak@schiffhardin.com

Public/Neutral, 2018-2021
Christine Godsil Cooper
820 Greenleaf Avenue
Glencoe, IL 60022-1324
Phone: (847) 471-3707
christine.g.cooper@gmail.com

TREATISE

Co-Chairs:

Employer, 2019
Melinda J. Caterine
Littler Mendelson PC
1 Monument Square, Ste. 600
Portland, ME 04101-6440
Phone: (207) 699-1123
mcaterine@littler.com

Union & Employee, 2019
William M. Kinney
Dowd Bloch Bennett Cervone Auerbach & Yokich
8 S. Michigan Avenue, Ste. 1900
Chicago, IL 60603-3315
Phone: (312) 372-1361
wkinney@laboradvocates.com

Employee, 2019
Mark D. Risk
Mark Risk PC
60 E. 42nd Street, Ste. 4700
New York, NY 10165-0006
Phone: (212) 682-4100
mdr@mrisklaw.com
Vice Chairs:

Employers, 2019
George S. Crisci
Zashin & Rich Co LPA
950 Main Avenue, Floor 4
Cleveland, OH 44113
Phone: (216) 696-4441
gsc@zrlaw.com

Union & Employee, 2019
Johnda D. Bentley
SEIU
1800 Massachusetts Avenue NW
Washington, DC 20036
Phone: (202) 730-7353
johnda.bentley@seiu.org

Employees, 2019
Rebekah L. Bailey
Nichols Kaster PLLP
80 S 8th Street, Ste. 4600
Minneapolis, MN 55402-5305
Phone: (612) 256-3200
bailey@nka.com

Publics, 2019
Rita Trivedi
National Labor Relations Board
1015 Half Street, SE
Washington, DC 20003-3654
Phone: (202) 273-0189
rita.trivedi@nlrb.gov

Council Liaisons:

Employer
Danny J. Kaufer

Union & Employee
Gwynne A. Wilcox  
**Employee**
David Borgen  
**Public/Neutral**
Katherine E. Bissell  

### eNEWSLETTER

#### Co-Chairs:

**Employer, 2019**
**David L. Johnson**
Butler Snow LLP  
150 3rd Avenue South, Ste. 1600  
Nashville, TN 37201-2046  
Phone: (615) 651-6731  
david.johnson@butlersnow.com  

**Employer, 2019**
**John Ho**
Cozen O'Connor  
277 Park Avenue  
New York, NY 10172  
Phone: (212) 883-4927  
jho@cozen.com  

**Union & Employee, 2019**
**Lisa M. Gomez**
Cohen Weiss and Simon LLP  
900 Third Avenue, Floor 21  
New York, NY 10022-4869  
Phone: (212) 356-0235  
lgomez@cwsny.com  

**Employee, 2019**
**Bernard R. Mazaheri**
Morgan & Morgan  
333 W Vine Street, Ste. 1200  
Lexington, KY 40507  
Phone: (863) 838-3838  
bmazaheri@forthepeople.com
Public, 2019
John A. Henderson
Equal Employment Opportunity Commission
31 Hopkins Plaza, Ste. 1432
Baltimore, MD 21201-2827
Phone: (410) 209-2246
John.henderson@eeoc.gov

Council Liaisons:

Employer
Eric A. Tate

Union & Employee
Gary L. Bailey

NEWSLETTER

Co-Chairs:

Employer, 2019
Amy M. Gaylord
Franczek Radelet PC
300 S. Wacker Drive, Ste. 3400
Chicago, IL 60606-6708
Phone: (312) 986-0300
amg@franczek.com

Union & Employee, 2019
Laurie M. Burgess
California Teachers Association
1705 Murchison Drive
Burlingame, CA 94010-4583
Phone: (650) 552-5419
lburgess@cta.org

Employee, 2019
Molly Brooks
Outten & Golden LLP
685 Third Avenue, Floor 25
New York, NY 10017
Phone: (617) 319-6166
mbrooks@outtengolden.com
Public, 2019
Channah S. Broyde
U.S. Department of Labor
61 Forsyth Street SW, Ste. 7T10
Atlanta, GA 30303-8816
Phone: (404) 302-5454
broyde.channah@dol.gov

Young Lawyer Division Liaison:
Sarah Bryan Fask
Littler Mendelson PC
1601 Cherry Street, Ste. 1400
Philadelphia, PA 19102-1313
Phone: (267)402-3070
sfask@littler.com

Vice Chairs:
Employer, 2019
Amber M. Rogers
Hunton & Williams LLP
1445 Ross Avenue, Ste. 3700
Dallas, TX 75202-2755
Phone: (214) 468-3308
Arogers@hunton.com

Union & Employee, 2019
Robert B. Stulberg
Broach & Stulberg LLP
1 Penn Plaza, Ste. 2601
New York, NY 10119-2016
Phone: (212) 268-1000
rstulberg@brostul.com

Employee, 2019
Lesley Tse
Getman & Sweeney PLLC
260 Fair Street
Kingston, NY 12401-3808
Phone: (845) 255-9370
ltse@getmansweeney.com

Public, 2019
H. William Constangy
4115 Pepperidge Drive
Charlotte, NC 28226-7223
Phone: (704) 807-8164
constangy@mindspring.com
Council Liaisons:

Employer
Tanja L. Thompson

Union & Employee
Jon H. Rosen

Employee
David Borgen
BLOOMBERG BNA

Co-Chairs: Employer, 2019
Stewart S. Manela
Arent Fox LLP
1717 K Street NW
Washington, DC 20006-5344
Phone: (202) 857-6364
manela.stewart@arentfox.com

Union & Employee, 2019
Stephen B. Moldof
Cohen Weiss and Simon LLP
900 Third Avenue, Floor 21
New York, NY 10022-4869
Phone: (212) 356-0210
smoldof@cwsny.com

Employee, 2019
Wayne N. Outten
Outten & Golden LLP
685 3rd Avenue, Floor 25
New York, NY 10017-8413
Phone: (212) 245-1000
wno@outtengolden.com

Council Liaisons: Employer
Gail Golman Holtzman

Union & Employee
Don Slesnick
CONTENT CONVERGENCE

Co-Chairs: Heather A. Morgan
Grube Brown & Geidt LLP
633 W. 5th Street, Ste. 3330
Los Angeles, CA 90071-3531
Phone: (213) 358-2814
heathermorgan@gbgllp.com

Kenneth L. Wagner
Blitman & King LLP
443 N. Franklin Street
Franklin Center, Ste. 300
Syracuse, NY 13204-5412
Phone: (315) 422-7111
klwagner@bklawyers.com

Brian E. Koncius
Bogas & Koncius PC
31700 Telegraph Road, Ste. 160
Bingham Farms, MI 48025-3404
Phone: (248) 502-5000
bkoncius@kbogaslaw.com

Timothy J. Darby
11033 Ring Road
Reston, VA 20190-3918
Phone: (703) 587-2013
intlxle@gmail.com

Council Liaisons: Julie A. Totten

Employer

Union & Employee

David Borgen
ADR IN LABOR AND EMPLOYMENT LAW

Co-Chairs: 
**Employer, 2019**
James S. Rosenfeld
Butzel Long
150 W. Jefferson Avenue, Ste. 100
Detroit, MI 48226-4452
Phone: (313) 225-7000
rosenfeld@butzel.com

**Union & Employee, 2021**
Wesley G. Kennedy
Allison Slutsky & Kennedy
230 W. Monroe Street, Ste. 2600
Chicago, IL 60606-4969
Phone: (312) 364-9400
kennedy@ask-attorneys.com

**Employee, 2019**
Raquel Fas Bravo
The Law Office of Raquel Fas Bravo
7862 Oak Grove Circle
Lake Worth, FL 33467-7121
Phone: (561) 755-2464
raquelfas@fasbravolaw.com

**Neutral, 2019**
Fredric R. Dichter
923 Turtle Cove Lane
Vero Beach, FL 32963-2323
Phone: (772) 925-1267
fdichter@gmail.com

Council Liaisons: 
**Employer**
Danny J. Kaufer

**Union & Employee**
Jon H. Rosen
DEVELOPMENT OF THE LAW UNDER THE NLRA

Co-Chairs:  
Employee, 2018-2020  
Amy Zdravecky  
Barnes & Thornburg  
One N. Wacker Drive, Ste. 4400  
Chicago, IL 60606  
Phone: (312) 953-5932  
amy.zdravecky@btlaw.com

Union & Employer, 2018-2021  
Nicole Cuda Perez  
Law Office of Nicole Cuda Perez  
54 McLane Court  
Dix Hills, NY 11746  
Phone: (631) 350-5256  
nicole@cudaperezlaw.com

Public, 2017-2020  
Jayme L. Sophir  
National Labor Relations Board  
1015 Half Street, SE  
Washington, DC 20570  
Phone: (202) 273-3837  
jayme.sophir@nlrb.gov

Council Liaisons:  
Employer  
Joseph J. Torres

Union & Employee  
Howard Z. Rosen
EMPLOYEE BENEFITS

Co-Chairs:

**Employer, 2017-2019**

**Russell L. Hirschhorn**
Proskauer Rose LLP
11 Times Square, Fl. 18
New York, NY 10036-6606
Phone: (212) 969-3286
rhirschhorn@proskauer.com

**Union & Employee, 2017-2020**

**Benjamin Eisner**
Spear Wilderman PC
230 S. Broad Street, Ste. 1400
Philadelphia, PA 19102-4104
Phone: (215) 732-0101
beisner@spearwilderman.com

**Employee, 2016-2019**

**Denise M. Clark**
Clark Law Group, PLLC
1250 Connecticut Ave. NW, Ste. 200
Washington, DC 20036-2643
Phone: (202) 293-0015
dmclark@benefitcounsel.com

**Public, 2018-2021**

**Joanne Roskey**
U.S. Department of Labor
Office of the Solicitor, Room N4611
200 Constitution Ave., NW
Washington, DC 20210
Phone: (202) 693-5591
roskey.joanne@dol.gov

Council Liaisons:

**Employer**
Robert M. Goldich

**Union & Employee**
Eunice Washington

**Public**
Ruben R. Chapa
EMPLOYMENT RIGHTS AND RESPONSIBILITIES

Co-Chairs:
Employer, 2018-2020
Paul E. Starkman
Clark Hill PLC
130 E. Randolph Street, Ste. 3900
Chicago, IL 60601
Phone: (312) 985-5900
pstarkman@clarkhill.com

Union & Employee, 2018-2021
Douglas L. Steele
Woodley & McGillivary
1101 Vermont Ave NW., Ste. 1000
Washington, DC 20005-6319
Phone: (202) 833-8855
dls@wmlaborlaw.com

Employee, 2016-2019
Lori L. Deem
Outten & Golden LLP
161 N. Clark Street, Ste.4700
Chicago, IL 60601
Phone: (312) 809-7010
ldeem@outtengolden.com

Public, 2018-2021
Hon. Stephanie M. Jones
Social Security Administration
135 Circle Lane
Knoxville, TN 37919
Phone: (404) 304-9932
stephanie.m.jones@ssa.gov

Council Liaisons:
Employer
Eric W. Iskra

Union & Employee
Michael P. Posner

Employee
Jonathan Ben-Asher

Public
Louis Lopez
EQUAL EMPLOYMENT OPPORTUNITY

Co-Chairs: 

Employer, 2018-2019 
Grace E. Speights 
Morgan Lewis & Bockius LLP 
1111 Pennsylvania Ave., NW 
Washington, DC 20004-2541 
Phone: (202) 739-5189 
grace.speights@morganlewis.com

Union & Employee, 2016-2019 
Kevin Brodar 
United Transportation Union 
24950 Country Club Blvd., Ste. 340 
North Olmsted, OH 44070-5333 
Phone: (216) 228-9400 
kbrodar@smart-union.org

Employee, 2018-2020 
Anne Shaver 
Lieff Cabraser Heimann & Bernstein 
275 Battery Street, Floor 29 
San Francisco, CA 94111-3339 
Phone: (415) 956-1000 
ashaver@lchb.com

Council Liaisons: 

Employer 
J. Randall Coffey

Union & Employee 
Richard Rosenblatt

Employee 
Kelly M. Dermody

Public 
Katherine E. Bissell
FEDERAL LABOR STANDARDS LEGISLATION

Co-Chairs: 

Employer, 2018-2020
Lawrence D. Peikes
Wiggin and Dana LLP
Two Stamford Plaza
281 Tresser Blvd.
Stamford, CT 06901-3238
Phone: (203) 363-7609
lpeikes@wiggin.com

Union & Employee, 2019
Jason C Marsili
Rosen Marsili Rapp LLP
3600 Wilshire Blvd., Ste. 1800
Los Angeles, CA 90010-2679
Phone: (213) 389-6050
jmarsili@rmrllp.com

Employee, 2016-2019
Michele R. Fisher
Nichols Kaster PLLP
80 S. 8th Street, Ste. 4600
Minneapolis, MN 55402-5305
Phone: (612) 256-3229
fisher@nka.com

Public, 2016-2019
Dane L Steffenson
U.S. Department of Labor
61 Forsyth Street SW, Ste. 7T10
Atlanta, GA 30303-8816
Phone: (404) 302-5461
steffenson.dane@dol.gov

Council Liaisons: 

Employer
Denise Drake

Union & Employee
Yona Rozen

Employee
David Borgen
FEDERAL SECTOR LABOR AND EMPLOYMENT LAW

Co-Chairs:

Employer, 2018-2021
James V. Blair
U.S. Securities and Exchange Commission
100 F Street NE, Floor 9
Washington, DC 20549
Phone: (202) 551-5126
blairj@sec.gov

Union & Employee, 2017-2020
Ericka Dorsey
American Federation of Government Employees
80 F Street NW
Washington, DC 20001
Phone: (202) 639-4004
ericka.dorsey@afge.org

Employee, 2018-2019
Joseph M. Creed
Joseph Greenwald & Laake PA
111 Rockville Pike, Suite 975
Rockville, MD 20850
Phone: (240) 553-1191
jcreed@jgllaw.com

Public, 2016-2019
Fred B. Jacob
Federal Labor Relations Authority
1400 K Street, NW
Washington, DC 20005-2403
Phone: (202) 218-7999
fjacob@flra.gov

Council Liaisons:

Employer
David S. Fortney

Union & Employee
Eunice Washington
INTERNATIONAL LABOR & EMPLOYMENT LAW

Co-Chairs: Employer, 2018-2021
David W. Garland
Epstein Becker & Green PC
250 Park Avenue, Floor 12
New York, NY 10177-1211
Phone: (212) 351-4708
dgarland@ebglaw.com

International, 2018-2020
Clare Murray
CM Murray LLP
36 – 38 Cornhill, First Floor
London, England
Phone: +44 20 7933 9133
clare.murray@cm-murray.com

Union & Employee, 2016-2019
Owen E. Herrnstadt
International Association of Machinists & Aerospace
9000 Machinists Place
Upper Marlboro, MD 20772-2675
Phone: (301) 967-4596
oherrnstadt@iamaw.org

Employee, 2017-2020
Katherine Blostein
Outten & Golden LLP
685 3rd Avenue
New York, NY 10017-4024
Phone: (212) 245-1000
kblostein@outtengolden.com

Council Liaisons:

Employer
Gail Golman Holtzman

Union & Employee
Don Slesnick
OCCUPATIONAL SAFETY AND HEALTH LAW

Co-Chairs: Employer, 2018-2021
Steven R. McCown
Littler Mendelson PC
2001 Ross Avenue, Ste. 1500
Dallas, TX 75201-2931
Phone: (214) 880-8101
smccown@littler.com

Union & Employee, 2018-2021
Jonathan D. Karmel
The Karmel Law Firm
221 N. LaSalle Street, Ste. 1550
Chicago, IL 60601-1224
Phone: (312) 641-2910
jon@karmellawfirm.com

Public, 2018-2021
Madeleine T. Le
U.S. Department of Labor
Office of the Solicitor
525 S. Griffin Street, Ste. 501
Dallas, TX 75202-5002
Phone: (972) 850-3100
le.madeleine@dol.gov

