



ABA Joint Committee
on Employee Benefits

The Sections of:

Business Law

Health Law

Labor and
Employment Law

Real Property, Probate
And Trust Law

Taxation

Tort Trial and Insurance
Practice

and the
American College of
Employee Benefits Counsel

The 17th Annual National Institute on

ERISA Basics

June 4-6, 2003

The Westin Michigan Avenue
Chicago, IL

Early Bird Registration May 6, 2003

Hotel Registration May 6, 2003

www.abanet.org/JCEB
(202) 662-8641

HIGHLIGHTS OF ERISA BASICS

Who Should Attend?

- **In-house and union counsel** making decisions regarding employee benefit plans and issues
- **Benefits specialists** seeking to expand their exposure and practices into these growing areas of concentration
- **All private practitioners** who advise their corporate clients on employee benefit matters and draft plans
- **Consultants, accountants and corporate executives** seeking a more comprehensive understanding of ERISA issues
- **Litigators** seeking to develop expertise in ERISA matters
- **All attorneys** who intend to work in the field of employee benefits

What Past Participants Have Said ...

“The setting, facility, faculty, material, and pace were ideal. No upstart ERISA practitioner should do without this leg up.”

- **Darin Haugen**, *Eaton, Peabody, Bradford & Veague*, Bangor, ME

“Overall, I thought the presentations were highly effective. The speakers were highly energetic and interesting. The presentations were neatly tailored to the small time allotments allowed each speaker.”

- **David Amendola**, *Kelly Drye & Warren*, New York, NY

“The speakers were extremely intelligent and obviously experienced. I have never met a more enthusiastic group of benefits attorneys.”

- **Elizabeth Dalzell**, *Slevin & Hart PC*, Washington, DC

“The presenters were very knowledgeable and actively engaged one another. Excellent written materials.”

- **William Wilder**, *Baptiste & Wilder, P.C.*, Washington, DC

“I am a novice at this area. The program gave me a basic knowledge that I did not have before. It also showed me where to look for answers.”

- **Patrick Hennessey**, *Attorney at Law*, Garden City, NY

“Good balance between technical information and practical application; presenters were very knowledgeable and impressive.”

- **Linda Trent**, *Fidelity Investments*, Marlborough, MA

“Duplication/repetition of material was very minimal - great job of coordination. Caliber of speakers was exceptional.”

- **Richard Weiss**, *Nynex Tax Department*, New York, NY

National Institute Faculty

David R. Levin
Program Co-Chair
Wiley Rein & Fielding
Washington, DC

Jani K. Rachelson
Program Co-Chair
Cohen, Weiss and Simon LLP
New York, NY

Mary Ellen Signorille
Program Co-Chair
AARP Foundation Litigation
Washington, DC

Kathryn Bakich
The Segal Company
Washington, DC

Mark Casciari
Seyfarth Shaw
Chicago, IL

Denise Clark
H.E.R.E.I.U.
Welfare-Pension Funds
Aurora IL

Lois Wagman Colbert
Kilpatrick Stockton LLP
Raleigh, NC

Susan Daley
Altheimer & Gray
Chicago, IL

Mark D. DeBofsky
Daley, DeBofsky & Bryant
Chicago, IL

Daniel N. Janich
Janich Law Group
Chicago, IL

Barry Kozak
John Marshall Law School
Center for Tax Law and
Employee Benefits
Chicago, IL

