Disabled Sports USA Leadership Conference

May 14-17, 2016
Welcome Letter

On behalf of Disabled Sports USA (DSUSA), we would like to welcome you to the Adapt2Achieve Leadership Conference hosted in Atlanta, GA. We are delighted to be in the home city of one of the newest members of the Disabled Sports USA network and a supporter of this conference – BlazeSports America.

It’s an exciting time for DSUSA as we continue to grow and partner with more organizations that share our common mission to provide opportunities for youth and adults with disabilities, including wounded warriors, to develop independence and fitness through participation in adaptive sports. In response to the ever increasing need for organizational guidance and leadership, this conference aims to tackle some critical topics that will help your organization to provide safe and effective services while it grows.

DSUSA remains committed to providing educational conferences that provide effective administrative and adaptive sports training for chapters and adaptive sports professionals across the country. The topics and trainings being offered over the next few days have been determined by your feedback through surveys and past conferences – please continue to share your thoughts and needs with us!

We hope you find the conference engaging and capitalize on this opportunity to network with other leaders in the adaptive sports community.

Thank you for attending Disabled Sports USA’s Adapt2Achieve Conference. You and your organizations are our greatest asset and we could not accomplish what we do without partners like you.

Warm regards,

Kirk M. Bauer, JD
Executive Director
About Disabled Sports USA

Founded in 1967, Disabled Sports USA is a charitable organization that provides opportunities for individuals with disabilities to develop independence, confidence and fitness through participation in sports. What began as a program to serve Vietnam veterans has since grown into one of the nation’s largest multi-sport, multi-disability organizations, annually serving more than 60,000 wounded warriors, youth and adults with disabilities. A member of the U.S. Olympic Committee, Disabled Sports USA offers programs in more than 40 summer and winter sports through its nationwide network of more than 100 community-based chapters.

About Adapt2Achieve

Adapt2Achieve, a program of Disabled Sports USA, increases sports opportunities for individuals with disabilities by providing adaptive sports training to coaches, instructors and volunteers. Training focuses on program best practices, organizational capacity building and sports-specific skill development, including the development of instructor training manuals and adaptive accreditations sanctioned by a National Governing Body. Since 2009, over 180 organizations have participated in Adapt2Achieve multi-day conferences held across the U.S. To learn more visit www.adapt2achieve.org.
CONFERENCE INFO

Lodging and Travel
- Airport shuttles returning to Atlanta International Airport will depart from the hotel lobby on Monday evening at 5:15pm and Tuesday morning at 6:30 am.
- All conference sessions and rooms are at the DoubleTree.
- Lodging is double occupancy
- Room checkout is at 11:00am on Tuesday, May 17

Conference Sessions
- All sessions will take place in the Piedmont B meeting room
- Presentations and handouts along with participant contact info will be provided electronically after the conference.

PRESENTER BIOS

Scott Mac Adam
Scott Mac Adam is the owner and president of Specialty Insurance, LLC. He has been providing insurance and risk management solutions for sports related programs for over 25 years and has worked extensively with DSUSA and their insurance program for the last six years.

Leslie White
Founder and president of Croydon Consulting, LLC, Leslie T. White, CPCU, ARM, CIC, CRM, has more than 30 years’ experience within the insurance and risk management industry. Since 1995 she has chosen to specialize in serving nonprofit organizations including associations as a consultant. Before establishing Croydon Consulting in 2000, Leslie was Director of Risk Management Services for the Nonprofit Risk Management Center, a Washington DC-based, international resource center for community-serving organizations. Prior to becoming a consultant, Leslie worked in the property-casualty industry completing her corporate career as Underwriting Vice President and Officer for a regional insurance company.
PRESENTER BIOS

Laura Ladefian
Laura is a Licensed Professional Counselor, Registered Play Therapist and Certified Professional Counselors Supervisor. She received Master of Science and Education Specialist degrees in Professional Counseling from Georgia State University. Additionally, Laura has received post-graduate training in play therapy, Trauma-Focused Cognitive Behavioral Therapy, and Child-Parent Relationship Therapy. Since 2010 Laura has served children and families in a variety of settings including children’s hospitals, public schools, and Children’s Advocacy Centers.

