



Three-Part Telephone & E-mail Seminar:

## Employer Compliance For Beginners

*Speakers: Maggie Murphy, Robert Nadalin, Donald E. Smith,  
William Stock, Steve Thal, Roger Tsai and Robert White*

**Available on CD**

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### Seminar Outline

#### FIRST Phone Session on November 12: Public Access File Compliance

- Detailed overview of required documentation and retention requirements
- Audit Triggers: How an economic downturn and renewed focus on employer enforcement is increasing the risk of public access file audits
- The Department of Labor's focus on wage issues
- Penalties for noncompliance

#### SECOND Phone Session on December 10: Worksite Enforcement

- Employer Responsibilities under IRCA - Completing and retaining Forms I-9 for every employee and penalties for noncompliance
- Dealing with Social Security No-Match Letters - Complying with DHS regulations while avoiding liability for discrimination
- Addressing Common E-Verify Questions: What is it? How do I know whether a company is required to enroll? Are there any risks involved with enrolling?

#### THIRD Phone Session on January 14: PERM Compliance

- How to proactively plan for a PERM audit - maintaining required documentation and ensuring compliance with recruitment requirements
- Don't miss the deadline! Key timing considerations for PERM cases
- Dealing with a PERM audit - Audit triggers, employer responsibilities, and the risk of supervised recruitment

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[ ] CD November 12                      [ ] CD December 10                      [ ] CD January 14

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(→ see next page for speaker bios)



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### About the Speakers

**Maggie Murphy** (Discussion Leader) is Senior Attorney in the Texas office of Foster Quan, LLP. He is board certified-Immigration and Nationality Law, Texas Board of Legal Specialization.

**Robert Nadalin** is certified by the State Bar of California Board of Legal Specialization as a Specialist in the field of Immigration and Nationality Law. He received his J.D. from South Texas College of Law in 1998 and his B.A. in Japanese from Ohio State University in 1993. Mr. Nadalin has served in a variety of leadership roles in the American Immigration Lawyers Association (AILA), including San Diego Chapter President, National Board Member, and California Service Center Liaison Committee Member. He also serves as a Director of the Japan Society of San Diego and Tijuana. Mr. Nadalin is a member of the State Bar of California and the State Bar of Texas and has been admitted to practice in the U.S. District Court, Southern District of California, Northern District of Texas, and Southern District of Texas. Mr. Nadalin is fluent in the Japanese language.

**Donald Smith** is an associate attorney at Litwin and Associates. Mr. Smith is a seasoned attorney providing outstanding business immigration counsel to clients. He has a reputation for successful representation of difficult matters. He is analytical, creative, and knowledgeable, with hands-on experience and knowledge of "ground-up" business building. He concentrates in the area of employment-based immigration and non-immigrant visas in addition to other areas of immigration law. His past and present professional affiliations, activities, and accomplishments include: American Immigration Lawyers Association, American Bar Association, Florida Bar Association, Washington DC Bar, Seminar Publications: Professional Visas (H-1B) and Intracompany Transferee Visas (L-1); and The E Visa, Immigration Interviews, local network TV, Orlando, Florida, Business Immigration Seminars Speaker and I-9 Compliance For the Small Business Speaker. He enjoyed a long history and commitment to serving small business clients with expertise in individual matters which allows us to offer a complement of services to our corporate clients with spouses, significant others and/or children in need of immigration benefits.

**William Stock** is a founding partner of Klasko, Rulon, Stock and Seltzer, LLP. Mr. Stock was the recipient of AILA's Joseph Minsky Award for outstanding accomplishments in immigration law and is listed in Best Lawyers in America. He is a Senior Editor of AILA's annual Immigration & Nationality Law Handbook, and is co-author of the "J Visa Guidebook" from Matthew Bender. Bill has served on the board of governors of AILA and currently serves as the Chapter Chair of AILA's Philadelphia Chapter. He is an Adjunct Professor at Villanova University School of Law.

**Steve Thal** is an attorney practicing immigration law in Minnetonka, Minnesota. He is a 1982 graduate cum laude of the University of Minnesota Law School. Prior to law school he spent two years in the Peace Corps in Ecuador, South America. He received a Bachelor of Elected Studies Degree from the University of Minnesota College of Liberal Arts in 1977. He is a past Chair of the Immigration Section of the Minnesota State Bar Association. He is a past Chair of the Minnesota/Dakotas American Immigration Lawyers Association (AILA) Chapter and has previously served as Vice Chair and Secretary/Treasurer. He has served on various AILA National Committees including USCIS liaison, Nebraska Service Center Liaison, Essential Workers, Family Committee and has served on Conference Committees for various AILA CLE's including the Annual Conference for 2009. He is an AILA mentor and has served as an AILA mentor on immigration issues to Congressional offices. Mr. Thal edits articles for AILA's publication, Immigration Law Today as part of the editorial advisory board. He is a member of the American Immigration Lawyers Association, Minnesota State Bar Association, Minnesota Advocates for Human Rights and various other professional and civic groups. Mr. Thal holds an "A-V" rating from Martindale-Hubbell and is listed in their Directory of Preeminent Lawyers. Minneapolis-St. Paul Magazine and Twin Cities Business Monthly have recognized him as a "Super Lawyer" in immigration law. He has received the AILA National Presidential Commendation for "creative and tireless advocacy" on behalf of immigrants. He is a Trustee Emeritus of the Board of Trustees of the American Immigration Law Foundation.

**Roger Tsai** is a member of the Employment Law department. He concentrates his practice on employment and family-based immigration and worksite enforcement. Mr. Tsai regularly advises companies and universities on how to secure temporary and permanent visas for foreign national employees including H-1B visas and permanent resident status. He has also assisted companies in performing internal audits of their employment eligibility documents (I-9's) and successfully negotiated settlements with Immigration and Customs Enforcement. Mr. Tsai has spoken before the Utah State Legislature and numerous industry groups on immigration worksite enforcement. His articles on immigration worksite enforcement have been published by the American Bar Association, the Utah Bar and the American Immigration Lawyers Association (AILA). Mr. Tsai received his B.A. degree in political science and economics from the University of Michigan and his law degree from the University of Houston Law School. He currently serves on the boards of the Utah AILA Chapter, the Utah Asian Chamber of Commerce and the Salt Lake Chamber Immigration Taskforce.

**Robert White** is a principal in the law firm of Masuda & Funai. Mr. White was an immigration assistant to the former U.S. Senator Alan J. Dixon, and established a business immigration practice in a suburban Chicago law firm. Mr. White serves as immigration counsel for numerous colleges and universities and is a member of the leadership team of the NAFSA: Association of International Educators Region V. Mr. White was previously Chair of the Chicago Chapter of the American Immigration Lawyers Association (AILA), member of the AILA Board of Governors and a member of the Chapter's Department of Labor Liaison Committee. Mr. White is currently a member of AILA's ICE Worksite Enforcement Committee. Mr. White is a frequent lecturer, moderator and panel participant on immigration issues affecting the business and academic communities. He has presented programs at several AILA conferences on how to structure and process applications to avoid problems with the DOL and U.S. Citizenship and Immigration Services (USCIS). Mr. White is an active advocate for the reform of the U.S. immigration laws and frequently travels to Washington to meet with Congressional representatives. He speaks regularly on the topic to international educators, business executives and religious leaders and is a member of the Immigration Reform Taskforce of the Archdiocese of Chicago.