



Interstate Labor Standards Association
60th Annual National Conference Agenda
August 26, 2024, to August 29, 2024
History Colorado Center, 1200 Broadway Street, Denver, CO 80203
MDC/Richmond American Homes
Foundation Room (unless otherwise noted)

Monday, August 26, 2024

Business Casual Attire

-
- 8:30 am – 9:30 am **Registration**
- 8:45 am – 9:45 am **Executive Board Meeting**
- 10:00 am – 10:45 am **Call to Order**
Mary Donachy, ILSA President
- Opening Ceremonies**
Welcome to Colorado
Review of Agenda
- Introduction of ILSA Officers**
- Resolutions and Nominations Process**
- 10:45 am – 11:15 am **History of Colorado**
Presenter Name, Speaker
- 11:15 am – 12:15 pm **U.S. Department of Labor Remarks/Updates and Open Forum**
Jessica Looman, Administrator, U.S. Department of Labor Wage and Hour Division
- Description: A presentation by the U.S. Department of Labor, Wage and Hour Division
focused on significant U.S. DOL policy and enforcement updates, strategic initiatives, and
agency priorities. Topics covered will include:
- Child Labor
 - Misclassification in the Gig Economy
 - Q&A
- 12:15 pm – 1:45 pm **Lunch** (on your own)
- 1:45 pm – 3:30 pm **State Roll Call**
Introduction of attendees. *(Please limit individual state presentations to 3 minutes)*
- 3:30 PM **Adjourn** (Prepare for Welcome Reception)
- 4:00 PM **Welcome Reception/Pin Exchange**
FIRE at the ART Hotel, 1201 Broadway St, Denver, CO

Reminders:

Resolutions - Submit resolutions no later than Tuesday, August 27, 2024 at 5:00 PM

Nominations - Submit nominations no later than Tuesday, August 27, 2024 at 5:00 PM



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Time – Time

Breakfast (Location)

9:00 am – 10:00 am

Child Labor

Jennifer Fields, Wage and Hour Division Manager, Michigan
Heather Rowe, Title, Massachusetts

Description: Facilitated group discussion about child labor law enforcement. Areas of discussion may include:

- New or updated laws and rules
- Differences between state and federal requirements
- Enforcement challenges and techniques
- Education and outreach techniques
- Onsite investigations
- Work-based learning
- Prohibited duties
- Violation trends
- Recent or noteworthy cases

10:00 am – 10:45 am

Investigations in the Dairy/Agricultural Industry

Karen Bugar, State Program Administrative Director, Minnesota
David Pegg, Title, Minnesota

Description: Facilitated group discussion about enforcement of labor laws in the dairy and agricultural industries. Areas of discussion may include:

- New or updated laws and rules
- Overtime protections
- Differences between state and federal requirements
- Enforcement challenges and techniques
- Education and outreach techniques
- Onsite investigations
- Violation trends
- Recent or noteworthy cases

10:45 am – 11:00 am

Break

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11:00 am – 12:00 pm

Investigation Tactics in Preparation for Litigation

Bryan Templeton, Employment Standards Program Manager, Washington

Shaun McCready, Director of Public Work & Prevailing Wage Enforcement, New York

Description: Facilitated group discussion about investigation tactics in preparation for litigation. Areas of discussion may include:

- Investigation techniques
- Best practices for keeping case notes
- Best practices for preparing case files
- Preparing for litigation
- Best practices for providing testimony
- Recent or noteworthy cases

12:00 pm – 1:30 pm

Lunch (on your own)

1:30 pm – 2:30 pm

Breakout Sessions

Option 1 (Location):

Labor Trafficking – Use of U and T Visa Certification and Deferred Action

Stephanie Harfoush, Labor and Safety Inspector, Maine

Emily Sitton, Compliance Manager, Oregon

Description: Facilitated group discussion about the use of U and T Visa Certification and Deferred Action. Areas of discussion may include:

