



Ohio Prosecuting Attorneys Association



2022 OPAA ADMINISTRATIVE PROFESSIONALS' SEMINAR

October 27th, Sheraton Columbus at Capitol Square

The OPAA Administrative Professionals training will once again be held at the Sheraton in downtown Columbus. This year's seminar will feature sessions on professional conduct; managing stress; identifying and combatting gender bias; and the ins and outs of civil protection orders from a small and medium sized county perspective. We look forward to seeing everyone again after our 2020 hiatus!

Thursday, October 27th

9:00 – 10:00 **Registration and Continental Breakfast**

10:00 - 11:00 **Ethical Jeopardy!**
The session will cover common workplace ethical and professional situations through prosecutor movies, Ohio trivia, and more. As the game of Jeopardy! Opens, categories and squares are revealed, and attendees have an opportunity to discuss the issue shown. This will be a lighthearted and fun opener to talk about what can sometimes be difficult issues.
K.C. Steckelberg, Director of Public Affairs
Prosecuting Attorneys Association of Michigan

11:00 – 11:15 **Break**

11:15 - 12:15 **Office Horror Stories - Managing Stress and Conflict in the Office**
This session will look at what is happening in situations that raise emotions, and what strategies can help to alleviate the heat of the moment. We'll also look at what led to a situation, how to view oneself with an objective eye, and what tactics can be used to make the workplace a better environment.
K.C. Steckelberg, Director of Public Affairs
Prosecuting Attorneys Association of Michigan

12:15 – 1:30 **Lunch**

1:30 – 3:00 **Identifying and Combatting Gender Bias: Examining the Roles of Women Attorneys in the Movies and on TV**
Every legal professional regardless of gender must have an equal opportunity to advance their career in the legal profession. However, the legal profession has a history of gender bias and recent surveys, and statistical studies indicate there is still gender bias in our profession. In this

presentation, attendees will learn to identify both implicit and explicit gender bias in the legal profession by reviewing the depiction of woman attorneys on television and at the movies. In 2008 and 2018 the American Bar Association conducted a poll of the best lawyer movies. We will review film clips of these award-winning movies to identify implicit gender bias in these movies. Further, we will review the depiction of woman attorneys on classic television shows from 1960-1990 to identify gender bias on the small screen.

Philip Bogdanoff

Retired Career Prosecutor

3:00 - 3:15

Break

3:15 - 4:00

The Ins and Outs of Civil Protection Orders

This session will look at the role of the prosecutor's office when dealing with civil protection orders and try to identify the process counties are using in the state, and how smaller counties are handling CPOs.

Steven D. Barnett, Carroll County Prosecutor

R. Kyle Witt, Fairfield County Prosecutor

Jason Holdren, Gallia County Prosecutor

The member registration fee of \$200.00 covers handout materials, continental breakfast, lunch and break refreshments. Please submit registrations to OPAA by October 14th. Cancellations after October 14th (other than emergencies) will be assessed a total of \$100.00. This will help to defray the cost of food guarantees required by that time. Non-member pricing is double the member prices shown above.

OPAA has requested approval from the Ohio Victim Witness Association (OVWA) for victim-witness advocates to receive continuing education hours for this training.

OPAA has also requested approval from the Ohio State Bar Association Paralegal Certification Board to offer continuing education hours to paralegals.

If you wish to arrive Wednesday evening, OPAA has blocked a few rooms at the Sheraton. Reservations can be made by registering online at:

<https://www.marriott.com/events/start.mi?id=1663185156079&key=GRP>

(Note: The link is correct, this Sheraton is owned by Marriot)

or calling either 800-325-3535 or 614-365-4500 and identifying yourself as being with group "Ohio Prosecuting Attorneys Administrative Professionals Training". The room rate is \$149.00 single or double. The cutoff time for registrations is 5:00 p.m., October 4th. Payment at the Sheraton must be made with either an office check or office credit card to receive tax exempt status. If payment is made with personal check or personal credit card with the expectation of being reimbursed by your office, tax exemption cannot be claimed (state law).

NOTE: If any registrant has special dietary needs, please contact Diana at 614-221-1266, so that advance arrangements can be made with the venue. OPAA will accommodate requests as long as they can be supplied by the venue without additional cost.

Any additional cost must be borne by the registrant, and they will be notified in advance.



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REGISTRATION FORM

OPAA 2022 ADMINISTRATIVE STAFF TRAINING

Email this form or the information by Thursday, October 14th to: delores@ohiopa.org, or diana@ohiopa.org, fax 614-221-0753, or via mail to:

Ohio Prosecuting Attorneys Association
196 East State Street, Suite 200
Columbus, OH 43215

Please register the following persons to attend the 2022 OPAA Administrative Professionals seminar at the Sheraton Columbus at Capitol Square on Thursday, October 27th.

NAME	TITLE	EMAIL ADDRESS

The registration fee for members is \$200, non-members is \$400

Check number _____ for \$_____ is enclosed or will be sent.

_____	_____
County	Prosecuting Attorney

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