Ronald S. Kravitz
Liner Yankelevitz Sunshine &
Regenstreif LLP
San Francisco, CA

Thomas H. Lawrence
Lawrence & Russell, LLP
Memphis, TN

Deborah M. Lerner
Willig, Williams & Davidson
Philadelphia, PA

Judith F. Mazo
The Segal Company
Washington, DC

Evan Miller
Hogan & Hartson LLP
Washington, DC

Mark C. Nielsen
Feder Semo & Bard PC
Washington, DC

Lissa J. Paris
Murtha Cullina LLP
Hartford, CT

Ronald S. Rizzo
Jones Day
Chicago, IL

Erin M. Sweeney
Latham & Watkins
Washington, DC

Charles B. Wolf
Vedder, Price, Kaufman &
Kammholz
Chicago, IL

ERISA BASICS AGENDA

WEDNESDAY, JUNE 4, 2003

- 8:00 **Registration and Networking Continental Breakfast**
- 8:45 **Welcome and Overview of Program**
Program Co-Chairs:
David R. Levin, *Wiley Rein & Fielding*
Jani K. Rachelson, *Cohen, Weiss and Simon LLP*
Mary Ellen Signorille, *AARP Foundation Litigation*
- 9:00 **Introduction to ERISA and Employee Benefit Plans**
Jani K. Rachelson, *Cohen, Weiss and Simon LLP*
Mary Ellen Signorille, *AARP Foundation Litigation*
- 10:00 **Minimum Standards for Qualified Pension Plans – Overview**
Lois Wagman Colbert, *Kilpatrick Stockton LLP*
Susan Daley, *Alzheimer & Gray*
- 11:00 **Morning Break**
- 11:10 **Minimum Standards for Qualified Pension Plans – Overview (continued)**
- 12:15 **Lunch (on your own)**
- 2:00 **An ERISA Plan: What is it?**
Mary Ellen Signorille, *AARP Foundation Litigation*
- 2:30 **Fiduciary Standards**
David R. Levin, *Wiley Rein & Fielding*
Charles B. Wolf, *Vedder, Price, Kaufman, & Kammholz*
- 3:30 **Afternoon Break**
- 3:45 **Fiduciary Standards (continued)**
- 4:35 **Section 401(k) Plans – Overview**
Lois Wagman Colbert, *Kilpatrick Stockton LLP*
- 5:25 **Hosted Cocktail Reception**
- 6:40 **Adjourn**

THURSDAY, JUNE 5, 2003

- 8:00 **Registration and Networking Continental Breakfast**
- 8:30 **Overview of Deferred Compensation for Executives**
Erin M. Sweeney, *Latham & Watkins*
- 9:20 **Federal Regulation of Health Benefit Plans – Overview**
Barry Kozak, *John Marshall Law School, Center for Tax Law and Employee Benefits*
Jani K. Rachelson, *Cohen, Weiss and Simon LLP*
- 10:15 **Morning Break**
- 10:30 **ERISA Claims and Relief**
Mark Casciari, *Seyfarth Shaw*
- 11:20 **ERISA Preemption**
Mary Ellen Signorille, *AARP Foundation Litigation*
- 12:10 **Lunch (on your own)**
- 1:40 **Claim and Review Procedures**
Mark D. DeBofsky, *Daley, DeBofsky & Bryant*
Mark C. Nielsen, *Feder Semo & Bard PC*
- 2:30 **Benefit Claim Litigation**
Mark D. DeBofsky, *Daley, DeBofsky & Bryant*
Mark C. Nielsen, *Feder Semo & Bard PC*
- 3:30 **Afternoon Break**
- 3:40 **Reporting and Disclosure**
Daniel N. Janich, *Janich Law Group*
- 4:30 **ERISA Ethical Issues and Concerns**
Moderator: David R. Levin, *Wiley Rein & Fielding*
Mary Ellen Signorille, *AARP Foundation Litigation*
Denise Clark, *H.E.R.E.I.U. Welfare-Pension Funds*
Mark D. DeBofsky, *Daley, DeBofsky & Bryant*
Erin M. Sweeney, *Latham & Watkins*
- 5:30 **Adjourn**