- US DOL U and T Visa process and protocols
- Department of Homeland Security Deferred Action process and protocols
- Efforts made to streamline responses to human trafficking
- Trainings provided
- Resource networks
- Recent or noteworthy cases

Option 2 (Location):

Technology Discussion

Ellen Saline, Senior Policy Manager, Washington

Randy Littlefield, Deputy Assistance Director, Washington

Description: Facilitated group discussion about the use of technology in labor law enforcement. Areas of discussion may include:

- Case management systems
- “In-house” vs. “off the shelf” options
- Use of Artificial Intelligence (AI)
- System modernization projects
- Inventive or helpful case management features

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- Records retention
- Public disclosure challenges
- Data collection and reports

2:30 pm – 2:45 pm

Break

2:45 pm – 3:45 pm

Best Practices for Developing and Conducting Investigations and Establishing Internal Metrics

Anna Colbert, Director, Texas

Daniel King, Title, Washington D.C.

Description: Facilitated group discussion about conducting investigations and establishing internal metrics. Areas of discussion may include:

- Investigation techniques
- Preparing interview questions
- Witness interviews
- Onsite investigations
- Records review
- Evaluating evidence
- Complaint tracking
- Case selection

3:45 pm – 4:45 pm

Engaging with Immigrant Communities

David Pegg, Title, Minnesota

Jennifer Fields, Title, Michigan

Description: Facilitated group discussion about engaging with immigrant communities. Areas of discussion may include:

- Building trust with immigrant communities
- Education and outreach techniques
- Language access needs and challenges
- Developing culturally competent materials

4:45 PM

Adjourn (Dinner on your own)

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Wednesday, August 28, 2024

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Time - Time	Breakfast (Location)
9:00 am - 10:00 am	<p>Independent Contractor Misclassification Shaun McCready, Director of Public Work & Prevailing Wage Enforcement, New York Francis Chudzik, Administrator, Delaware & Salina Crossland, Supervisor, Delaware</p> <p><u>Description:</u> Facilitated group discussion about independent contractor misclassification. Areas of discussion may include:</p> <ul style="list-style-type: none">• Interview techniques most effective for misclassification• How to prove time worked in the absence of time records• Challenges in misclassification investigations• General investigation best practices• Recent or noteworthy cases
10:00 am - 10:45 am	<p>Coordinating with Local Labor Agencies Mary Donachy, Manager of Strategic Enforcement Policy and Investigations, Colorado Facilitator, Title, Colorado (Denver Labor)</p> <p><u>Description:</u> This description will be updated soon.</p>
10:45 am - 11:00 am	Break
11:00 am - 11:45 am	<p>Accessibility Presentation Britt Otter, Title, Colorado Mary Donachy, Manager of Strategic Enforcement Policy and Investigations, Colorado</p> <p><u>Description:</u> This description will be updated soon.</p>
11:45 am - 1:00 pm	Lunch (on your own)
1:00 pm - 2:00 pm	<p>Strategic Enforcement and the Benefits of Using Press in Enforcement Actions Stephanie Harfoush, Labor and Safety Inspector, Maine Siv Dobrovolny, Strategic Compliance Lead, Minnesota</p> <p><u>Description:</u> Facilitated group discussion about strategic/proactive enforcement and the benefits of using press in enforcement actions. Areas of discussion may include:</p> <ul style="list-style-type: none">• Current enforcement challenges• Using predictive analytic models to identify industries where violations are prevalent or underreported• Resources and collaboration needs to be successful• Returning wages to workers• Voluntary compliance and other low-resource enforcement options• Educational compliance audits for training purposes• Settlement approaches, benefits, and evaluation• Using positive and negative press in enforcement actions