Council Liaisons: Employer
Eric A. Tate

Union & Employee
Victoria L. Bor

PRACTICE AND PROCEDURE UNDER THE NLRA

Co-Chairs: Employer, 2017-2019
Jennifer Platzkere Snyder
Dilworth Paxson LLP
1500 Market Street
Ste. 3500E
Philadelphia, PA 19102-2101
Phone: (215) 575-7077
jsnyder@dilworthlaw.com
Council Liaisons:

Employer
Tanja L. Thomson

Union & Employee
Hope J. Singer

RAILWAY AND AIRLINE LABOR LAW

Co-Chairs:

Employer, 2016-2019
Chris Hollinger
O'Melveny & Myers LLP
2 Embarcadero Center, Floor 28
San Francisco, CA 94111-3823
Phone: (415) 984-8700
chollinger@omm.com

Union & Employee, 2018-2021
Marcus C. Migliore
Air Line Pilots Association International
1625 Massachusetts Avenue NW
Ste. 800
Washington, DC 20036-2212
Phone: (202) 797-4054
marcus.migliore@alpa.org

Public, 2018-2019
Mary L. Johnson
National Mediation Board
1301 K Street, NW, Ste. 250E
Washington, DC 20006
Phone: (202) 692-5040
johnson@nmb.gov
Council Liaisons: Employer  
Jennifer Sabourin

Union & Employee  
Stephen B. Moldof

STATE AND LOCAL GOVERNMENT BARGAINING AND EMPLOYMENT LAW

Co-Chairs: Employer, 2017-2020  
Mark L. Olson  
Buelow Vetter Buikema Olson Vliet  
20855 Watertown Road, Ste. 200  
Waukesha, WI 53186-1873  
Phone: (262) 364-0256  
molson@buelowvetter.com

Union & Employee, 2018-2021  
Timothy E. Hawks  
Hawks Quindel S C  
Post Office Box 442  
Milwaukee, WI 53201-0442  
Phone: (414) 271-8650  
thawks@hq-law.com

Neutral, 2016-2019  
D. Lynn Morison  
Bureau of Employment Relations  
3026 W. Grand Blvd., Ste. 2-750  
Detroit, MI 48202-2988  
Phone: (313) 456-3516  
morisonl@michigan.gov

Council Liaisons:  
Employer  
Eric A. Tate

Union & Employee  
Gary L. Bailey
TECHNOLOGY IN THE PRACTICE AND WORKPLACE

Co-Chairs:
Employer, 2017-2020
Felicia Davis
Paul Hastings LLP
515 S. Flower Street, Fl.25
Los Angeles, CA 90071-2228
Phone: (213) 683-6120
feliciadavis@paulhastings.com

Union & Employee, 2017-2020
Nicole (Nikki) H. Decter
Segal Roitman LLP
33 Harrison Avenue, Fl. 7
Boston, MA 02111-2035
Phone: (617) 742-0208
ndecter@segalroitman.com

Employee, 2016-2019
Zoë Degeer
Outten & Golden LLP
One California Street 12th Floor
San Francisco, CA 94111
Phone: (415) 638-8800
zdegeer@outtengolden.com

Public, 2016-2019
John A. Henderson
Equal Employment Opportunity Commission
31 Hopkins Plaza, Ste. 1432
Baltimore, MD 21201-2827
Phone: (410) 209-2246
John.henderson@eeoc.gov

Council Liaisons:
Employer
Julie A. Totten

Union & Employee
Gwynne A. Wilcox

Employee
Lori D. Ecker
WORKERS’ COMPENSATION

Co-Chairs: 

Employer, 2017-2020
Elizabeth (Beth) C. Smith
Verrill Dana LLP
1 Portland Square
Portland, ME  04101-4054
Phone: (207) 774-4000
esmith@verrilldana.com

Union & Employee, 2016-2019
David H. Moskowitz
Morgan & Morgan
Post Office Box 57007
Atlanta, GA  30343-1007
Phone: (404) 965-8848
dmoskowitz@forthepeople.com

Employee, 2018-2021
Timothy O. Malloy
Malloy Etzler & Lawhead, PC
9635 Saric Court
Highland, IN 46322-3218
Phone: (219) 922-3901
timm@mellaw.net

Public, 2018-2019
Todd B. Seelig
Pennsylvania Department of Labor & Industry
110 N. 8th Street, Ste.400
Philadelphia, PA  19107
Phone: (215) 560-2488
wcjseelig@gmail.com

Council Liaisons: 

Employer
James A. Reiter

Union & Employee
Howard Z. Rosen
Vicki L. Abrahamson  
Abrahamson Vorachek & Levinson  
120 N La Salle Street, Ste. 1050  
Chicago, IL 60602-2490  
Phone: (312) 263-2698  
vlabrahamson@avmlaw.com  
Former Council Member

Vincent J. Apruzzese  
450 Beach Road, Apt. 119  
Vero Beach, FL 32963-3201  
Phone: (908) 580-1776  
vja2@mac.com  
Former Section Chair

Sara Adler  
Dispute Resolution Services  
1034 Selby Avenue  
Los Angeles, CA 90024-3106  
Phone: (310) 474-5170  
sadlerarb@gmail.com  
Former Council Member

Alisa B. Arnoff  
Scalambrino & Arnoff LLP  
105 W. Madison Street  
Ste. 1600  
Chicago, IL 60602  
Phone: (312) 629-0546  
aba@sacounsel.com  
Trial Advocacy Competition

Kristen H. Albertson  
Wal-Mart Stores, Inc.  
702 SW 8th Street, MS 0860  
Bentonville, AR 72716-0860  
Phone: (479) 277-4996  
kristen.albertson@walmart.com  
Diversity and Inclusion In the Legal Profession

Martin W. Aron  
Jackson Lewis PC  
220 Headquarters Plaza  
Morristown, NJ 07960-6855  
Phone: (973) 451-6370  
martin.aron@jacksonlewis.com  
Federal Law Clerk Training Program

Andrew M. Altschul  
Buchanan Angeli Altschul & Sullivan LLP  
921 SW Washington Street, Ste. 516  
Portland, OR 97205-2839  
Phone: (503) 974-5022  
andrew@baaslaw.com  
Outreach to Government Lawyers

Bernard F. Ashe  
7 Bedford Court  
Delmar, NY 12054-9718  
Phone: (518) 439-6713  
bfashe@verizon.net  
Former Section Chair

Paula Graves Ardelean  
Butler Snow LLP  
Post Office Box 6010  
Ridgeland, MS 39158-6010  
Phone: (601) 948-5711  
paula.ardelean@butlersnow.com  
Former Council Member

Loretta T. Attardo  
Attorney Arbitrator Mediator  
330 Beacon Street, No. 31  
Boston, MA 02116-1153  
Phone: (781) 639-2022  
lattardoadr@aol.com  
Former Council Member
**Gary L. Bailey**  
Illinois FOP Labor Council  
5600 Wolf Road, Ste. 120  
Western Springs, IL 60558-2268  
Phone: (708) 784-1010  
gbailey@fop.org  
*Council Member*  
*Liaison to:*  
Revenue & Partnership  
Development  
eNewsletter  
Trial Advocacy Competition  
State and Local Government  
Bargaining & Employment Law

**Rebekah L. Bailey**  
Nichols Kaster PLLP  
80 S. 8th Street, Ste. 4600  
Minneapolis, MN 55402-5305  
Phone: (612) 256-3200  
bailey@nka.com  
*Treatise Committee*

**Darrious Baker**  
International Paper  
700 S. Kaminski Street  
Georgetown, SC 29440  
Phone: (850) 968-4225  
darrious.baker@ipaper.com  
*Membership Development*

**Allison D. Balus**  
Baird Holm LLP  
1700 Farnam Street, Ste. 1500  
Omaha, NE 68102-2068  
Phone: (402) 636-8254  
abalus@bairdholm.com  
*Pro Bono & Community Outreach*

**Lisa J. Banks**  
Katz, Marshall & Banks, LLP  
1718 Connecticut Avenue, NW  
Ste. 600  
Washington, DC 20009  
Phone: (202) 299-1140  
banks@kmblegal.com  
*Annual Section Conference Planning*

**Eric L. Barnum**  
BakerHostetler  
1170 Peachtree Street NE  
Ste. 2400  
Atlanta, GA 30309-7676  
Phone: (404) 946-9780  
ebarnum@bakerlaw.com  
*Diversity and Inclusion In the Legal Profession*

**Christopher A. Barreca**  
25 Park Drive  
Waterford, CT 06385-1409  
Phone: (203) 961-7466  
*Former Section Chair*

**Allyson L. Belovin**  
Levy Ratner PC  
80 8th Avenue, Fl. 8  
New York, NY 10011-7175  
Phone: (212) 627-8100  
abelovin@levyratner.com  
*Federal Law Clerk Training Program*

**Jonathan Ben-Asher**  
Ritz Clark & Ben-Asher LLP  
1 Liberty Plaza - 23rd Floor  
165 Broadway  
New York, NY 10006-1404  
Phone: (212) 321-7075  
jben-asher@rcbalaw.com  
*Council Member*  
*Liaison to:*  
Member Services  
Membership Development  
Trial Advocacy Competition  
Employment Rights & Responsibilities
Johnda D. Bentley
SEIU
1800 Massachusetts Avenue NW
Washington, DC 20036
Phone: (202) 730-7353
johnda.bentley@seiu.org
  Treatise Committee

Aaron Bibb
(University of Wisconsin)
6004 Ridgewood Avenue
Monona, WI 53716
ajbibb@wisc.edu
  Law Student Division Liaison
  Outreach to Law Students

Maureen S. Binetti
Wilentz Goldman & Spitzer
90 Woodbridge Center Drive
Box 10
Woodbridge, NJ 07095-0958
Phone (732) 855-6034
mbinetti@wilentz.com
  Budget and Finance
  Trial Advocacy Competition

Katherine E. Bissell
U.S. Department of Labor
1608 32nd Street NW
Washington, DC 20007-2930
Phone: (202) 368-8137
bissell.katherine@dol.gov
  Council Member-at-Large
  Outreach to Government Lawyers
  Treatise Committee
  Equal Employment Opportunity

James V. Blair
U.S. Securities and Exchange Commission
100 F Street, NE
Floor 9
Washington, DC 20549
Phone: (202) 551-5126
blairj@sec.gov
  Federal Sector Labor and Employment Law

Katherine Blostein
Outten & Golden LLP
685 3rd Avenue
New York, NY 10017-4024
Phone: (212) 245-1000
kblostein@outtengolden.com
  International Labor and Employment Law

Matthew Bodie
Saint Louis University School of Law
100 N. Tucker Blvd.
Saint Louis, MO 63101-1931
Phone: (314) 726-1923
mbodie@slu.edu
  ABA Journal of Labor and Employment Law

Victoria L. Bor
Sherman Dunn, PC
900 7th Street NW
Ste. 1000
Washington, DC 20001-4070
Phone: (202) 785-9300
bor@shermandunn.com
  Governance Liaison
  Liaison to:
  Occupational Safety and Health Law
David Borgen
Goldstein Borgen Dardarian & Ho
300 Lakeside Drive, Ste. 1000
Oakland, CA 94612-3536
Phone: (510) 763-9800
dborgen@gbdhlegal.com
Council Member
Liaison to:
Treatise Committee
Newsletter
Content Convergence
Federal Labor Standards
Legislation

Phone: (404) 302-5454
broyde.channah@dol.gov
Newsletter

Kelly D. Bunting
Greenberg Traurig LLP
2001 Market Street
2700 Two Commerce Square
Philadelphia, PA 19103-7089
Phone: (215) 988-7858
buntingk@gtlaw.com
Revenue and Partnership
Development

Kevin Brodar
United Transportation Union
24950 Country Club Blvd.
Ste. 340
North Olmsted, OH 44070-5333
Phone: (216) 228-9400
kbrodar@smart-union.org
Equal Employment Opportunity

Laurie M. Burgess
California Teachers Association
1705 Murchison Drive
Burlingame, CA 94010-4583
Phone: (650) 552-5419
lburgess@cta.org
Newsletter

Molly Brooks
Outten & Golden LLP
685 Third Avenue, Floor 25
New York, NY 10017
Phone: (617) 319-6166
mbrooks@outtengolden.com
Newsletter

Melinda Burrows
Netscout Systems, Inc.
310 Littleton Road
Westford, MA 01886
Phone: (978) 614-4218 EXT meli
Melinda.Burrows@netscout.com
Webinar

Barbara Berish Brown
Paul Hastings LLP
875 15th Street NW
Washington, DC 20005-2226
Phone: (202) 551-1717
barbarabrown@paulhastings.com
Former Section Chair

William Bush
Legal Aid Society of Mid Tennessee
& Cumberlands
9 S. Jefferson Avenue, Ste. 102
Cookeville, TN 38501-3377
Phone: (931) 528-7436
bbush@las.org
Liaison to:
ABA Committee On Pro Bono
& Public Service

Channah S. Broyde
U.S. Department of Labor
61 Forsyth Street SW, Ste. 7T10
Atlanta, GA 30303-8816
Valerie Butera  
General Motors Company  
300 Renaissance Center  
Tower 300, Floor 25  
Detroit, MI 48265-0001  
Phone: (313) 665-1022  
valerie.butera@gm.com  
*In-House Corporate Counsel*

Christopher David Ruiz Cameron  
Southwestern Law School  
3050 Wilshire Blvd.  
Los Angeles, CA 90010-1106  
Phone: (213) 738-6749  
cameron@swlaw.edu  
*Immediate Past Secretary*  
*Outreach to Law Students*

Marie E. Casciari  
Debofsky, Sherman & Casciari, P.C.  
200 W Madison Street  
Ste. 2670  
Chicago, IL 60606  
Phone: (312) 561-4040  
cmpisciari@debofsky.com  
*Leadership Development Program*

Kristin Case  
The Case Law Firm, LLC  
250 S. Wacker Drive, Ste. 230  
Chicago, IL 60606-5800  
Phone: (312) 920-0400  
kcase@thecaselawfirm.com  
*Webinar*

Melinda J. Caterine  
Littler Mendelson PC  
1 Monument Square, Ste. 600  
Portland, ME 04101-6440  
Phone: (207) 699-1123  
mcaterine@littler.com  
*Treatise Committee*

Eve H. Cervantez  
Altshuler Berzon LLP  
177 Post Street, Ste. 300  
San Francisco, CA 94108-4797  
Phone: (415) 421-7151  
ecervantez@altber.com  
*Outreach to Law Students*

Pamela Chandran  
UNAC/UHCP  
955 Overland Court, Ste. 150  
San Dimas, CA 91773  
Phone: (909) 451-0610  
pamela.chandran@unacuhcp.org  
*Annual Section Conference Planning*

Ruben R. Chapa  
U.S. Department of Labor  
230 S. Dearborn Street  
Ste. 844  
Chicago, IL 60604-1779  
Phone: (312) 353-6993  
chapa.ruben@dol.gov  
*Former Council Member*  
*Liaison to:*  
*Employee Benefits*

Miriam A. Cherry  
Saint Louis University School of Law  
100 N. Tucker Blvd.  
Saint Louis, MO 63101-1925  
Phone: (314) 977-2761  
mcherry3@slu.edu  
*ABA Journal of Labor and Employment Law*

Denise M. Clark  
Clark Law Group, PLLC  
1100 Connecticut Ave. NW, Ste. 200  
Washington, DC 20036-2643  
Phone: (202) 293-0015  
dmclark@benefitcounsel.com
Former Council Member
Employee Benefits

Richard S. Cleary
Frost Brown Todd LLC
400 W. Market Street, Ste. 3200
Louisville, KY 40202-3359
rcleary@fbtlaw.com

Former Council Member

J. Randall Coffey
Fisher & Phillips LLP
4900 Main Street, Ste. 650
Kansas City, MO 64112-2759
Phone: (816) 842-8770
rcoffey@fisherphillips.com

Council Member
Liaison to:
Member Services
Leadership Development Program
Equal Employment Opportunity