Trish McGonnell-Sylvia
Trish McGonnell-Sylvia is the Co-founder & CEO of National Center for Safety Initiatives (NCSI), the nation’s leading organization for fully-managed risk management and background screening programs for non-profit and youth-serving organizations. The mission of NCSI, is “to serve as a leading resource in an overall effort to eradicate harm in organizations and communities across the globe.” With a life commitment to this important work, she carries out the mission through her leadership of NCSI and in the message she brings to various speaking engagements. Prior to her service with NCSI, Trish worked as an executive in the private sector for nearly fifteen years. She received her Bachelor of Arts degree in Business Management from Ursuline College, holds SPHR certification and was awarded her Master of Science in Positive Organization Development (MScPOD) degree with honors from Case Western Reserve University’s Weatherhead School of Management in Cleveland, Ohio.

CONFERENCE INFO

Meals
- Breakfast will be served each morning in the Green Leaf Cafe
- Please check the conference schedule for other meal locations

Contact Information
For assistance, please call:
- Claire Duffy, Program Manager, DSUSA, 609-304-7086
- Julia Ray, Programs Director, DSUSA, 703-283-6171

Local Information and Important Numbers
- DoubleTree Buckhead, 3342 Peachtree Rd NE, Atlanta, GA 404-231-1234
- Buckhead Safety Cab, 404-875-3777, www.bucheadsafetycabs.com
- Airport Supershuttle, www.supershuttle.com, 1-800-258-3826
- The closest MARTA public transit station is located at 3360 Peachtree Road. Easy access to shopping and dining as well as a 15-minute or less train ride to attractions in Midtown and downtown Atlanta. The Buckhead station is only accessible via MARTA’s red line.
CONFERENCE AGENDA

Saturday, May 14

2:00-6:00pm  Conference Registration; Doubletree Lobby
6:30-8:30pm  Opening Reception; Piedmont Ballroom

Sunday, May 15

6:00-7:30am  Breakfast, Green Leaf Bistro
7:45-8:45am  DSUSA Chapter Benefits, DSUSA Staff  Piedmont B
9:00-10:00am Relentless Pursuit of Safety: Protection Strategies that Make a Difference, Trish McGonnell-Sylvia  Piedmont B
10:15-11:15am Waiver and Release: A Valuable Risk Management Tool, Scott Mac Adam  Piedmont B
11:30am-12:30pm Incidents Happen: Be ready with Four Essential Processes, Cheryl Collins  Piedmont B
12:30-1:30pm  Lunch  Ballroom Foyer
1:45-2:45pm  Claims Under Directors and Officers and Employment Practices Liability Insurance: Protecting Yourself and Preparing for the Landmines, Martin Heller  Piedmont B
3:00-5:00pm  Policy Writing Workshop, Leslie White  Piedmont B
7:00-8:30pm* Dinner, Maggiano’s Buckhead, 3368 Peachtree Rd.

*participants can meet in the lobby at 6:40 to either walk/roll over to the restaurant or take the complimentary hotel shuttle.

PRESENTER BIOS

Beth Fenger
Beth Fenger joined the Boys & Girls Clubs of America in April of 2009 and is now the National Director, Partner Strategy & Volunteer Engagement. In her role she works with Clubs to develop capacity, systems and infrastructure to build strategic partnerships, and works with major stakeholders to set strategy for how they and their employees will be engaged with the Clubs. Previously, she ran a consulting firm focused on areas of non-profit organizational development such as strategic planning, board development, and executive leadership. Beth holds an MS in Integrated Marketing Communications from Northwestern University and a BA in Communications from Trinity University in Texas and has 18 years experience in both nonprofit and the corporate sectors.

Charlene Fitzpatrick
Charlene Fitzpatrick, PHR and owner of HR with Results, Inc, and known to most as The HR Girl!, has twenty years’ experience in the Human Resources Generalist area. As a consulting business partner, she has developed and implemented various training and educational programs, provided compliance assistance with OFCCP, EEOC and Wage and Hour audits in addition to providing coaching for a number of clients in a wide range of industries ranging from healthcare, retail, power plants, to nonprofit organizations.

Martin Heller
Martin Heller, JD, is a Partner in the Labor Law and Employment Litigation Section of Freeman Mathis & Gary. Mr. Heller represents public and private sector employers on a national, regional, and local basis in all aspects of employment litigation, including wage and hour claims, employment discrimination claims, family and medical leave claims and employment contracts. He works with employers to develop restrictive covenants and other procedures for their workplaces, and advises employers on issues arising from the employment relationship.
SESSION DESCRIPTIONS

Stewards of Children Child Abuse Prevention Training
Monday, May 16 8:00-10:15am
Presenter: Laura Ladefian
of Children is an evidence-informed program that teaches adults how to prevent, recognize, and react responsibly to child sexual abuse. It is designed for both youth serving organization and for individuals concerned about the safety of children.