ERISA BASICS AGENDA

FRIDAY, JUNE 6, 2003

Concurrent Break out Sessions

- 8:00 **Registration and Networking Continental Breakfast**
- 8:30-9:20 **Plan Design Track: 401(k) Technical Issues**
Judith F. Mazo, The Segal Company
- Transactional Track: Bankruptcy and Employee Benefits**
Charles B. Wolf, Vedder, Price, Kaufman, & Kammholz
- Litigation Track: Remedies and Removal**
Ronald S. Kravitz, Liner Yankelevitz Sunshine & Regenstreif LLP
- 9:30-10:20 **Plan Design Track: Equity-Based Compensation for Executives**
Erin M. Sweeney, Latham & Watkins
- Transactional Track: Participant Directed Investments**
David R. Levin, Wiley Rein & Fielding
- Litigation Track: Subrogation**
Thomas H. Lawrence, Lawrence & Russell, LLP
- 10:30-11:20 **Plan Design Track: QDROs, QMCSOs and Spousal Rights**
Jani K. Rachelson, Cohen, Weiss and Simon LLP
- Transactional Track: Employee Stock Ownership Plans (ESOPs)**
Ronald S. Rizzo, Jones Day
- Litigation Track: Service Provider Liability: Harris Trust v. Salomon Smith Barney and the Aftermath**
Ronald S. Kravitz, Liner Yankelevitz Sunshine & Regenstreif LLP
- 11:30-12:20 **Plan Design Track: Minimum Standards Technical Issues**
Deborah M. Lerner, Willig, Williams & Davidson
- Transactional Track: Privacy Regulations**
Kathryn Bakich, The Segal Company
- Litigation Track: The ADA Impact on Employee Benefit Plans**
Lissa Paris, Murtha Cullina LLP
- 12:20 **Lunch (on your own)**
- 2:00- 2:50 **Plan Design Track: Tax Aspects of Welfare Plans**
Deborah M. Lerner, Willig, Williams & Davidson
- Transactional Track: SEC Issues and Employee Benefit Plans**
Evan Miller, Hogan & Hartson LLP
- Litigation Track: The ADEA Impact on Employee Benefit Plans**
Lissa Paris, Murtha Cullina LLP
- 3:00-3:50 **Plan Design Track: Collectively Bargained Plan Issues: Who's in Control of What?**
Jani K. Rachelson, Cohen, Weiss and Simon LLP
- Transactional Track: Mergers and Acquisitions**
Judith F. Mazo, The Segal Company
- Litigation Track: Section 510 and Downsizing**
Thomas H. Lawrence, Lawrence & Russell, LLP
- 4:00-4:50 **Plan Design Track: Advanced Issues in COBRA and HIPAA Portability**
Kathryn Bakich, The Segal Company
- Transactional Track: SEC Issues and Employee Benefit Plans**
Evan Miller, Hogan & Hartson LLP
- Litigation Track: Advanced Preemption**
Mary Ellen Signorille, AARP Foundation Litigation

CHECK OUR WEBSITE FOR NEW PROGRAMS AND UPDATES
www.abanet.org/JCEB

ERISA BASICS INFORMATION

ABA TUITION

Attend the entire three-day program, the reception, each breakfast and network with other registrants and faculty. Registrations must be postmarked, e-mailed or faxed by **Tuesday, May 6** to receive the discount.

Early Bird Registration - Before May 6

- \$850 General Public
- \$800 ABA Member
(*\$50 Savings - join a Section, and save even more!*)
- \$750 Sponsoring Section Member (*\$100 Savings*)

Full Tuition - After May 6

- \$900 General Public
- \$850 ABA Member
(*\$50 Savings - join a Section, and save even more!*)
- \$800 Sponsoring Section Member (*\$100 Savings*)

On-Site Tuition

- \$950 General Public
- \$900 ABA Member
(*\$50 Savings - join a Section, and save even more!*)
- \$850 Sponsoring Section Member (*\$100 Savings*)

ADDITIONAL SAVINGS

If three or more people register from the same firm, one registrant will receive a \$50 reduction in program tuition! Every registrant will receive a copy of the informative course materials book which can be used as a comprehensive resource long after the program is held. Each registrant will also be eligible for MCLE accreditation within those states that require continuing legal education.

MCLE

Required sponsor documentation has been forwarded to and credit requested from MCLE states with general requirements for all lawyers. 19.08 hours of credit, including 1 hour of ethics credit, have been requested from states that recognize a 60-minute credit hour. 22.9 hours of credit, including 1.2 hours of ethics credit, from those states granting credit hours on a 50-minute basis (21.5 hours including 1 hour of ethics credit from NY State). Lawyers seeking credit in Pennsylvania must pay a fee of \$1.50 per credit hour directly to the PA CLE Board. The ABA pays applicable fees in other states where the sponsor is required to do so. In states where a late fee may become applicable, the ABA pays this fee as well. Please be aware that each state has its own rules and regulations including its definition of CLE as well as "Ethics". Therefore, certain programs may not receive credit in some states. Please check with your state agency for confirmation of general as well as ethics approval for any program. You may contact the ABA Service Center at (800) 285-2221 or the Center for CLE at (312) 988-6217 for confirmation of the number of credits approved by any particular state. This transitional CLE program has been approved for all New York licensed attorneys in accordance with the requirements of the New York CLE Board for NYMCLE.