Robert J. Connerton
Connerton & Payne
511 Boston Avenue
Takoma Park, MD 20912-4105
Phone: (202) 213-1041

H. William Constangy
4115 Pepperidge Drive
Charlotte, NC 28226-7223
Phone: (704) 807-8164
constangy@mindspring.com

Newsletter

David M. Cook
Cook & Logothetis LLC
30 Garfield Place, Ste. 540
Cincinnati, OH 45202-4366
Phone: (513) 287-6980
dcook@econjustice.com

Annual Section Conference Planning

Christine Godsil Cooper
820 Greenleaf Avenue
Glencoe, IL 60022-1324
Phone: (847) 471-3707
christine.g.cooper@gmail.com

ABA Journal of Labor and Employment Law

Michele N. Cotrupe
SEIU Local 1
111 East Wacker Drive
Ste. 1700
Chicago, IL 60601
Phone: (312) 233-8719
cotrupem@seiu1.org

Outreach to Government Lawyers

Michelle D. Craig
Transcendent Legal
1441 Canal Street
Ste. 317
New Orleans, LA 70112-2664
Phone: (504) 549-4557
mcrraig@tlg.law

Liaison to:
ABA CPR/SOC Professional Responsibility Committee

Joseph M. Creed
Joseph Greenwald & Laake PA
111 Rockville Pike, Ste. 975
Rockville, MD 20850
Phone: (240) 553-1191
jcreed@jgllaw.com

Federal Sector Labor and Employment Law

George S. Crisci
Zashin & Rich Co LPA
950 Main Avenue, Floor 4
Cleveland, OH 44113
Phone: (216) 696-4441
gsc@zrlaw.com

Treatise Committee
Joel A. D’Alba
Asher Gittler & D’Alba Ltd.
200 W. Jackson Blvd., Ste. 720
Chicago, IL 60606-6941
Phone: (312) 263-1500
jad@ulaw.com
Former Section Chair
ABA Journal of Labor and Employment Law
Liaison to:
Union Administration and Procedure

Barbara J. D’Aquila
Norton Rose Fulbright US LLP
60 S. 6th Street, Ste. 3100
Minneapolis, MN 55402
Phone: (612) 321-2800
barbara.d'aquila@nortonrosefulbright.com
Former Council Member
Liaison to:
ABA Center for Human Rights

Timothy J. Darby
11033 Ring Road
Reston, VA 20190-3918
Phone: (703) 587-2013
intlxxle@gmail.com
Content Convergence

Harold J. Datz
National Labor Relations Board
1099 14th Street, NW
Washington, DC 20005-3419
Phone: (202)273-1735
Former Council Member

Felicia Davis
Paul Hastings LLP
515 S. Flower Street, Fl.25
Los Angeles, CA 90071-2228

Phone: (213) 683-6120
feliciadavis@paulhastings.com
Technology in the Practice and Workplace

Patrick E. Deady
Hogan Marren Babbo & Rose Ltd
321 N. Clark Street, Ste. 1301
Chicago, IL 60654
Phone: (312) 946-1800
ped@hmbr.com
Outreach to Law Students

Hector A. DeHaro
Bush Gottlieb Et Al
801 N. Brand Blvd., Ste. 950
Glendale, CA 91203
Phone: (818) 973-3200
hdeharo@bushgottlieb.com
Diversity and Inclusion In the Legal Profession

Nicole H. Decter
Segal Roitman LLP
33 Harrison Avenue, Fl. 7
Boston, MA 02111-2035
Phone: (617) 742-0208
ndecter@segalroitman.com
Technology In the Practice and Workplace

Lori L. Deem
Outten & Golden LLP
161 N. Clark Street
Ste. 1600
Chicago, IL 60601
Phone: (312) 809-7010
ldeem@outtengolden.com
Trial Institute
Employment Rights and Responsibilities
Zoë Degeer  
Outten & Golden LLP  
One California Street, 12th Floor  
San Francisco, CA 94111  
Phone: (415) 638-8800  
zdegeer@outtengolden.com  
*Technology in the Practice  
And Workplace*

Lisa Demidovich  
Bush Gottlieb et al  
801 North Brand Blvd.  
Ste. 950  
Glendale, CA 91203  
Phone: (818) 973-3220  
ldemidovich@bushgottlieb.com  
*Member Services*

Kelly M. Dermody  
Lieff Cabraser Heimann  
& Bernstein LLP  
275 Battery Street, Fl. 29  
San Francisco, CA 94111-3339  
Phone: (415) 956-1000  
kdermody@lchb.com  
*Former Council Member  
Liaison to:  
Equal Employment Opportunity*

Douglas E. Dexter  
Farella Braun & Martel LLP  
235 Montgomery Street  
Floor 17  
San Francisco, CA 94104-3104  
Phone: (415) 954-4400  
ddexter@fbm.com  
*Budget and Finance  
Liaison to:  
Social Media*

Fredric R. Dichter  
923 Turtle Cove Lane  
Vero Beach, FL 32963-2323  
Phone: (772) 925-1267  
fdichter@gmail.com  
*ADR in Labor and Employment Law*

Mark S. Dichter  
Morgan Lewis & Bockius LLP  
1701 Market Street  
Philadelphia, PA 19103-2987  
Phone (215) 963-5291  /mdichter@morganlewis.com  
*Former Section Chair*

Kathryn Burkett Dickson  
Dickson Geesman LLP  
1999 Harrison Street  
Ste. 2000  
Oakland, CA 94612-3666  
Phone: (510) 899-4670  
kathy@dicksongeesman.com  
*Former Council Member*

Robert M. Dohrmann  
16437 Sloan Drive  
Los Angeles, CA 90049  
Phone: (310) 472-0178  
rmd@ssdslaw.com  
*Former Section Chair*

Lonny H. Dolin  
77 Eagle Rock Road  
Landrum, SC 29356  
lonnydolin@me.com  
*Former Council Member*
**Ericka Dorsey**  
American Federation of  
Government Employees (AFGE)  
80 F Street NW  
Washington, DC 20001  
Phone: (202) 639-4004  
ericka.dorsey@afge.org  
*Federal Sector Labor and Employment Law*

**Denise Drake**  
Polsinelli  
900 W. 48th Place  
Ste. 900  
Kansas City, MO 64112-1899  
Phone: (816) 340-4357  
ddrake@polsinelli.com  
*Council Member*  
*Liaison to:*  
*Federal Law Clerk Program*  
*Immigration & Human Trafficking*  
*Federal Labor Standards Legislation*

**Jeffrey Dretler**  
Fisher & Phillips LLP  
200 State Street, Floor 7  
Boston, MA 02109-2605  
Phone: (617) 722-0044  
jdretler@fisherphillips.com  
*Revenue & Partnership Development*

**Hope B. Eastman**  
Paley Rothman  
4800 Hampden Lane, Ste. 700  
Bethesda, MD 20814-2930  
Phone: (301) 951-9326  
heastman@paleyrothman.com  
*Former Council Member*

**Lori D. Ecker**  
Law Office of Lori D. Ecker  
19 South La Salle Street  
Ste. 1600  
Chicago, IL 60603  
Phone: (312) 855-1880  
loriecker@ameritech.net  
*Council Member*  
*Liaison to:*  
*Outreach to Young Lawyers*  
*Social Media*  
*Diversity & Inclusion in the Legal Profession*  
*Technology in the Practice and Workplace*

**Gary B. Eidelman**  
Saul Ewing Arnstein & Lehr LLP  
500 E. Pratt Street, Ste. 900  
Baltimore, MD 21202-3170  
Phone: (410) 332-8975  
geidelman@saul.com  
*Budget and Finance*

**Susan N. Eisenberg**  
Cozen O’Connor  
200 S. Biscayne Blvd.  
Ste. 3000  
Miami, FL 33131-2303  
Phone: (305) 704-5941  
seisenberg@cozen.com  
*Annual Section Conference Planning*

**Benjamin Eisner**  
Spear Wilderman PC  
230 S. Broad Street, Ste. 1400  
Philadelphia, PA 19102-4104  
Phone: (215) 732-0101  
beisner@spearwilderman.com  
*Employee Benefits*
Donald Elisburg
Donald Elisburg Law Offices
177 Ocean Lane Drive, #1111
Key Biscayne, FL  33149-3000
Phone: (301) 299-2950
delisburg@dhorton.com
  Former Council Member

D. Porpoise Evans
Perlman, Bajandas, Yevoli Albright
283 Catalonia Avenue
Coral Gables, FL  33134-6714
Phone: (305) 586-9015
pevans@pbyalaw.com
  Outreach to Law Students

Raquel Fas Bravo
The Law Office of Raquel Fas Bravo
7862 Oak Grove Circle
Lake Worth, FL  33467-7121
Phone: (561) 755-2464
raquelfas@fasbravolaw.com
  ADR in Labor and Employment Law

Sarah Bryan Fask
Littler Mendelson PC
1601 Cherry Street
Ste. 1400
Philadelphia, PA  19102-1313
Phone: (267) 402-3070
sfask@littler.com
  Young Lawyers Division Liaison
    Newsletter
  Outreach to Young Lawyers

James M. Finberg
Altshuler Berzon LLP
177 Post Street
Ste. 300
San Francisco, CA  94108-4797
Phone: (415) 421-7151
jfinberg@altber.com
  ABA Annual Meeting

Michele R. Fisher
Nichols Kaster PLLP
80 S. 8th Street
Ste. 4600
Minneapolis, MN  55402-5305
Phone: (612) 256-3229
fisher@nka.com
  Revenue & Partnership Development
  Federal Labor Standards Legislation

Caryl L. Flannery
Centene Corporation
7700 Forsyth Blvd.
Saint Louis, MO  63105
Phone: (314) 583-5288
cflannery@centene.com
  In-House Corporate Counsel

David S. Fortney
Fortney & Scott LLC
1750 K Street, NW, Ste.325
Washington, DC  20006-2313
Phone: (202) 689-1200
dfortney@fortneyscott.com
  Council Member
  Liaison to:
    Outreach to Government Lawyers
  Webinar
  Federal Sector Labor and Employment Law

Keith D. Frazier
Ogletree Deakins et al
401 Commerce Street
Ste. 1200
Nashville, TN  37219-2491
Phone: (615) 254-1900
keith.frazier@ogletreedekins.com
  Delegate to the House of Delegates
Molly K. Gabel  
Alaska Airlines  
Post Office Box 68900  
Seattle, WA  98168  
Phone: (206) 392-5015  
molly.gabel@alaskaair.com  
Annual Section Conference  
Planning  
Outreach to Young Lawyers

David W. Garland  
Epstein Becker & Green PC  
250 Park Avenue  
Fl. 12  
New York, NY  10177-1211  
Phone: (212) 351-4708  
dgarland@ebglaw.com  
International Labor and Employment Law

Joseph D. Garrison  
Garrison Levin-Epstein Richardson Fitzgerald & Pirotti  
405 Orange Street  
New Haven, CT  06511  
Phone: (203) 777-4425  
jgarrison@garrisonlaw.com  
Former Council Member

Amy M. Gaylord  
Franczek Radelet PC  
300 S. Wacker Drive, Ste. 3400  
Chicago, IL  60606-6708  
Phone: (312) 986-0300  
amg@franczek.com  
Newsletter

Kimberly W. Geisler  
Scott Dukes & Geisler PC  
211 Twenty-Second Street North  
Birmingham, AL  35203-3389  
Phone: (205) 251-2300  
kgeisler@scottdukeslaw.com  
Member Services

Jeremy J. Glenn  
Cozen O’Connor  
123 N. Wacker Drive  
Ste. 1800  
Chicago, IL  60606-1770  
Phone: (312) 474-7981  
jglenn@cozen.com  
Leadership Development Program

Joseph A. Golden  
Burgess Sharp & Golden  
43260 Garfield Road, #280  
Clinton Township, MI  48038-7415  
joseph@burgess-sharp.com  
Former Council Member

Robert M. Goldich  
Greenberg Traurig LLP  
2001 Market Street  
Ste. 2700  
Philadelphia, PA  19103-7089  
Phone: (215) 988-7883  
goldichr@gtlaw.com  
Council Member  
Liaison to:  
Budget and Finance  
Membership Development  
Employee Benefits

Lisa M. Gomez  
Cohen Weiss and Simon LLP  
900 Third Avenue, Floor 21  
New York, NY  10022-4869  
Phone: (212) 356-0235  
lgomez@cwsny.com  
eNewsletter
Stephen D. Gordon
492 Holly Avenue
Saint Paul, MN 55102-2206
Phone: (651) 291-0083
wloppet@visi.com
Former Section Chair
ABA Journal of Labor and Employment Law

Stanley M. Gosch
Rosenblatt & Gosch PLLC
8085 E. Prentice Avenue
Greenwood Village, CO 80111-2705
Phone: (303) 721-7399
sgosch@cwa-union.org
Practice and Procedure Under the NLRA
Liaison to:
Equal Employment Opportunity

Samantha C. Grant
Sheppard Mullin et al
1901 Avenue of Stars
Ste. 1600
Los Angeles, CA 90067-6055
Phone: (310) 228-3739
sgrant@sheppardmullin.com
Section Vice Chair
Liaison to:
ABA Commission on Women in the Profession

Keith D. Greenberg
Arbitrator and Mediator
117 Calwood Way
North Bethesda, MD 20852
Phone: (301) 500-2149
kdgreenberg@laborarbitration.com
Webinar

Jonathan A. Grode
Green & Spiegel LLC
1524 Delancey Street
Fl 4
Philadelphia, PA 19102-4916
Phone: (215) 395-8959
jgrode@gands-us.com
Immigration and Human Trafficking
Liaison to:
ABA Commission on Immigration

Sean G. Hanagan
Jackson Lewis PC
44 S. Broadway, Fl. 14
White Plains, NY 10601-2331
Phone: (914) 872-6879
Sean.Hanagan@jacksonlewis.com
Immigration and Human Trafficking

Luis C. Hansen
Outten & Golden LLP
685 Third Avenue 25th Floor
New York, NY 10017
Phone: (212) 245-1000
lhansen@outtengolden.com
Member Services

Virginia (Ginger) L. Hardwick
Hardwick Benfer LLC
179 N. Broad Street
Doylestown, PA 18901-3726
Phone: (215) 230-1912
vhardwick@hardwickbenfer.com
Council Member
Liaison to:
Outreach to Law Students
Webinar
Trial Institute
ADR in Labor & Employment Law
A. John Harper II
Littler Mendelson PC
1301 McKinney, Ste. 1900
Houston, TX  77010
Phone: (703) 652-4752
aharper@littler.com
Former Council Member

Connye Y. Harper
451 Crestdale Lane, #184
Las Vegas, NV  89144
Phone: (702) 539-8088
connyeharper@gmail.com
Former Council Member

Timothy E. Hawks
Hawks Quindel S C
Post Office Box 442
Milwaukee, WI  53201-0442
Phone: (414) 271-8650
thawks@hq-law.com
State and Local Government
Bargaining & Employment Law

Barry Hartstein
Littler Mendelson PC
321 N. Clark Street, Ste. 1000
Chicago, IL 60654-4715
Phone: (312) 795-3260
bhartstein@littler.com
ABA Journal of Labor and Employment Law

Mark E. Heath
Spilman Thomas & Battle PLLC
Post Office Box 273
300 Kanawha Blvd. E
Charleston, WV 25321-0273
Phone: (304) 340-3843
mheath@spilmanlaw.com

Pro Bono & Community Outreach
Liaison to:
ABA St. Cte. On Pro Bono & Public Service

Matthew C. Helland
Nichols Kaster PLLP
235 Montgomery Street
Suite 810
San Francisco, CA  94104
Phone: (415) 277-7235
helland@nka.com
Webinar

John A. Henderson
EEOC
31 Hopkins Plaza
Ste. 1432
Baltimore, MD  21201-2827
Phone: (410) 209-2246
john.henderson@eeoc.gov
eNewsletter
Technology In the Practice and Workplace

Eileen Hennessey
National Mediation Board
1301 K Street NW, Ste. 250E
Washington, DC  20005
Phone: (202) 692-5040
hennessey@nmb.gov
Treatise Committee