Volunteer Policies, Procedures, Recruitment and Development
Monday, May 16 10:30am-12:30pm
Presenter: Beth Fenger
Matching the right volunteers with the right activities and projects is key to advancing the mission and vision of the organization. Participants will learn operational best practices for the design of volunteer programming. This course will provide participants with the tools to engage, train, develop, and support volunteers. Participants will walk away with the understanding that helping volunteers reach their potential advances the mission of the organization.

HR Legal Compliance and Policy Management
Monday, May 16 1:45-3:45pm
Presenter: Charlene Fitzpatrick
Nonprofit managers must be prepared to protect the business, its employees, volunteers and themselves from legal liability. This course will outline the major federal employment-related laws. It will provide nonprofit managers with the tools necessary to identify compliance “red flags” and the knowledge to know when to take action to rectify a situation or when to seek legal advice.

CONFERENCE AGENDA

Monday, May 16

6:00-7:45am Breakfast, Green Leaf Bistro
8:00-10:15am Stewards of Children Child Abuse Prevention Training, Laura Ladefian Piedmont B
10:30am-12:30pm Volunteer Policies, Procedures and Recruitment, Beth Fenger Piedmont B
12:30-1:30pm Lunch Ballroom Foyer
1:45-3:45pm HR Legal Compliance and Policy Management, Charlene Fitzpatrick Piedmont B
4:00-5:00pm Chapter Networking Roundtable, DSUSA Staff Piedmont B
5:15pm Airport Departures Lobby Front Entrance
5:00-10:00pm Evening Free Time

Tuesday, May 17

6:30am Airport Departures Lobby Front Entrance
11:00am Room Check-Out
**SESSION DESCRIPTIONS**

**DSUSA Chapter Benefits**
*Sunday, May 15, 7:45-8:45am*

**Presenter: DSUSA Staff**
Disabled Sports USA is here to help its chapters do what they do best—meet the needs of youth and adults with disabilities through adaptive sports. Does your chapter know about all the ways we can support your efforts? This interactive session will teach participants about the benefits of being a member of Disabled Sports USA’s chapter network, while offering the chance to provide live feedback and have a discussion with DSUSA.

**Relentless Pursuit of Safety: Protection Strategies that Make a Difference**
*Sunday, May 15, 9:00-10:00am*

**Presenter: Trish McGonnell-Sylvia**
While many owners and managers recognize the important and value of safety in their programs, the process of protecting our youth often seems daunting to those who may be unfamiliar with the critical issues and ever-changing requirements. Attendees will gain the knowledge necessary to exercise “due diligence” with regard to implementing a comprehensive protection program in their community and/or organization, including information about child sexual abuse prevention and response, background screening and best practices.

**Waiver and Release: A Valuable Risk Management Tool**
*Sunday, May 15 10:15-11:15am*

**Presenter: Scott MacAdam**
The focus of this presentation will be the importance of properly executing and maintaining waiver and release forms for all your participants.

**Incidents Happen: Be Ready With These Four Essential Processes**
*Sunday, May 15, 11:30am-12:30pm*

**Presenter: Cheryl Collins**
This session will focus on the critical role that registration, waiver inspection, training documentation and incident reporting play in reducing your chapter’s exposure.

**Claims Under Directors and Officers and Employment Practices Liability Insurance: Protecting Yourself and Preparing for the Landmines**
*Sunday, May 15 1:45-2:45pm*

**Presenter: Martin Heller**
This presentation will focus on the federal and state law claims that may be brought against entities, directors and officers arising out of actions relating to their employees and volunteers. The presentation will cover federal employment laws including Title VII of the Civil Rights Act, the Americans with Disabilities Act, USERRA, the Age Discrimination in Employment Act, and others, and will cover state law claims that may be brought arising out of actions relations to employees, board members, directors and officers, including claims for breach of contract, negligence, breach of fiduciary duties, fraud, and more. Then, your legal knowledge will be tested with a set of hypothetical issues to help provide practical tips to avoid litigation and minimize damages.

**Policy Writing Workshop**
*Sunday, May 15 3:00-5:00pm*

**Presenter: Leslie White**
Every chapter searches for the best practices for all aspects of operating their programs. It’s a big job (overwhelming for some) to develop and implement the policies and procedures for your chapter. This session explores the why and how of writing policies and the differences between a policy and a procedure. We’ll look at the language, format, development, peer review process and when to update your policies. It’s a workshop, so be prepared to write a policy while learning!