QUESTIONS?

Please fax your questions to Karen Case, before June 3, to (202) 662-8682, or ask the speakers directly during the program presentation.

SERVICES FOR PERSONS WITH DISABILITIES

If special arrangements are required, please contact Karen Case at (202) 662-8641. Reasonable advance notice is requested.

CANCELLATIONS

Refunds will be made only if requests are received in writing by **Tuesday, May 6**, and a \$50 administrative fee will be charged. **No refunds will be made for requests received after Tuesday, May 6.** Substitute registrants for the ERISA Basics National Institute are welcome.

PROGRAM CONFIRMATION

Written confirmation of your registration will be e-mailed to you. Please bring it with you to the National Institute as proof of registration. If you do not receive the confirmation notice prior to the presentation, please call the ABA at (202) 662-8641 at least 24 hours in advance, to confirm that your registration was received and the program is being held as scheduled.

HOTEL INFORMATION

DEADLINE FOR HOTEL RESERVATIONS: TUESDAY, MAY 6

You may make hotel reservations at **The Westin Michigan Avenue**, 909 North Michigan Avenue, Chicago, IL 60611. A limited number of rooms have been set aside for National Institute registrants at \$199 for a single or double room. All room rates are subject to city occupancy and sales tax, and unclaimed rooms will be released on May 6, 2003, after which the hotel will accept reservations on a space-available basis only. All reservations must be guaranteed with a major credit card. A one night's deposit is required to hold a reservation. The deposit is refundable if the reservation is cancelled 72 hours prior to arrival. **To register at the hotel, call the hotel directly at (312) 943-7200 and be sure to mention the ABA ERISA Basics – to receive the special discounted rate.**

AIRLINE INFORMATION

The American Bar Association has secured discounted rates with American, Delta, and US Air for all National Institute participants. To make reservations, or for more information call:

- American Airlines** (800) 433-1790
ABA Account 15794
- Delta Airlines** (800) 241-6760
ABA Account 189408A
- US Air** (877) 874-7687
ABA Account 36632473

ABA SPONSORING SECTIONS

Join one of these dynamic Sections, and become active in one of their employee benefit committees. Join one or more when registering for this program, and save up to \$200 on this program tuition.

- I am interested in becoming a member of the American Bar Association. Please send me information and membership forms:
- I am an ABA member, but want a further reduction on my tuition for this program. Please enroll me into the Section listed below; I've enclosed a separate check.
- Section of Business Law, \$45
- Section of Health Law, \$40
- Section of Labor and Employment Law, \$40
- Section of Real Property, Probate and Trust Law, \$40
- Section of Taxation, \$50
- Section of Tort Trial and Insurance Practice, \$50

Registration and Order Form

ERISA Basics

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EARLY BIRD REGISTRATION - Before May 6

- \$850 General Public
- \$800 ABA Member
(\$50 Savings - join a Section, and save even more!)
- ABA # _____
- \$750 Sponsoring Section Member (\$100 Savings)
- ABA # _____

FULL TUITION - After May 6

- \$900 General Public
- \$850 ABA Member
(\$50 Savings - join a Section, and save even more!)
- ABA # _____
- \$800 Sponsoring Section Member (\$100 Savings)
- ABA # _____

ON-SITE TUITION

- \$950 General Public
- \$900 ABA Member
(\$50 Savings - join a Section, and save even more!)
- ABA # _____
- \$850 Sponsoring Section Member (\$100 Savings)
- ABA # _____

Two or more people from my firm have already registered; apply the \$50 tuition reduction to my registration fee.

Please check here if you need CLE Credit in one of the following states: NY PA TX DE

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*District of Columbia residents add 6% use tax, Illinois residents add 8.75% sales tax, and Maryland residents add 5% sales tax, before including domestic postage and handling charges. Price is subject to change after 6/6/03.

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