Mary (Ana) Anastasia Hermosillo
National Labor Relations Board
915 2nd Avenue
Suite 2964
Seattle, WA  98174
Phone: (206) 220-6281
mary.hermosillo@nlrb.gov
Leadership Development Program

Section of Labor and Employment Law 85
Evangelina P. Hernandez
U.S. Social Security Administration
Oakland Federal Building, 200N
1301 Clay Street
Oakland, CA 94612
Phone: (866) 366-4916
evangelina.hernandez@ssa.gov
ABA Annual Meeting

Owen E. Herrnstadt
International Assoc of Machinists & Aerospace
9000 Machinists Place
Upper Marlboro, MD 20772-2675
Phone: (301) 967-4596
oherrnstadt@iamaw.org
International Labor and Employment Law

Christopher T. Hexter
Schuchat Cook & Werner
1221 Locust Street, 2nd Floor
Saint Louis, MO 63103-2364
Phone: (314) 621-2626
cth@schuchatcw.com
Section Chair-Elect

John E. Higgins, Jr
6607 Dalkeith Street
Chevy Chase, MD 20815-4167
Phone: (301) 656-7202
higgins@cua.edu
Former Council Member

Russell L. Hirshhorn
Proskauer Rose LLP
11 Times Square, Fl. 18
New York, NY 10036-6606
Phone: (212) 969-3286
rhirshhorn@proskauer.com
Employee Benefits

John Ho
Cozen O'Connor
277 Park Avenue
New York, NY 10172
Phone: (212) 883-4927
jho@cozen.com
eNewsletter

Laura L. Ho
Goldstein Borgen Dardarian & Ho
300 Lakeside Drive
Ste. 1000
Oakland, CA 94612-3536
Phone: (510) 763-9800
lho@gbdhlegal.com
Diversity and Inclusion In the Legal Profession

Nancy E. Hoffman
Post Office Box 3719
Albany, NY 12203-0719
neh.esq@gmail.com
Former Council Member

Al Holifield, Jr.
Hofield Janich Rachal Ferrera PLLC
11907 Kingston Pike
Ste. 201
Knoxville, TN 37934
Phone: (865) 566-0115
aholifield@holifieldlaw.com
Liaison to:
Joint Committee on Employee Benefits

Chris A. Hollinger
O'Melveny & Myers LLP
2 Embarcadero Center
Floor 28
San Francisco, CA 94111-3823
Phone: (415) 984-8700
chollinger@omm.com
Railway and Airline Labor Law
Gail Golman Holtzman  
Jackson Lewis PC  
100 S. Ashley Drive  
Ste. 2200  
Tampa, FL 33602-5311  
Phone: (813) 512-3210  
gail.holtzman@jacksonlewis.com  
Former Section Chair  
Liaison to:  
Bloomberg BNA Task Force  
International Labor and  
Employment Law  

Amy Hong  
The Legal Aid Society  
199 Water Street, Fl. 3  
New York, NY 10038  
Phone: (212) 577-3626  
amhong@legal-aid.org  
Pro Bono & Community Outreach  

Katherine C. Huibonhoa  
Curley, Hurtgen & Johnsrud LLP  
4400 Bohannon Drive  
Suite 230  
Menlo Park, CA 94025  
Phone: (650) 600-5300  
khuibonhoa@chjllp.com  
Webinar  

Cathi J. Hunt  
Starbucks Coffee Company  
2401 Utah Avenue, Ste. 800  
Seattle, WA 98134-1435  
Phone: (206) 318-3619  
chunt@starbucks.com  
Immigration and Human Trafficking  

Eric W. Iskra  
Spilman Thomas & Battle PLLC  
300 Kanawha Blvd. E  
Post Office Box 273  
Charleston, WV 25301-2532  
Phone: (304) 340-3875  
eiskra@spilmanlaw.com  
Council Member  
Liaison to:  
Trial Advocacy Competition  
Trial Institute  
Employment Rights & Responsibilities  

Cheryl D. Jackson  
State Farm Insurance  
1 State Farm Plaza, # B-3  
Bloomington, IL 61710-0001  
Phone: (309) 766-1983  
cheryl.d.jackson.cqn8@statefarm.com  
Annual Conference Planning  

Fred B. Jacob  
Federal Labor Relations Authority  
1400 K Street NW  
Washington, DC 20005-2403  
Phone: (202) 218-7999  
fjacob@flra.gov  
Federal Sector Labor and  
Employment Law  

Jay Jaffe  
1199 SEIU United Healthcare  
Workers East  
310 W. 43rd Street  
New York, NY 10036-3981  
Phone: (212) 261-2449  
jayj@1199.org  
Trial Advocacy Competition  

Peter A. Janus  
2 Redwood Lane  
Avon, CT 06001-4532  
Former Council Member
Pamela Jeffrey  
Levy Ratner PC  
80 8th Avenue  
New York, NY 10011-5126  
Phone: (212) 627-8100  
pjjeffrey@levyratner.com  
Webinar

Barbara L. Johnson  
BLJohnsonLaw PLLC  
1300 I Street, NW  
Ste. 400E  
Washington, DC 20005-3318  
Phone: (202) 749-8322  
blj@bljlawyer.com  
Liaison to:  
ABA Commission on Racial Ethnic Diversity

David L. Johnson  
Butler Snow LLP  
150 3rd Avenue S.  
Ste. 1600  
Nashville, TN 37201-2046  
Phone: (615) 651-6731  
david.johnson@butlersnow.com  
eNewsletters

Jo Linda Johnson  
FEMA  
Office of Equal Rights  
500 C Street, SW  
Washington, DC 20472  
Phone: (202) 212-4122  
jo@fema.dhs.gov  
Diversity and Inclusion in the Legal Profession

Mary L. Johnson  
National Mediation Board  
1301 K Street, NW, Ste. 250E  
Washington, DC 20006  

Phone: (202) 692-5040  
johnson@nmb.gov  
Railway and Airline Labor Law

Stephanie M. Jones  
Social Security Administration  
135 Circle Lane  
Knoxville, TN 37919  
Phone: (404) 304-9932  
stephanie.m.jones@ssa.gov  
Trial Institute  
Employment Rights and Responsibilities

Wendy L. Kahn  
Zwerdling Paul Kahn & Wolly PC  
1025 Connecticut Avenue NW  
Ste. 712  
Washington, DC 20036-5420  
Phone: (240) 498-2702  
wln@zwerdling.com  
Former Council Member  
Liaison to:  
ABA Center for Human Rights  
Immigration & Human Trafficking

D. Ward Kallstrom  
Seyfarth Shaw LLP  
560 Mission Street Ste. 3100  
San Francisco, CA 94105-2930  
Phone: (415) 732-1107  
wkallstrom@seyfarth.com  
Former Council Member

Jonathan D. Karmel  
The Karmel Law Firm  
221 N. LaSalle Street  
Ste. 1550  
Chicago, IL 60601-1224  
Phone: (312) 641-2910  
jon@karmellawfirm.com  
Occupational Safety and Health Law
Daniel J. Kaspar
National Treasury Employees Union
33 N. La Salle Street Ste. 1700
Chicago, IL 60602-2603
Phone: (309) 472-4314
dan.j.kaspar@gmail.com
Revenue and Partnership
Development

Danny J. Kaufer
Borden Ladner Gervais LLP
1000 De La Gauchetiere St. W
Ste. 900
Montreal, QC H3B 5H4
Phone: (514) 954-2579
dkaufer@blg.com
Council Member
Liaison to:
Treatise Committee
ADR in Labor & Employment Law

Ellen C. Kearns
Constangy Brooks Smith & Prophete LLP
535 Boylston Street
Ste. 902
Boston, MA 02116-3776
Phone: (617) 849-7881
ekearns@constangy.com
Former Council Member
ABA Journal of Labor and Employment Law

Barry J. Kearney
Cozen O'Conner
1200 19th Street, NW
Washington, DC 20036-2412
Phone: (202) 912-4819
bjkearney@cozen.com
Former Council Member

T. Scott Kelly
Ogletree Deakins
420 20th Street N.
Ste. 1900
Birmingham, AL 35203-3212
Phone: (205) 986-1024
scott.kelly@ogletreedeakins.com
Liaison to:
Commission on Sexual Orientation & Gender Identity (SOGI)

Wesley G. Kennedy
Allison Slutsky & Kennedy
230 W. Monroe Street
Ste. 2600
Chicago, IL 60606-4969
Phone: (312) 364-9400
kennedy@ask-attorneys.com
ADR in Labor and Employment Law

Bernard T. King
Blitman & King
443 N. Franklin Street
Ste. 300
Syracuse, NY 13204
Phone: (315) 422-7111
btking@bklawyers.com
Section Member-at-Large to the ABA Board of Governors
Former Section Chair
Liaison to:
Joint Committee on Employee Benefits

William M. Kinney
Dowd Bloch Bennett Cervone
Auerbach & Yokich
8 S. Michigan Avenue
Ste. 1900
Chicago, IL 60603-3315
Phone: (312) 372-1361
wkinney@laboradvocates.com
Treatise Committee
Brian E. Koncius
Bogas & Koncius PC
31700 Telegraph Road
Ste. 160
Bingham Farms, MI 48025-3404
Phone: (248) 502-5000
bkoncius@kbogaslaw.com

Kelly M. Lawson
US Department of Labor
JFK Building Rm E-375
Office of The Solicitor
Boston, MA 02203
Phone: (617) 565-2500
lawson.kelly@dol.gov

Content Convergence

Kathy L. Krieger
James & Hoffman
1130 Connecticut Ave. NW, Ste. 950
Washington, DC 20036-3975
Phone: (202) 496-0500
klkrieger@jamhoff.com

Madeleine T. Le
U.S. Department of Labor
Office of the Solicitor
525 S. Griffin Street, Ste. 501
Dallas, TX 75202-5002
Phone: (972) 850-3100
le.madeleine@dol.gov

Former Council Member

Former Section Chair

Occupational Safety and Health Law

Gordon E. Krischer
O'Melveny & Myers LLP
400 S. Hope Street
Ste. 1060
Los Angeles, CA 90071-2899
Phone: (213) 430-6010
gkrischer@omm.com

Jennifer Liu
Equal Employment Opportunity
131 M Street, NE
Washington, DC 20507
Phone: (202) 663-4665
christopher.kuczynski@eeoc.gov

Louis Lopez
U.S. Office of Special Counsel
1730 M Street NW, Ste. 300
Washington, DC 20036-4531
Phone: (202) 254-3632
llopez@osc.gov

Liaison to:
ABA Commission on Disability Rights

ABA Annual Meeting

Christopher J. Kuczynski
Equal Employment Opportunity
131 M Street, NE
Washington, DC 20507
Phone: (202) 663-4665
christopher.kuczynski@eeoc.gov

Council Member-at-Large

Liaison to:
Annual Section Conference
Diversity & Inclusion in the Legal Profession
Employment Rights & Responsibilities

James R. LaVaute
Blitman & King LLP
443 N Franklin Street
Ste. 300
Syracuse, NY 13204-5412
Phone: (315) 422-7111
jrlavaute@bklawyers.com

Outreach To Government Lawyers

Former Section Chair

Diversity & Inclusion in the Legal Profession
Employment Rights & Responsibilities
William Lurye
AFSCME
1101 17th Street NW, Ste. 900
Washington, DC  20036
Phone: (202) 429-1105
blurye@afscme.org
Former Council Member

Tamika Lynch
Siemens Corporation
1000 Deerfield Pkwy
Buffalo Grove, IL  60089-4547
Phone: (847) 941-5425
tamika.lynch@siemens.com
Annual Section Conference Planning

Joyce A. Mader
O’Donoghue & O’Donoghue, LLP
4748 Wisconsin Avenue NW
Washington, DC  20016-4672
Phone: (202) 362-0041
jmader@odonoghuelaw.com
Former Council Member

Mark Mallery
Ogletree Deakins et al
701 Poydras Street, Ste. 3500
New Orleans, LA 70139-7705
Phone: (504) 648-3847
mark.mallery@ogletreedeakins.com
Trial Institute

Timothy O. Malloy
Malloy Etzler & Lawhead, PC
9635 Saric Court
Highland, IN  46322-3218
Phone: (219) 922-3901
timm@mellaw.net
Workers’ Compensation

Stewart S. Manela
Arent Fox LLP
1717 K Street NW
Washington, DC 20006-5344
Phone: (202) 857-6364
manela.stewart@arentfox.com
Governance Liaison
Former Section Chair
Bloomberg BNA Task Force

Joyce Margulies
Margulies Employment Law Consulting
35 W. Carlos Road
Memphis, TN  38117-3415
Phone: (901) 818-9997
jmhrlaw@gmail.com
Former Section Chair

Andrew Joshua Markus
Carlton Fields
100 SE 2nd Street
Ste. 4200
Miami, FL 33131-2113
Phone: (305) 530-0050
jmarkus@carltonfields.com
ABA Board of Governors Liaison

Jason C. Marsili
Rosen Marsili Rapp LLP
3600 Wilshire Blvd.
Ste. 1800
Los Angeles, CA  90010-2679
Phone: (213) 389-6050
jmarsili@rmrllp.com
Trial Institute
Federal Labor Standards Legislation
Emily Martin  
Washington State Public Employment Relations Commi  
9757 NE Juanita Drive  
Ste. 201  
Kirkland, WA 98034-4291  
Phone: (360) 664-3044  
emily.martin@perc.wa.gov  
Social Media

Janine Martin  
Hammond and Shinners PC  
13205 Manchester Road  
Ste. 210  
Saint Louis, MO 63131-1733  
Phone: (314) 727-1015  
jmartin@hammondshinners.com  
Member Services

Bernard R. Mazaheri  
Morgan & Morgan  
333 W Vine Street, Ste. 1200  
Lexington, KY 40507  
Phone: (863) 838-3838  
bmazaheri@forthepeople.com  
eNewsletter

Dennis M. McClelland  
Phelps Dunbar LLP  
100 S. Ashley Drive, Ste. 1900  
Tampa, FL 33602-5315  
Phone: (813) 472-7865  
dennis.mcclelland@phelps.com  
Annual Section Conference Planning

Marcia L. McCormick  
Saint Louis University School of Law  
100 N. Tucker Blvd.  
Saint Louis, MO 63101-1931  
Phone: (314) 977-4263  
mmccor20@slu.edu  
ABA Journal of Labor and Employment Law

Steven R. McCown  
Littler Mendelson PC  
2001 Ross Avenue, Ste. 1500  
Dallas, TX 75201-2931  
Phone: (214) 880-8101  
smcown@littler.com  
Occupational Safety and Health Law

Lauren B. McGlothlin  
Outten & Golden LLP  
685 3rd Avenue, Fl. 25  
New York, NY 10017-8413  
Phone: (212) 245-1000  
imcglthlin@outtengolden.com  
Pro Bono & Community Outreach

Myra L. McKenzie-Harris  
2101 SE Simple Savings Drive  
MS 0745  
Bentonville, AR 72716  
Phone: (479) 277-2710  
myra.mckenzie@walmartlegal.com  
In-House Corporate Counsel

Gary M. Messing  
980 9th Street, Ste. 380  
Sacramento, CA 95814  
Phone: (916) 446-5297  
gary@majlabor.com  
Webinar

Marcus C. Migliore  
Air Line Pilot Association Int’l  
1625 Massachusetts Avenue NW  
Ste. 800  
Washington, DC 20036-2212  
Phone: (202) 797-4054  
marcus.migliore@alpa.org  
Railway and Airline Labor Law
Stephen B. Moldof  
Cohen Weiss and Simon LLP  
900 Third Avenue, Floor 21  
New York, NY 10022-4869  
Phone: (212) 356-0210  
smoldof@cwsny.com  
Section Vice Chair  
Bloomberg BNA Task Force  
Liaison to:  
Budget and Finance  
Railway and Airline Labor Law  

Paul W. Mollica  
Outten & Golden LLP  
161 N. Clark Street  
Ste. 1600  
Chicago, IL 60601  
Phone: (312) 809-7010  
pwmollica@outtengolden.com  
ABA Journal of Labor and Employment Law  