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- 2:00 pm – 2:15 pm **Regional Elections**
- 2:15 pm – 2:45 pm **Resolutions and Nominations**
Mary Donachy, Manager of Strategic Enforcement Policy and Investigations, Colorado
- Discussion of any resolutions received
 - Announcement of nominations for new officers
 - Voting for any resolutions
 - Voting for new officers
- 2:45 pm – 3:00 pm **Break**
- 3:00 pm – 4:00 pm **Business Meeting/Election of Officers/Resolutions**
Installation of New ILSA Officers
- Call to Order
 - Roll call of voting delegates
 - Approval of minutes from previous conference
 - Financial report
 - Reports of regional representatives and committees
 - Old and New Business
 - Elections of officers
- 4:00 pm **Adjourn** (Prepare for Evening Event)
- 5:45 pm **Travel to Evening Event:** Please meet in the lobby of the ART Hotel to coordinate
Transportation to Casa Bonita, 6715 W Colfax Ave, Lakewood, CO 80214
- 6:30 pm – 8:15 pm **Evening Event:**
A magical (and weird) evening with ILSA at the one and only [Casa Bonita!](#)



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Thursday, August 29, 2024

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Time – Time	Breakfast (Location)
9:00 am – 10:30 am	<p>Protected Leave Discussion (Sick Leave, Paid Family, Etc.) Kisha Scotton, Wage and Hour Bureau Administrator, North Carolina Peter Nikolai, Supervisor, Earned Sick and Safe Time. Minnesota</p> <p><u>Description:</u> Facilitated group discussion about implementing and enforcing protected leave laws. Areas of discussion may include:</p> <ul style="list-style-type: none">• New and proposed legislation, and how this legislation will change existing state sick, safe, and family leave rights and requirements• Differences between state and federal requirements• Effectively enforcement techniques, including proactive enforcement and employer and employee education• Remedies for failure to provide leave, including remedies where employees work and are paid wages because leave is denied• Current enforcement challenges and solutions• Violation trends• Recent or noteworthy cases
10:30 am – 11:30 pm	<p>Enforcement Challenges in the Gig Economy Ellen Saline, Senior Policy Manager, Washington Mike Muenster-Blakely, Strategic Compliance Lead, Minnesota</p> <p><u>Description:</u> Facilitated group discussion about enforcement challenges in the gig economy. Areas of discussion may include:</p> <ul style="list-style-type: none">• New and proposed legislation• Employees vs. independent contractors• App-based business models• Transportation network company driver rights• Investigation techniques• Recent or noteworthy cases
11:30 am – 12:45 pm	Lunch (On your own)
12:45 pm – 1:45 pm	<p>Breakout Sessions</p> <p>Option 1 (Location): Prevailing Wage Karen Bugar, State Program Administrative Director, Minnesota Facilitator, Title, Montana</p> <p><u>Description:</u> Facilitated group discussion about enforcement of prevailing wage laws. Areas of discussion may include:</p> <ul style="list-style-type: none">• New or updated laws and rules• Differences between state and federal requirements



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- Education and outreach techniques
- Onsite investigations
- Setting wage rates
- Usual/fringe benefits
- Common occupational misclassifications
- Recent or noteworthy cases

Option 2 (Location):

Wage Recovery Funds/Tips for Faster Collections and Payments to Workers

Laura van Enckevort, Wage and Hour Administrator, Oregon

Kisha Scotton, Wage and Hour Bureau Administrator, North Carolina

Description: Facilitated group discussion about collections methods and getting faster payments to workers. Areas of discussion may include:

- Wage recovery funds
- Liens
- Collections tools
- Successorship and Individual Liability
- Partnering with other state agencies
- Recent or noteworthy cases

1:45 pm – 2:45 pm

Roundtable Discussion/Evaluation of Conference/Closing Remarks

Mary Donachy, Manager of Strategic Enforcement Policy and Investigations, Colorado

- Evaluate 2024 conference
- List of items for next year's agenda
- Plan next year's board meetings

2:45 pm

Adjourn

THANK YOU FOR ATTENDING
SAFE TRAVELS

WE LOOK FORWARD TO SEEING YOU IN NEW YORK FOR
THE 61st ANNUAL NATIONAL CONFERENCE