Yolanda D. Montgomery  
SEIU  
1800 Massachusetts Ave., NW  
Ste. 301  
Washington, DC 20036  
(972) 999-3165  
yolanda.montgomery@seiufunds.org  
Immigration & Human Trafficking  

Richard G. Moon  
Verrill Dana LLP  
Post Office Box 586  
One Portland Square  
Portland, ME 04112-0586  
Phone: (207) 253-4454  
rmoon@verrilldana.com  
Former Council Member  

Heather A. Morgan  
Grube Brown & Geidt LLP  
633 W. 5th Street  
Ste. 3330  
Los Angeles, CA 90071-3531  
Phone: (213) 358-2814  
heathermorgan@gbglp.com  
Content Convergence  

D. Lynn Morison  
Bureau of Employment Relations  
3026 W. Grand Blvd.  
Ste. 2-750  
Detroit, MI 48202-2988  
Phone: (313) 456-3516  
morisonl@michigan.gov  
State and Local Government Bargaining & Employment Law  

Ralph A. Morris  
Ralph A. Morris Mediator Arbitrator  
553 N. North Court, Ste. 110  
Palatine, IL 60067-8124  
Phone: (312) 213-8959  
ralph@morrismanda.com  
Pro Bono & Community Outreach  

David H. Moskowitz  
Morgan & Morgan  
Post Office Box 57007  
Atlanta, GA 30343-1007  
Phone: (404) 965-8848  
dmoskowitz@forthepeople.com  
Workers’ Compensation
Clare Murray
CM Murray LLP
First Floor
36 - 38 Cornhill
London, EC3V3NG
United Kingdom
Phone: 44(207)93391333
clare.murray@cm-murray.com
International Labor and Employment Law

Cynthia E. Nance
University of Arkansas School of Law
225 Waterman Hall
Robert A Leflar Law Center
Fayetteville, AR 72701
Phone: (479) 575-2403
cnance@uark.edu
Section Delegate to the House of Delegates
Liaison to:
Social Media

John T. Neighbours
8190 N. Pennsylvania Street
Indianapolis, IN 46240-2535
johntneighbours@gmail.com
Former Council Member

Karen N. Neilsen
National Labor Relations Board
1240 East 9th Street
AJC Federal Bldg. Room 1695
Cleveland, OH 44199-2086
Phone: (216) 303-7384
karen.neilsen@nlrb.gov
Immigration and Human Trafficking

Mary K. O’Melveny
3131 Connecticut Avenue NW #2813
Washington, DC 20008-5030
Phone: (202) 365-5577
maryo.laboratty@gmail.com

Former Council Member
Immigration and Human Trafficking
Liaison to:
ABA Commission on Immigration
Pro Bono & Community Outreach

Mark L. Olson
Buelow Vetter Buikema Olsen Vliet
20855 Watertown Road
Ste. 200
Waukesha, WI 53186-1873
Phone: (262) 364-0256
molson@buelowvetter.com
State and Local Government Bargaining & Employment Law

William W. Osborne, Jr.
Osborne Law Offices
4301 Connecticut Avenue NW
Ste. 140
Washington, DC 20008-2304
Phone: (202) 955-3800
b.osborne@osbornelaw.com
Union Administration & Procedure

Wayne N. Outten
Outten & Golden LLP
685 3rd Avenue, Fl 25
New York, NY 10017-8413
Phone: (212) 245-1000
wno@outtengolden.com
Former Section Chair
Bloomberg BNA Task Force

Leonard R. Page
9482 Page Road
Cheboygan, MI 49721-9444
Phone: (231) 625-2827
leonard@thepages.net
Former Council Member

2017-2018 Leadership Directory
Hon. Rebecca R. Pallmeyer  
U.S. District Court for the Northern District of Illinois  
219 S. Dearborn Street  
Room 2146  
Chicago, IL  60604-1888  
Phone: (312) 435-5636  
rebecca_pallmeyer@ilnd.uscourts.gov  
Section Secretary

Lynlee Wells Palmer  
Harbuck Keith & Holmes LLC  
3595 Grandview Pkwy, Ste. 400  
Birmingham, AL 35243-1964  
Phone: (205) 547-5556  
lpalmer@hkh.law  
Former Council Member

James C. Paras  
Morrison & Forester  
425 Market Street, Fl. 30  
San Francisco, CA  94105  
Phone: (415) 268-7087  
jparas@mofo.com  
Former Council Member

Arnold H. Pedowitz  
Pedowitz & Meister LLP  
570 Lexington Avenue, Rm. 1800  
New York, NY  10022-6887  
Phone: (212) 403-7321  
pedowitz@pedowitzmeister.com  
Former Council Member  
Revenue and Partnership Development

Lawrence D. Peikes  
Wiggin and Dana LLP  
Two Stamford Plaza  
281 Tresser Boulevard  
Stamford, CT  06901-3238  
Phone: (203) 363-7609  
lpeikes@wiggin.com

Federal Labor Standards Legislation

Nicole Cuda Perez  
Law Office of Nicole Cuda Perez  
54 McLane Court  
Dix Hills, NY 11746  
Phone: (631) 350-5256  
nicole@cudaperezlaw.com  
Development of the Law  
Under the NLRA

Cynthia Pietrucha  
Pietrucha Law Firm  
2001 Butterfield Road  
Suite 105  
Downers Grove, IL 60515  
Phone: (630) 344-6370  
cpietrucha@pietruchalaw.com  
Social Media

Nina Pirrotti  
1117 Futch Creek Road  
Wilmington, NC  28411  
Phone: (203) 777-4425  
npirrotti@garrisonlaw.com  
Trial Advocacy Competition

Anna M. Pohl  
Thomson Reuters  
3 Times Square  
New York, NY 10036  
Phone: (646) 231-3405  
anna.pohl@thomsonreuters.com  
Outreach to Law Students

Hope Pordy  
Spivak Lipton, LLP  
1700 Broadway Suite 2100  
New York, NY  10019  
Phone: (646) 369-2678  
hpordy@spivaklipton.com  
Leadership Development Program
Gloria M. Portela
Seyfarth Shaw LLP
700 Milam Street, Ste. 1400
Houston, TX  77002
Phone: (713) 225-2341
gportela@seyfarth.com
Former Council Member

Michael P. Posner
Post Office Box 2923
Camarillo, CA  93011-2923
Phone: (213) 760-6006
mpposner@gmail.com
Section Delegate to the House of Delegates
Former Council Member
Liaison to:
Employment Rights & Responsibilities

Manuel Quinto-Pozos
Deats Durst & Owen PLLC
707 West 34th Street
Austin, TX 78705
Phone: (512) 474-6200
mqp@ddollaw.com
Pro Bono & Community Outreach

Charles A. Powell IV
Littler Mendelson PC
420 20th Street N, Ste. 2300
Birmingham, AL 35203-3204
Phone: (205) 421-4703
cpowell@littler.com
Former Council Member

Brianna Primozic Rapp
Rosen Marsili Rapp LLP
3600 Wilshire Blvd.
Ste. 1800
Los Angeles, CA  90010-2679
Phone: (213) 389-6050
BRapp@rmrllp.com
Revenue and Partnership Development

Kevin Reese
Ogletree Deakins et al
1 Market Plaza
Ste. 1300
San Francisco, CA  94105-1013
Phone: (415) 536-3407
kevin.reese@ogletreedeakins.com
ABA Annual Meeting

Eric D. Reicin
MorganFranklin, Inc.
7900 Tysons One Place
Suite 300
McLean, VA 22102
Phone: (703) 564-7525
eric.reicin@morganfranklin.com
In-House Corporate Counsel

James A. Reiter
Charfoos Reiter Hebert PC
30500 Northwestern Hwy
Ste. 450
Farmington Hills, MI 48334-3179
Phone: (248) 626-7300
james.reiter@crh-law.com
Former Council Member
Liaison to:
Workers’ Compensation

Marytza J. Reyes
Sanchez & Amador LLP
800 S. Figueroa Street Ste.  1120
Los Angeles, CA  90017-2759
Phone: (213) 955-7200
reyes@sanchez-amador.com
Member Services
Julie Richard-Spencer  
Robein Urann Spencer Picard & Cangemi  
2540 Severn Avenue, Ste. 400  
Metairie, LA 70002-6768  
Phone: (504) 885-9994  
jrichard@ruspclaw.com  
Former Council Member

Mark D. Risk  
Mark Risk PC  
60 E. 42nd Street, Ste. 4700  
New York, NY 10165-0006  
Phone: (212) 682-4100  
dr@mrisklaw.com  
Treatise Committee

Amber M. Rogers  
1445 Ross Avenue  
Ste. 3700  
Dallas, TX 75202-2755  
Phone: (214) 468-3308  
arogers@hunton.com  
Newsletter

Howard Z. Rosen  
Rosen Marsili Rapp LLP  
3600 Wilshire Blvd., Ste. 1800  
Los Angeles, CA 90010-2622  
Phone: (213) 389-6050  
hzrosen@rmrllp.com  
Council Member  
Liaison to:  
Federal Law Clerk Program  
Development of the Law  
Under the NLRA  
Workers’ Compensation

Jon H. Rosen  
The Rosen Law Firm  
705 2nd Avenue  
Ste. 1200  
Seattle, WA 98104-1798  
Phone: (206) 652-1464  
JHR@jonrosenlaw.com  
Council Member  
Liaison to:  
Newsletter  
ADR in Labor & Employment Law

Jennifer (JJ) Rosenbaum  
Global Labor Justice  
1616 P Street, NW, Suite 150  
Washington DC 20036  
Phone: (504) 376-6238  
jjrosenbaum@globallaborjustice.org  
Immigration and Human Trafficking

Richard Rosenblatt  
Rosenblatt & Gosch PLLC  
8085 E. Prentice Avenue  
Greenwood Village, CO 80111-2705  
Phone: (303) 721-7399  
rrosenblatt@cwa-union.org  
Council Member  
Liaison to:  
ABA Annual Meeting  
Trial Institute  
Equal Employment Opportunity

James S. Rosenfeld  
Butzel Long  
150 W. Jefferson Avenue  
Ste. 100  
Detroit, MI 48226-4452  
Phone: (313) 225-7000  
rosenfeld@butzel.com  
ADR in Labor and Employment Law
Joanne Roskey
U.S. Department of Labor
Office of the Solicitor, Room N4611
200 Constitution Ave., NW
Washington, DC 20210
Phone: (202) 693-5591
roskey.joanne@dol.gov
Employee Benefits

Yona Rozen
AFL-CIO
815 16th Street NW
Washington, DC 20006
Phone: (202) 637-5198
yrozen@afclio.org
Council Member
Liaison to:
Webinar
Outreach to Government Lawyers
Federal Labor Standards Legislation

Susan Grody Ruben
Arbitrator & Mediator
30799 Pinetree Road, Ste. 226
Cleveland, OH 44124-5903
Phone: (216) 382-3024
susangrodyruben@att.net
Council Member-at-Large
Liaison to:
Section of Dispute Resolution
ADR in Labor & Employment Law

Reed L. Russell
Phelps Dunbar LLP
100 S. Ashley Drive Suite 1900
Tampa, FL 33602
Phone: (813) 472-7589
reed.russell@phelps.com
Outreach To Government Lawyers

Jennifer L. Sabourin
Miller Canfield
150 W. Jefferson Avenue
Ste. 2500
Detroit, MI 48226-4432
Phone: (313) 496-7689
sabourin@millercanfield.com
Council Member
Liaison to:
Outreach to Young Lawyers
Pro Bono & Community Outreach
Railway and Airline Labor Law

Cynthia N. Sass
Sass Law Firm
601 W. Dr. Martin Luther King Jr. Blvd.
Tampa, FL 33603-3449
Phone: (813) 251-5599
csass@sasslawfirm.com
Annual Section Conference Planning

Michael Schmidt
Cozen O'Connor
277 Park Avenue, 20th Floor
New York, NY 10172
Phone: (212) 453-3937
mschmidt@cozen.com
Social Media

Michael Scimone
Outten & Golden LLP
685 Third Avenue
25th Fl.
New York, NY 10017
Phone: (212) 245-1000 EXT 9806
mscimone@outtengolden.com
Federal Law Clerk Training Program
Todd B. Seelig
Pennsylvania Department of Labor & Industry
110 N. 8th Street, Ste.400
Philadelphia, PA 19107
Phone: (215) 560-2488
wcseelig@gmail.com
Workers’ Compensation

Richard T. Seymour
Law Office of Richard T. Seymour PLLC
888 17th Street NW
Ste. 900
Washington, DC 20006-3307
Phone: (202) 785-2145
rick@rickseymourlaw.net
Former Section Chair
Liaison to:
Federal Law Clerk Program
Immigration & Human Trafficking

Howard Shapiro
Proskauer Rose LLP
650 Poydras St
Ste. 1800
New Orleans, LA 70130-6146
Phone: (504) 310-4085
howshapiro@proskauer.com
Former Section Chair
ABA Journal of Labor and Employment Law

Anne Shaver
Lieff Cabraser Heimann & Bernstein
275 Battery Street
Floor 29
San Francisco, CA 94111-3339
Phone: (415) 956-1000
ashaver@lchb.com
Equal Employment Opportunity

Amy Shulman
Outten & Golden LLP
685 Third Avenue
25th Floor
New York, NY 10017
Phone: (212) 245-1000
ashulman@outtengolden.com
Annual Section Conference Planning

Jay S. Siegel
1731 Beacon Street
Apt. 708
Brookline, MA 02445-5326
jsiegeladr@aol.com
Former Section Chair

Letitia Silas
1715 Chiswick Court
Silver Spring, MD 20904-2413
Phone: (202) 806-2656
letitia.silas@howard.edu
Webinar

Bobby C. Simpson
General Electric Company
3015 Brownsboro Road Apt 6
Louisville, KY 40206-1543
Phone: (502) 751-6194
bobby.simpson@ge.com
In-House Corporate Counsel
Hope J. Singer  
American Guild of Musical Artists  
5670 Wilshire Blvd, 18th Floor  
Los Angeles, CA 90036  
Phone: (424) 390-9524  
hsinger@musicalartists.org  
*Council Member*  
Liaison to:  
*Annual Section Conference*  
*Membership Development*  
*Practice and Procedure Under the NLRA*

James I. Singer  
Schuchat Cook & Werner  
1221 Locust Street, Ste. 250  
Saint Louis, MO 63103-2364  
Phone: (314) 621-2626  
jis@schuchatcw.com  
*ABA Journal of Labor and Employment Law*

Don Slesnick  
Slesnick & Casey  
2701 Ponce De Leon Blvd.  
Ste. 200  
Coral Gables, FL 33134-6041  
Phone: (305) 448-5672  
donslesnick@scllp.com  
*Immediate Past Chair*  
Liaison to:  
*Bloomberg BNA Task Force*  
*International Labor and Employment Law*

Patricia Costello Slovak  
Schiff Hardin LLP  
233 S. Wacker Drive, Ste. 7100  
Chicago, IL 60606-6446  
Phone: (312) 258-5665  
pslovak@schiffrardin.com  
*Former Section Chair*  
*ABA Journal of Labor and Employment Law*

Evan J. Spelfogel  
310 East 53rd Street, #18B  
New York, NY 10022  
espelfogel@gmail.com  
*Former Council Member*

Paul E. Starkman  
Clark Hill PLC  
130 E. Randolph Street  
Ste. 3900  
Chicago, IL 60601  
Phone: (312) 985-5900  
pstarkman@clarkhill.com  
*Employment Rights and Responsibilities*

Diane I. Smason  
Equal Employment Opportunity Commission  
500 W. Madison Street, Ste. 2000  
Chicago, IL 60661  
Phone: (312) 869-8120  
diane.smason@eeoc.gov  
*Member Services*

Elizabeth (Beth) C. Smith  
Verrill Dana LLP  
1 Portland Square  
Portland, ME 04101-4054  
Phone: (207) 774-4000  
esmith@verrilldana.com  
*Workers’ Compensation*

Jules L. Smith  
Blitman & King LLP  
16 W. Main Street, Ste. 500  
Rochester, NY 14614-1606  
Phone: (585) 341-3130  
jlsmith@bklawyers.com  
*Budget and Finance*
Kate Swearengen  
Cohen Weiss and Simon LLP  
900 Third Avenue, Fl. 21  
New York, NY 10022-4869  
Phone: (212) 356-0272  
kswearengen@cwsny.com  
Pro Bono & Community Outreach

Alan A. Symonette  
Symonette ADR Services, Inc.  
24 Veterans Square  
Media, PA 19063  
Phone: (210) 744-2528  
asymonette@symonetteadr.com  
Pro Bono & Community Outreach

Eric A. Tate  
Morrison & Foerster LLP  
425 Market Street  
San Francisco, CA 94105-2482  
Phone: (415) 268-6915  
etate@mofo.com  
Council Member  
Liaison to:  
eNewsletter  
Occupational Safety and Health Law  
State and Local Government  
Bargaining & Employment Law

Jolsna J. Thomas  
4818 East Ben White Boulevard  
Suite 300  
Austin, TX 78741  
Phone: (512) 326-9540  
jolsna_thomas@ibew520.org  
Outreach To Young Lawyers

Tanja L. Thompson  
Littler Mendelson PC  
3725 Champion Hills Drive  
Ste. 3000  
Memphis, TN 38125-0500  
Phone: (901) 322-1223  
tthompson@littler.com  
Council Member  
Liaison to:  
Outreach to Law Students  
Newsletter  
Practice and Procedure Under the NLRA

Joseph E. Tilson  
Cozen O'Connor  
123 N. O'Connor  
Ste. 1800  
Chicago, IL 60606  
Phone: (312) 474-7880  
jtilson@cozen.com  
Section Chair

Joseph J. Torres  
Winston & Strawn LLP  
35 W. Wacker Drive  
Chicago, IL 60601-1695  
Phone: (312) 641-2910  
jtorres@winston.com  
Council Member  
Liaison to:  
ABA Annual Meeting  
Diversity & Inclusion in the Legal Profession  
Development of the Law Under the NLRA
Julie A. Totten  
Orrick Herrington & Sutcliffe  
400 Capitol Mall  
Ste. 3000  
Sacramento, CA 95814-4497  
Phone: (916) 447-9200  
jatotten@orrick.com  
Council Member  
Liaison to:  
Revenue & Partnership  
Development  
Content Convergence  
Technology in the Practice and Workplace

Rita Trivedi  
National Labor Relations Board  
1015 Half St, SE  
Washington, DC 20003-3654  
Phone: (202) 273-0189  
rita.trivedi@nlrb.gov  
Treatise Committee

Lesley Tse  
Getman & Sweeney PLLC  
260 Fair Street  
Kingston, NY 12401-3808  
Phone: (845) 255-9370  
ltsse@getmansweeney.com  
Newsletter

Genaira L. Tyce  
National Labor Relations Board  
2 Metrotech Center, Ste. 5100  
Brooklyn, NY 11201-3838  
Phone: (718) 765-6168  
genaira.tyce@nlrb.gov  
Outreach to Young Lawyers

Cristina A. Velez  
Reemployment Assistance Appeals Commission  
2740 Centerview Drive  
Suite 101  
Tallahassee, FL 32399  
Phone: (850) 487-2685  
cristina.velez@raac.myflorida.com  
Member Services

Fahreen S. Velji  
Outten & Golden LLP  
685 3rd Avenue, Fl. 25  
New York, NY 10017-8413  
Phone: (212) 245-1000  
fvelji@outtengolden.com  
Outreach to Law Students

Victor Voloshin  
Equal Employment Opportunity Commission  
131 M Street NE  
Washington, DC 20507  
Phone: (202) 663-4095  
vvoloshin@eeoc.gov  
Diversity and Inclusion In the Legal Profession

Kenneth L. Wagner  
Blitman & King LLP  
443 N. Franklin Street  
Franklin Center Ste. 300  
Syracuse, NY 13204-5412  
Phone: (315) 422-7111  
klwagner@bklawyers.com  
Content Convergence
Lindsey Wagner  
Scott Wagner and Associates PA  
3900 W. Alameda Avenue  
Ste. 1200  
Burbank, CA 91505  
Phone: (213) 377-5200  
lwagner@scottwagnerlaw.com  
Outreach to Young Lawyers

Eunice Washington  
SEIU Benefit Funds  
1800 Massachusetts Avenue NW  
Ste. 301  
Washington, DC 20036  
Phone: (202) 730-7542  
eunice.washington@seifunds.org  
Council Member  
Liaison to:  
Social Media  
Leadership Development  
Employee Benefits  
Federal Sector Labor and Employment Law

George L. Washington, Jr.  
Orange Business Services  
13775 McLearen Road  
Oak Hill, VA 20171  
Phone: (703) 931-5631  
george.washington@orange.com  
Council Member  
Liaison to:  
Annual Section Conference  
In-House Corporate Counsel

Christine E. Webber  
Cohen Milstein Sellers & Toll PLLC  
1100 New York Ave., NW  
Washington, DC 20005-3964  
Phone: (202) 408-4600  
cwebber@cohenmilstein.com  
Revenue & Development

C. Geoffrey Weirich  
Weirich Consulting & ADR  
2802 Payton Oaks Drive NE  
Atlanta, GA 30345  
Phone: (404) 606-2444  
geoffweirich23@gmail.com  
Former Council Member

Marley S. Weiss  
Univ. of Maryland  
Carey School of Law  
500 W. Baltimore Street  
Baltimore, MD 21201-1701  
Phone: (410) 706-7236  
mweiss@law.umaryland.edu  
Immigration and Human Trafficking

Anneliese Wermuth  
Cozen O’Connor  
123 N. Wacker Drive  
Chicago, IL 60606-1743  
Phone: (312) 474-7876  
awermuth@cozen.com  
Trial Advocacy Competition

Charles A. Werner  
8762 W. Kingsbury Avenue  
Saint Louis, MO 63124-1934  
Phone: (314) 621-2626  
caw@schuchatcw.com  
Former Section Chair

Travis S. West  
Gilbert & Sackman  
3699 Wilshire Blvd.  
Los Angeles, CA 90010-2732  
Phone: (323) 938-3000  
twest@gslaw.org  
Trial Advocacy Competition
Carolyn L. Wheeler  
Katz Marshall & Banks LLP  
1718 Connecticut Ave., N.W.  
Sixth Floor  
Washington, D.C. 20009  
Phone: (202) 299-1140  
wheeler@kmblegal.com  
*Membership Development*

Gwynne A. Wilcox  
Levy Ratner PC  
80 8th Avenue, Fl. 8  
New York, NY 10011-7175  
Phone: (212) 627-8100  
gwilcox@levyratner.com  
*Council Member*

Marni Willenson  
Willenson Law LLC  
542 S. Dearborn Street  
Ste. 610  
Chicago, IL 60605-1574  
Phone: (312) 546-4910  
marni@willensonlaw.com  
*Outreach to Law Students*

Jennifer T. Williams  
Cozen O'Connor  
200 S. Biscayne Blvd.  
Suite 4410  
Miami, FL 33131-1715  
Phone: (305) 704-5944  
jtwilliams@cozen.com  
*Outreach to Law Students*

Helen Witt  
The Witt Firm  
Post Office Box 44133  
Pittsburgh, PA 15205-0333  
Phone: (412) 922-5538  
hmwitt@aol.com  
*Former Council Member*

Joane Si Ian Wong  
National Labor Relations Board  
26 Federal Plaza, Room 3614  
New York, NY 10278  
Phone: (212) 776-8653  
joane.wong@nlrb.gov  
*Webinar*

Melissa S. Woods  
Cohen Weiss and Simon LLP  
900 3rd Avenue Fl.21  
New York, NY 10022-4869  
Phone: (516) 314-3276  
mwoods@cwsny.com  
*Diversity and Inclusion In the Legal Profession*

Amy Zdravecky  
Barnes & Thornburg  
One N. Wacker Drive, Ste. 4400  
Chicago, IL 60606  
Phone: (312) 953-5932  
amy.zdravecky@blaw.com  
*Development of the Law Under the NLRA*

Tiseme G. Zegeye  
Lieff Cabraser Heimann Bernstein  
275 Battery Street, Fl. 29  
San Francisco, CA 94111  
Phone: (415) 956-1000  
tzegeye@lchb.com  
*Member Services*
Max Zimny  
40 Merrick Avenue  
Apt. 510  
East Meadow, NY 11554  
Phone: (516) 731-4358  
maxzimny@optonline.com  
Former Section Chair

Peter W. Zinober  
Greenberg Traurig LLP  
101 E. Kennedy Blvd., Ste. 1900  
Tampa, FL 33602-5148  
Phone: (813) 318-5725  
zinoberp@gtlaw.com  
Former Council Member
1.1. **NAME.** This Section shall be known as the Section of Labor and Employment Law and shall subsequently be referred to as the Section.

1.2. **PURPOSES.** This Section shall devote its activities to the area of labor and employment law in a manner consistent with the purposes of the American Bar Association (herein called the Association) as stated in the Association Constitution. To that end, the purposes of this Section shall be:

(a) To study and report upon continuing developments in the field of labor and employment law.

(b) To provide a forum for members of the Association interested in the field of labor and employment law to meet and confer.

(c) To assist the professional growth and development of practitioners in the field of labor and employment law.

(d) To establish and maintain working liaison with state, federal, and, where applicable, multi-national agencies having jurisdiction over matters affecting labor and employment law toward achieving procedural reform and administrative due process.

(e) To study and report upon proposed and necessary legislation and rulemaking within the field encompassed by the jurisdiction of this Section.

(f) To promote justice, human welfare, industrial peace, and the recognition of the supremacy of law in labor-management relations and the employment relationship.

(g) To establish, moderate, and sponsor seminars, workshops, forums, and other programs promoting the advancement of knowledge and practice in the field of labor and employment law.
ARTICLE 2: MEMBERSHIP

2.1. MEMBERS.

(a) Any member of the Association in good standing shall be enrolled as a member of the Section upon payment of the annual Section dues. The membership of the Section shall consist of those members whose dues have been paid as provided in this Article. The term “members of the Section” as used throughout these By-Laws shall include all members except Law Student Members and Associates.

(b) LAW STUDENT MEMBERS. Any member of the Law Student Division of the Association in good standing shall be enrolled as a Law Student Division member of the Section upon payment of the annual Section dues applicable to members of the Law Student Division. Law Student members shall be entitled to receive publications of the Section distributed to the other members of the Section at no greater charge than that made to other members, and shall be entitled to attend all meetings of the Section but shall not have the right to vote.

(c) ASSOCIATES. Any Associate of the Association in good standing shall be enrolled as an Associate of the Section upon payment of the annual Section dues as provided for Associates of the Section. The privileges of Associates shall be prescribed by the By-Laws of the Association and by guidelines adopted by the Board of Governors. Associates shall be entitled to receive publications of the Section distributed to the other members of the Section at no greater charge than that made to other members, and shall be entitled to attend all meetings of the Section but shall not have the right to vote unless serving on the Council under 4.6.

2.2. DUES. Section dues shall be paid in the manner and in the amount prescribed by the Section and as approved by the Board of Governors and are payable in accordance with ABA policy.

Annual Section dues shall not exceed $75 per year for any member, except that Annual Section Dues for members of the Law Student Division of the American Bar Association shall not exceed $15 per year.

2.3. TERMINATION OF MEMBERSHIP. Any member of the Section, Law Student Member, or Associate of the Section whose annual dues are
more than six months past due shall lose membership in the Section. Any person who ceases to be a member or associate of the Association shall also lose membership in the Section.

ARTICLE 3: SECTION MEETINGS

3.1. **ANNUAL MEETING.** The Annual Meeting of the Section shall be held immediately before or during the Annual Meeting of the Association, in the same city or place as such Annual Meeting of the Association, with such program and order of business and prior notification to the membership as may be determined by the Council.

3.2. **SPECIAL MEETINGS.** The Section may hold other meetings of its membership during the year. The notice to the membership, the time and place of meeting, and the agenda, shall be as determined by the Chair.

3.3. **QUORUM.** The voting members of the Section present at a meeting of the membership shall constitute a quorum for the transaction of business.

3.4. **ACTION BY THE SECTION.** All binding action of the Section shall be by a majority vote of the voting members present.

3.5. **AGENDA.** The agenda of the Annual Meeting of the membership shall consist of the election of officers and members of the Council and such other matters as the Chair of the Section, after approval by the Council, deems appropriate. The agenda of a special meeting of the membership shall consist of those matters which the Chair of the Section deems appropriate and of which notice has been given as determined by the Chair.

3.6. **PARLIAMENTARY AUTHORITY.** The Chair shall preside at all meetings of the Section. Unless otherwise designated by the Chair, after approval of the Council, the parliamentary authority to govern meetings of the Section in parliamentary situations not covered by these By-Laws shall be Roberts Rules of Order.

ARTICLE 4: THE COUNCIL

4.1. **POWERS AND FUNCTIONS.**
The Council shall have general supervision and control of the affairs of the Section and shall be vested with the powers and duties necessary for the administration of the Section.

The Council shall adopt annually a budget. The expenditures of any money not authorized in such budget shall require the express approval of the Chair. The Council shall not authorize commitments, contracts or expenditures which entail the payment during a fiscal year of more money than the funds available from the revenues of the Section reasonably projected for such fiscal year without the approval of the Board of Governors, except that it may authorize the expenditure in addition to current revenues, of such amount or all of any surplus or previously accumulated reserve funds of the Section as it shall deem advisable.

The Council is authorized to establish such standing, administrative, and ad hoc committees/task forces as it deems appropriate to carry out the purpose of the Section. No action of a Section committee shall be effective until approved by the Council or members of the Section. The authority to establish committees may be delegated by the Council to the Chair and Chair-Elect of the Section.

The Council, during the interim between Annual Meetings of the Section, may fill vacancies in its own membership; or, in the event of a vacancy in both the office of Chair and Chair-Elect, then in the office of Chair; or, in the event of a vacancy in both the office of Secretary and the Secretary-Elect, then in the office of Secretary. Members of the Council and Officers so selected shall serve until the close of the next Annual Meeting of the Section. In addition, between meetings of the membership, the Council shall have authority to perform the functions that the membership of the Section might perform. The Council shall report to the membership of the Section at each meeting any actions taken since the last meeting of the membership of the Section.

The Council may direct a referendum by mail ballot of the voting members of the Section. A majority of the votes cast in the referendum shall determine the policy of the Section with respect to the question submitted. Such referendum shall be conducted according to rules established by the Council and certified by the Secretary of the Association.

All binding action of the Council shall be by a majority vote of the voting members of the Council at a duly called meeting of the Council, except as provided hereinafter in subsections (g) and (h).
(g) Voting Members of the Council when present at a meeting of the Council shall vote in person, but when absent may communicate their vote, in writing, upon any proposition, to the Secretary and have it counted, with the same effect as if cast personally at such meeting.

(h) The Chair of the Section may, and upon the request of any voting member of the Council shall, submit or cause to be submitted in writing, to each of the members of the Council, any proposition upon which the Council may be authorized to act, and the voting members of the Council may be authorized to act, and the voting members of the Council may vote upon such proposition or propositions so submitted, by communicating their vote thereon, in writing including by e-mail, to the Secretary, who shall record upon the minutes each proposition so submitted, when, how, at whose request same was submitted, and the vote of each member of the Council thereon, and keep on file such written including e-mailed votes. If the votes of a majority of the voting members of the Council so recorded shall be in favor of such proposition or if such majority shall be against such proposition, such majority vote shall constitute the binding action of the Council.

(i) At appropriate times, as determined by the Section Officers Conference, the Council is authorized to submit a nomination for a Section member-at-large of the Board of Governors. The selection of the nominee shall be made by the Council with due regard for the eligibility requirements for election to the Board of Governors.

4.2. COMPOSITION. The Council shall be comprised of the following individuals:

Voting Members of the Council

(a) The Chair

(b) The Chair-Elect

(c) Twelve (12) members representing unions and employees to be allocated as follows:

Four (4) union positions will be filled as determined by the union members of the caucus.

Four (4) employee positions will be filled as determined by the employee members of the caucus.
Four (4) union and employee/“hybrid” positions will be filled as determined through a collaborative process by the members of the caucus.

(d) Twelve (12) members representing employers

(e) Three (3) Members-at-Large (Members not predominantly engaged in presently representing unions, employees or employers)

(f) The Secretary

(g) Two (2) Section Governance Liaisons

(h) Two (2) Section Delegates to the House of Delegates; one (1) Section Delegate shall be nominated by the management caucus and one (1) Section Delegate shall be nominated by the union & employee caucus.

(i) The Immediate, Past Chair

Ex-Officio Members of the Council (with voice but no vote)

(j) The Secretary-Elect

(k) The Immediate, Past Secretary

(l) The Section Member-at-Large, if any, of the ABA Board of Governors

(m) A Representative of the Young Lawyers Division

(n) A Representative of the Law Student Division

(o) The Vice Chairs

Honorary Members of the Council (with voice but no vote)

(p) The Section may designate a third Delegate to the House of Delegates, who shall be nominated by consensus of the management and union & employee caucuses. The third Delegate to the House of Delegates shall not be a voting member of the Council by virtue of his or her selection for that seat, but the third Delegate to the House of Delegates may be a voting member of the Council if otherwise elected to the Council (e.g., Members-at-Large, the Secretary, etc.)
4.3. **TERMS OF OFFICE.**

(a) The Chair-Elect, the Secretary-Elect and the Vice-Chair(s) shall be nominated and elected, in a manner hereinafter provided, at each Annual Meeting of this Section, to hold office for a term beginning at the close of the Annual Meeting at which they have been elected, and ending at the close of the next succeeding Annual Meeting of the Section. At the close of that next succeeding Annual Meeting of the Section, the Chair-Elect shall automatically become the Chair, and the Secretary-Elect shall automatically become the Secretary, to hold office for a term beginning at that time and ending at the close of the next succeeding Annual Meeting of the Section, and until their successors have qualified.

(b) The Section Delegates to the House of Delegates referenced in Section 4.2(h) shall be nominated and elected, in the manner hereinafter provided, at the Annual Meeting. In 1985 and each succeeding third year and in 1987 and each succeeding third year, a Section Delegate shall be elected to serve for a term of three years. In 2011, the Section Delegate to the House of Delegates referenced in Section 4.2(p) shall be nominated by consensus and if elected shall serve a two-year term. In 2013 and each succeeding third year, the Section Delegate to the House of Delegates referenced in Section 4.2(p) shall be nominated by consensus and if elected shall serve a three-year term. If a vacancy occurs, the Council shall select a successor for the unexpired term.

(c) The Section Governance Liaisons shall be nominated and elected, in the manner hereinafter provided, at the Annual Meeting. In 1987 and each succeeding third year and in 1988 and each succeeding third year, a Section Governance Liaison shall be elected to serve for a term of three years. If a vacancy occurs, the Council shall select a successor for the unexpired term.

(d) The members of the Council referred to in Paragraph 4.2(c), (d) and (e) shall be elected at Annual Meetings of the Section for terms of four years beginning at the close of the Annual Meeting at which they had been elected, and ending at the close of the fourth succeeding Annual Meeting of the Section. Beginning with the elections held at the 2011 Annual Meeting, members of the Council referred to in Paragraph 4.2(d) and (e) shall be elected at
Annual Meetings of the Section for terms of three years beginning at the close of the Annual Meeting at which they had been elected, and ending at the close of the third succeeding Annual Meeting of the Section.

(e) The term of the representative appointed by the Young Lawyers Division is two Association years beginning with the adjournment of the Annual Meeting during which he or she is appointed and ending at the close of the second succeeding Annual Meeting of the Section.

(f) The term of the representative appointed by the Law Student Division is one Association year beginning with the adjournment of the Annual Meeting during which he or she is appointed and ending at the close of the next succeeding Annual Meeting of the Council.

4.4. **RE-ELECTION.** No person shall be eligible for election to the Council for more than two succeeding full terms other than the Vice-Chair(s), Chair-Elect, Chair of the Section, Section Governance Liaison, or Section Delegate to the House of Delegates. Members elected to fill vacancies between the Annual Meetings of the Section shall be eligible for election to two succeeding terms in addition to the partial year they served to fill the vacancy.

4.5. **VACATION.** If any elected member of the Council shall resign, die or fail to attend two consecutive meetings of the Council, except for reason of illness or other good cause shown, the office held by such member shall be automatically vacated, and the Council shall fill the vacancy until the next Annual Meeting of the Section. Between Annual Meetings of the Section the Council may fill vacancies in the seats of the members-at-large elected to the Council. In the case of a vacancy in the position of either a Law Student Division representative or a Young Lawyers Division representative, the Council will request the appropriate Division officers to appoint another representative to the Council.

4.6 **SECTION MEMBERSHIP.** No person shall be eligible for nomination or election as a member of the Council unless he or she is a member or associate in good standing of the Section.
ARTICLE 5: OFFICERS

5.1. OFFICERS. The officers of the Section shall be the Chair, the Chair-Elect, the Vice Chairs, the Secretary, the Secretary-Elect, the Section Governance Liaisons, and the Section Delegates to the House of Delegates.

5.2. CHAIR. The Chair shall:

(a) Preside at all meetings of the Section and of the Council.

(b) Appoint, with the concurrence of the Chair-Elect, the Co-Chairs of all committees of the Section.

(c) Plan the program of the Section, subject to the directions and approval of the Council.

(d) Superintend the performance of all activities of the Section.

(e) Keep the Council informed of the activities of the Section and implement its decisions.

(f) Prepare the proposed annual budget for presentation to the Council and monitor adherence to the adopted annual budget and otherwise monitor and administer the financial affairs of the Section.

(g) Formulate and present at each Annual Meeting of the Association a report of the work of the Section for the then past year.

(h) Perform such other duties and acts as usually pertain to the office of Chair or as may be designated by the Council.

5.3. CHAIR-ELECT. The Chair-Elect shall:

(a) Aid the Chair in the performance of the Chair's responsibilities in such manner and to such extent as the Chair may request.

(b) Preside at meetings of the Section and the Council in the absence of the Chair.

(c) Perform such duties and have such powers as usually pertain to the office of Chair-Elect or as may be designated by the Council or the Chair.

(d) In the case of the death, resignation, refusal to act or disability of the Chair, perform the duties of the Chair for the remainder of the Chair's term or disability.
5.4. **SECRETARY.** The Secretary shall:

Perform such duties and have such powers as usually pertain to the office of Secretary or as may be designated by the Council or the Chair.

5.5. **SECRETARY-ELECT.** The Secretary-Elect shall:

(a) In the case of the death, resignation, refusal to act or disability of the Secretary, perform the duties of the Secretary for the remainder of the Secretary's term or disability.

(b) Become familiar with the duties and responsibilities of the Secretary and prepare to assume them upon becoming Secretary.

5.6. **SECTION DELEGATES.** The Section Delegates shall:

(a) The Section elects Delegates to represent its interests in the ABA House of Delegates.

(b) It is in the Section’s best interest for its Delegates to be actively involved in the business of the House and to co-sponsor resolutions that advance the practice of the law. The Section will endeavor to reach consensus on issues concerning the advancement of the practice of the law. These Bylaws are not intended to restrict the active involvement of the Section’s Delegates in the business of the House except as specifically set forth below:

1. Delegates may not speak on behalf of the Section as to any resolution unless the Officers of the Section have reached consensus on the issue and provided authority for the Delegates to take a specific position.

2. Delegates may not speak in the House in their individual capacity as to an issue relating to the substantive practice of labor and employment law unless there is consensus among the LEL Delegation as to the point to be made.

3. Delegates may not vote for or against resolutions that deal with the substantive practice of labor and employment law unless the Officers of the Section have reached consensus as to that issue and approved the Section’s support of the same.
(4) Delegates may provide their individual views on any resolution, including issues dealing with the substantive or procedural practice of labor and employment law, when talking privately with other delegates, provided the Delegate makes clear that he or she is speaking in an individual capacity.

(5) Delegates may speak in the House in their individual capacity as to issues that do not relate to the substantive or procedural practice of labor and employment law, and they may vote their conscience as to such issues.

(c) At appropriate times, as determined by the Section Officers Conference, the Council shall designate which Section Delegate shall serve on the Nominating Committee of the House of Delegates.

5.7. SECTION GOVERNANCE LIAISONS. The Section Governance Liaisons shall:

(a) Subject to the direction of the Chair and of the Council, establish and coordinate relations and activities between the Section and the Board of Governors and other governing entities of the Association.

(b) Prepare Section reports as may be directed.

5.8. EXECUTIVE COMMITTEE. At the close of each Annual Meeting, there shall be constituted an Executive Committee composed of the Chair and Chair-Elect, the Immediate Past Chair and the two Vice Chairs. The Executive Committee shall consult with and advise the Chair and Chair-Elect on strategic issues.

5.9 SECTION MEMBERSHIP. No person shall be eligible for nomination or election as an officer of the Section unless he or she is a member in good standing of the Section.

ARTICLE 6: NOMINATION AND ELECTION OF OFFICERS AND COUNCIL MEMBERS

6.1 NOMINATING COMMITTEE. At, or following, the spring meeting of the Council, the Chair with the concurrence of the Chair-Elect shall appoint
a Nominating Committee of three members of the Section who are not voting members of the Council and at least one of whom is neither a present or former officer nor a present or former Council member of the Section. If a vacancy should occur in the membership of the Nominating Committee, the Chair, with the concurrence of the Chair-Elect, may appoint a member to fill that vacancy. The members of the Section shall be notified of the name and address of each member of such Committee no less than 90 calendar days prior to the opening assembly of the Annual Meeting of the Association. Such Committee shall make and report nominations to the Section for the offices of Chair-Elect, Vice-Chairs, Secretary-Elect and members of the Council, to succeed those whose terms will expire at the close of such Annual Meeting, including those who were selected to fill a vacancy since the last Annual Meeting. At appropriate times as specified in Paragraph 4.3 the Committee shall make and report upon nominations for the office of Section Delegate to the House of Delegates and for the office of Section Governance Liaison. The report of the Nominating Committee shall be announced at a business meeting of the members of the Section not less than 24 hours prior to the time set for the election, and thereupon a copy of such report shall be posted at the Section information desk. Other nominations for the same offices may be made from the floor at the business meeting immediately after the report of the Nominating Committee is made and read.

6.2. **ELECTIONS.** The election of the Section officers and Council members shall be held at the time and place published for the Section meeting in the official program for the Annual Meeting of the Association.

**ARTICLE 7: AMENDMENTS**

These By-Laws may be amended at any Annual Meeting of the Section by a majority vote of the voting members of the Section present and voting, provided such proposed amendments shall first have been approved by a majority of the Council and provided, further, that no amendment so adopted shall become effective until approved by the Board of Governors of the Association.

**ARTICLE 8: MISCELLANEOUS PROVISIONS**

8.1. **FISCAL YEAR.** The fiscal year of the Section shall be the same as that of the Association.
8.2. **SECTION EXPENSES.** All bills incurred by the Section, before being forwarded to the Treasurer of the Association for payment, shall be approved by the Chair.

8.3. **SALARIES.** No salary or compensation shall be paid to any officer, Council member, or member of the committee, except that they may be reimbursed for reasonable expenses incurred and authorized by the Council or the Chair.

8.4. **REPRESENTATION OF ASSOCIATION POSITION.** Any action by this Section must be approved by the House of Delegates or by the Board of Governors of the Association before the action becomes effective as the action of the Association. Any resolution or recommendation adopted or action taken by this Section, on request of the Council or the Section shall be reported by the Chair or Section Delegate to the House of Delegates or to the House of Delegates or to the Board of Governors for action by the Association.

8.5 **COMMITTEE CO-CHAIR SECTION MEMBERSHIP.** No person shall be eligible for appointment as a standing committee, administrative committee or task force co-chair unless he or she is a member or associate in good standing of the Section.

8.6 **EFFECTIVE DATE OF BY-LAWS.** These By-Laws shall become effective on the date of approval by the Board of Governors of the Association following approval by majority vote of the Section at its Annual Meeting.

*As in effect August 12, 2017.*

*Including amendments pending ABA Board of Governors approval in October 2018.*
PREFACE

The American Bar Association Section of Labor and Employment Law enthusiastically embraces the concept of diversity as a strength for the Section. Diversity in our membership brings a variety of unique and valuable skills and perspectives to the Section. We recognize that to make great strides in achieving diversity, we must focus on our leadership as well as our membership.

Our diversity goals are not temporary goals. These concerns are vital to the future of the Section; much needs to be done to address them fully. We must do more to recruit a diverse group of lawyers and to foster a spirit of inclusiveness in all of the Section's activities. We must do more to recruit newer lawyers and lawyers across the spectrum of race, gender, sexual orientation, gender identity, and disability status, and to foster the spirit of inclusiveness in all of the Section’s activities. This will help to ensure that the Section will remain a growing and integral contributor to the legal profession.

Diversity can only be achieved with the unequivocal support and participation of the Section’s leadership and its Committees, as well as with the individual commitment of each active Section member. In order to achieve our goals, the Section leadership, committees, and active members would all benefit from guidance, encouragement, and training to:

- actively recruit minority lawyers, women lawyers, lawyers with disabilities, lesbian, gay, bisexual, and transgender [“LGBT”] lawyers, and newer lawyers;
- foster an atmosphere of inclusion to assist in retaining minority lawyers, women lawyers, lawyers with disabilities, LGBT lawyers, and newer lawyers once they have become members;
- seek the participation of minority lawyers, women lawyers, lawyers with disabilities, LGBT lawyers, and newer lawyers on panels, task forces, and working
groups; and

- provide minority lawyers, women lawyers, lawyers with disabilities, LGBT lawyers, and newer lawyers with opportunities and training to take on leadership roles at both the Committee and Section levels.

It is with these goals in mind that the Section has adopted this Diversity Plan. The Plan is a road map to assist and encourage the members and leaders of the Section to ensure full and equal participation for minority lawyers, women lawyers, lawyers with disabilities and newer lawyers as we enter a new century.

LONG RANGE GOALS AND ACTION PLAN

I. Obtain unequivocal support and participation of Section officers, Council members and committee co-chairs in implementing the Diversity Plan.

A. The Section Chair will ensure that all Section leaders are familiar with and committed to the Diversity Plan.

- Provide a copy of the Diversity Plan to each existing and incoming Section officer and Council member.

- Provide a copy of the Diversity Plan to each existing and incoming committee co-chair, together with a letter from the Section Chair and Chair-Elect, stressing the importance of the Plan and the active participation of each committee in implementing the Plan.

B. The Committee on Equal Opportunity in Legal Profession will provide guidance to the committee and subcommittee co-chairs with respect to diversity issues.

- Include diversity materials in the committee co-chairs’ orientation manual/handbook, including, among other things, the Section’s policies and guidelines relating to diversity, a copy of the Section’s Diversity Report Card, a list of resources providing technical assistance and information for diversity on panels and publications, such
as the Minority Speakers Clearinghouse.

- Periodically update diversity resource materials.

C. The Chair and Chair-Elect will ensure in making appointments to Section and committees leadership positions that diversity shall be considered.

D. The Chair and Chair-Elect will ensure implementation of the Diversity Plan by assigning responsibility for monitoring each of its goals and initiatives to a specific Section officer or committee.

II. Expand and redefine the responsibilities of the Committee on Equal Opportunity in the Legal Profession to develop mechanisms for implementing the Diversity Plan, and monitoring it progress.

A. The Section Chair will ensure that every Section committee has appointed a liaison who will become a member of the Committee on Equal Opportunity in Legal Profession, and will regularly circulate the list of liaison duties, which includes reporting back to their respective committees on diversity initiatives.

B. The Committee on Equal Opportunity in the Legal Profession will establish and regularly update a description of the Committee and its activities for inclusion on the Section web site, and will attempt to create links with the web sites of other ABA entities involved in initiatives related to the Committee’s goals.

C. The Committee will promote accountability by developing a Diversity Report Card to reflect the efforts and progress of the Section’s committees:

- Establish a base line to monitor individual committee efforts.
- Report findings as a Council meeting agenda item.
- Establish a Chair’s List for exceptional efforts to diversify at the committee level.
• Provide all incoming committee co-chairs the results from the last Diversity Report Card for their committee so that they can follow up.

• Circulate the Diversity Report Card and gather results on an annual basis.

D. The Committee will develop a proposal for providing diversity training for current and future Section leaders, including Section committee co-chairs.

E. The Committee will evaluate annually (after the Annual Meeting each year) the Section’s Diversity Plan.

• Assess which initiatives are working and which are not and determine why they are not working; incorporate new ideas; and respond to then-existing circumstances.

• Circulate this Diversity Plan to the ABA Commission on Women in the Profession, the ABA Commission on Mental and Physical Disability Law, and the ABA Commission on Racial and Ethnic Diversity in the Profession for their input and assistance in implementation.

• Periodically assess the diversity plans of other ABA entities to obtain new ideas.

• Report recommended changes to the Plan to, and seek approval from, the Council each year at the Annual Meeting.

III. Utilize the Annual and Midwinter Meetings as means of fostering diversity within the Section and its committees.

A. If feasible, the Section Chair will assure that first-time meeting registrants feel welcome even prior to a meeting by:

• Mailing in advance of Midwinter Meetings to all first-time registrants a “How to Get the Most from Your ABA Meeting” booklet.
Prior to each Midwinter Meeting, sending committee co-chairs a list of the members of their committees who will be attending the meeting for the first time and encouraging committee co-chairs to send them a welcoming letter and invitation to attend committee activities and social functions taking place at the meeting.

Establishing a "first-timers" event at the Annual Meeting similar to those held at committee Midwinter Meetings.

B. Section committee co-chairs will foster the spirit of inclusiveness in all of the Section’s activities by:

- Including "Non-members Welcome" on signs identifying committee meetings outside meeting rooms at the Annual Meetings.
- Inviting any non-members to become members at the conclusion of each of their meetings.
- Advertising in all materials for the Midwinter and Annual Meetings that non-committee members are welcome to attend committee meetings.

C. The Section will sponsor Leadership Development Initiative events at each Annual Meeting.

D. Committee co-chairs will utilize Midwinter Meetings as a means of encouraging new membership by taking the following actions:

- Including with announcements for Midwinter Meetings letters encouraging current committee members to invite their more junior colleagues to attend the Midwinter Meeting (with an emphasis on increasing overall participation and diversity).
- Considering reduced registration fees for first-time attendees to be publicized in the Section newsletter.
- Holding a welcoming event for first-time attendees.
- Following-up meetings with letters to first-time attendees,
thanking them for attending, requesting feed-back on the meeting, and inviting them to participate in other committee activities.

E. The Section Chair will follow-up all Midwinter Meetings with a letter to all first-time registrants thanking them for attending, asking them to share their opinions about the meeting, and inquiring as to what the Section can do for them to enhance their experience at the next meeting.

F. The Chair will arrange to have a report summarizing the responses received from the Chair’s letter prepared and circulated to the Section leadership, including committee co-chairs.

G. The Committee on Equal Opportunity in the Legal Profession will develop a proposal for enhancing attendance at Midwinter and Annual Meetings consistent with the Section’s diversity goals.

H. CLE/Institutes and Meetings Committee and program planning committee co-chairs will solicit minority lawyers, women lawyers, lawyers with disabilities, LGBT lawyers, and newer lawyers from bar associations located in the host cities to speak at and/or participate in Section meetings and CLE programs.

I. The Section Chair will personally invite members and leaders of bar associations for minority lawyers, women lawyers, LGBT lawyers, and newer lawyers in the host city to programs and social events, consider waiving any registration fees for the leaders of such associations, and appoint Section members to serve as hosts to such attendees.

J. Committee Midwinter Meetings will be held only at sites that confirm that they meet the ADA requirements of accessibility to persons with disabilities.

IV. Stress the importance of diversity through Section CLE programs and publications.

A. Strongly encourage diverse panels in all CLE and committee
programming and diverse participation in all Section publications and programming.

- CLE/Institutes and Meetings Committee will be responsible for following up with those program planning committees whose programs do not reflect diverse participation.

- The Publications Committee will be responsible for following up with those editorial committees whose publications do not adequately reflect diverse participation.

B. The Council will adopt a policy that the Section will co-sponsor programs with other Sections or Divisions only if there are diverse panels or good faith effort to achieve same.

C. Section CLE programs will be held only at sites that confirm that they meet the ADA’s requirements of accessibility to persons with disabilities.

V. Coordinate with and use the resources of the ABA Commission on Women in the Profession, the Commission on Mental and Physical Disability Law, the Commission on Racial and Ethnic Diversity in the Profession, and other ABA entities with a similar focus.

A. The Committee on Equal Opportunity in the Legal Profession will coordinate efforts with and use the resources of the Commission on Women in the Profession, the Commission on Mental and Physical Disability Law, and the Commission on Racial and Ethnic Diversity in the Profession to assist in the recruitment efforts of the Section.

B. The Committee on Equal Opportunity in Legal Profession will explore sponsoring joint promotions and membership drives with the Commission on Women in the Profession, the Commission on Mental and Physical Disability Law, and the Commission on Racial and Ethnic Diversity in the Profession.
C. Section Liaisons to the Commission on Women in the Profession, the Commission on Mental and Physical Disability Law, and the Commission on Racial and Ethnic Diversity in the Profession will:

- Report at each Council Meeting regarding: (1) current developments and initiatives undertaken by those organizations and (2) steps taken by the other ABA sections to increase diversity.

- Attend the Women’s Caucus and Minority Caucus Meetings at the ABA Midyear and Annual Meetings, as appropriate.

- Explore avenues for exposing Section leadership and members to on-going Commission initiatives, including the Commission for Women in the Profession’s "Heard it on the Grapevine" program, directed at law schools, and "Fair Measure" program, directed at law offices.

D. Committee on Equal Opportunity in Legal Profession will encourage joint programming with the Commission on Women in the Profession, the Commission on Mental and Physical Disability Law, and the Commission on Opportunities for Minorities in the Profession.

VI. Coordinate with the Young Lawyers Division and Law Students Division.

A. The Section Chair will strengthen and increase the flow of information and participation between the Section and the Young Lawyers Division and Law Student Division by, for example:

- Providing membership materials to law students emphasizing the opportunities in the Section for law students and new lawyers.

- Advertising to law students and labor and employment lawyers in the Young Lawyers Division the "Basics" programs available at the Annual Meetings and on a regional level.
• Expanding the responsibilities of the Young Lawyers Division and Law Student Division liaisons to act as formal conduits for new lawyers and law students to become actively involved in the Section.

B. The Section Chair will explore with the Young Lawyers Division the possibility of cosponsoring an Annual Meeting program "Climbing to the Top – Let the Labor and Employment Law Section Be Your Pathway to Success."

• Hold the Program at the host hotel for the Young Lawyers Division.

• Consider offering similar programs at every Annual Meeting.

• Utilize the program materials from "Pathways to Leadership" developed by the Commission on Women in the Profession.

C. The Section Chair will explore the possibility of Inviting the Young Lawyers Division to appoint a liaison to each section committee.

D. The CLE/Institutes and Meetings Committee and other program planning committees will encourage joint programming with the Young Lawyers Division and state minority bar affiliate groups.

E. The Young Lawyers Division Liaison will advise the Section on opportunities to publicize programs in periodicals/newsletters for the Young Lawyers Division.

VII. Create and strengthen ties with other national and local bar associations.

A. The Section Chair will explore with the national bar associations for minority lawyers and women lawyers (e.g., National Bar Association of African American Attorneys, National Association of Women Lawyers, Hispanic National Bar Association, National Asian Pacific American Bar Association, National Lesbian and Gay Law Association) and the possibility of establishing either formal or informal
liaisons, establishing expectations or responsibilities for these liaisons, and funding their attendance at these meetings.

B. The CLE/Institutes and Meetings Committee and other program planning committees will involve in Section activities lawyers who are already involved in local and national bar associations for minority lawyers, women lawyers, and LGBT lawyers (an emphasis should be placed on involvement with local bar associations because the Section is not usually viewed as a competitor of these associations) by:

- Encouraging joint programming.
- Soliciting speakers from these bar associations in the host city for Section programs, and notifying the program chairs early in the process the mechanism for them to recruit local speakers.
- Advertising the Section’s programs in periodicals/newsletters directed to bar associations for minority lawyers, women lawyers, and LGBT lawyers.

C. The Committee on Equal Opportunity in Legal Profession Sending information on Section membership and benefits to meetings of national bar associations for minority lawyers, women lawyers, and LGBT lawyers.

D. The Committee on Equal Opportunity in the Legal Profession will obtain lists of bar associations for minority lawyers and women lawyers from the Commission for Opportunities for Minorities in the Profession and the Commission for Women in the Profession, and send to the persons on those lists Midwinter and Annual Meeting brochures.


VIII. Establish a Section Mentoring Program for new Section members.

A. Committee on Equal Opportunity in the Legal Profession will develop a Section Mentoring Program, for Council approval.
B. All Section members will be invited to become either mentors or mentees.

C. Committee will provide guidelines to the mentors to get the mentees active in various committee activities, publications, and programs.

IX. Strengthen ties to law schools as a means of encouraging new membership and diversity.

A. Section Chair will encourage our Section members in academia to speak to students regarding the benefits of membership in the Labor and Employment Law Section.

B. CLE/Institutes and Meetings Committee will encourage on-campus programming at law schools, particularly regional seminars.

C. CLE/Institutes and Meetings Committee will co-sponsor programs and activities with law schools in host cities that have a significant minority student body.

X. Develop other means of recruiting new members and demonstrating our commitment to diversity.

A. Committee on Equal Opportunity in Legal Profession will develop recruitment/retention materials with a focus on minority lawyers, women lawyers, lawyers with disabilities, LGBT lawyers, and newer lawyers.

B. CLE/Institutes and Meetings Committee will develop a series of "Basics" programs on videotape and make them available to newer lawyers and law students as a benefit of membership.

C. CLE/Institutes and Meetings Committee will develop specialized programming having special appeal to minority lawyers, women lawyers, LGBT lawyers, and newer lawyers.

D. Publications Committee will encourage and recognize contributions by minority lawyers, women lawyers, and LGBT lawyers in the Section’s publications:
- Include photos of contributing authors where appropriate and within publishing guidelines.

- Include photos acknowledging diversity of membership in membership materials.

- Include regular reports on achievements in the diversity area in the Section Newsletter.

E. Whenever possible, the Section Chair will publicize in local and national media the efforts of the Section on its diversity initiatives.

*As amended October 28, 2006.*
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<th>DATE</th>
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<td>FY2018-2019</td>
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<tr>
<td>October 27-28</td>
<td>Trial Advocacy Competition</td>
<td>Dallas, Texas Miami, FL</td>
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<td>November 3-4</td>
<td>Trial Advocacy Competition</td>
<td>Chicago, Illinois Washington, DC</td>
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<td>November 7-10</td>
<td>12th Annual Section Conference</td>
<td>Hilton San Francisco Union Square San Francisco, CA</td>
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<td>November 10-11</td>
<td>Fall Council Meeting</td>
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<td>November 17-18</td>
<td>Trial Advocacy Competition</td>
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<td>State &amp; Local Government Bargaining &amp; Employment Law Committee Midwinter Meeting</td>
<td>Grand Hyatt Playa del Carmen, MX</td>
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<td>January 24-29</td>
<td>ABA Midyear Meeting</td>
<td>Caesars Palace Las Vegas, NV</td>
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<td>January 26-27</td>
<td>Trial Advocacy Competition Finals</td>
<td>Courthouse New Orleans, LA</td>
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<td>February 5-6</td>
<td>Federal Sector Labor &amp; Employment Law Committee Midwinter Meeting</td>
<td>The Madison Washington, DC</td>
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<td>Employee Benefits Committee Midwinter Meeting</td>
<td>Loews Vanderbilt Nashville, TN</td>
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<td>February 15</td>
<td>Negotiation Institute Co-Sponsored with Section of Dispute Resolution</td>
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<td>ADR in Labor &amp; Employment Law Committee Midwinter Meeting</td>
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<td>Federal Labor Standards Legislation Committee Midwinter Meeting</td>
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<td>Committee on Development of the Under the NLRA Midwinter Meeting</td>
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<td>Committee on Practice &amp; Procedure Under the NLRA Midwinter Meeting</td>
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<td>Occupational Safety &amp; Health Law Committee Midwinter Meeting</td>
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<td>Railway &amp; Airline Labor Law Committee Midwinter Meeting</td>
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<td>Workers’ Compensation Committee Midwinter Seminar &amp; Conference</td>
<td>The Biltmore Hotel Coral Gables, FL</td>
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<td><em>Co-Sponsored with Tort, Trial and Insurance Practice Section</em></td>
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<td>Employment Rights &amp; Responsibilities Committee Midwinter Meeting</td>
<td>Four Seasons Hotel Las Vegas, NV</td>
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<td>National Conference on Equal Employment Opportunity Law</td>
<td>The Biltmore Hotel Coral Gables, FL</td>
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<td>April 10-12</td>
<td>National Symposium on Technology in Labor &amp; Employment Law</td>
<td>Hotel Monaco Chicago, IL</td>
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<td><em>Presented by Technology in the Practice &amp; Workplace Committee</em></td>
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<tr>
<td>May 5-9</td>
<td>International Labor and Employment Law Committee Midyear Meeting</td>
<td>Palacio Duhau Park Hyatt Buenos Aires, Argentina</td>
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<tr>
<td>May 16-19</td>
<td>Spring Council Meeting</td>
<td>Condado Vanderbilt Hotel San Juan, PR</td>
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<tr>
<td>July 17-19</td>
<td>Leadership Development Program</td>
<td>ABA Offices Chicago, IL</td>
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<tr>
<td>August 8-13</td>
<td>ABA Annual Meeting</td>
<td><em>TBD</em></td>
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<tr>
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<td>San Francisco, California</td>
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**FY2019-2020**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>November 6-9</td>
<td>13(^{th}) Annual Section Conference</td>
<td>Hilton Riverside New Orleans, Louisiana</td>
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<tr>
<td>November 9-10</td>
<td>Fall Council Meeting</td>
<td>Loews New Orleans New Orleans, Louisiana</td>
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<tr>
<td>February 12-18</td>
<td>ABA Midyear Meeting</td>
<td><em>TBD</em></td>
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<td>Austin, Texas</td>
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<td>July 30 – August 4</td>
<td>ABA Annual Meeting</td>
<td>Chicago, Illinois</td>
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**FY2020-2021**

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<thead>
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<th>Event</th>
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<tbody>
<tr>
<td>November 4-7</td>
<td>14(^{th}) Annual Section Conference</td>
<td><em>TBD</em></td>
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<tr>
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<td><em>TBD</em></td>
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<tr>
<td>November 7-8</td>
<td>Fall Council Meeting</td>
<td><em>TBD</em></td>
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<tr>
<td>Date Range</td>
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<td>February 10-16</td>
<td>ABA Midyear Meeting</td>
<td>Walt Disney Swan &amp; Dolphin Hotels Orlando, Florida</td>
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<td>DATES TBD</td>
<td>ABA Annual Meeting</td>
<td>Toronto, Ontario</td>
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<td>FY2021-2022</td>
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<tr>
<td>November 3-6</td>
<td>15th Annual Section Conference</td>
<td>Marriott Marquis Washington, DC</td>
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<tr>
<td>November 6-7</td>
<td>Fall Council Meeting</td>
<td>Marriott Marquis Washington, DC</td>
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<tr>
<td>February 9-15</td>
<td>ABA Midyear Meeting</td>
<td>Seattle, Washington</td>
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<td>August 4-9</td>
<td>ABA Annual Meeting</td>
<td>Chicago, Illinois</td>
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