

Manage Risk. Maximize Resolution. Learn the Methods, Models and Protocols That Work!

Using a case study, live interviews, practical guidance and real-world analysis, Fran Sepler teaches you how to conduct **effective investigations**, that produce **accurate and credible information**, so that stakeholders can make **informed decisions**.

Fran Sepler

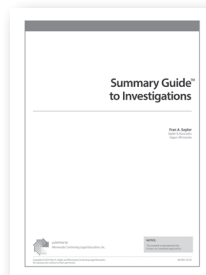
Minneapolis, MN



Fran Sepler, President of Sepler & Associates, is a renowned investigator, trainer and consultant whose work includes consulting with the EEOC to create a new harassment training program. The author of *Finding the Facts – What Every Workplace Investigator Needs to Know*, she is a master communicator who teaches lawyers, human resource professionals, business leaders and employee relations professionals how to conduct timely, thorough, fair, credible, and neutral investigations.

SPECIAL BONUS FOR ALL ATTENDEES

Summary Guide™ to Investigations



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Conducting Effective Employment Investigations

Wednesday, January 21, 2026 –
Attend In Person

Minnesota CLE Conference Center

View information on
your mobile device or register online.



MINNESOTA CONTINUING LEGAL EDUCATION
Your Success Is Our Goal

Conducting Effective Employment Investigations

Includes Live Demonstrations!

Renowned investigator **Fran Sepler** teaches you the “how to’s” for:



- Applying Proper Intake Procedures
- Collecting, Documenting and Securing Evidence
- Assessing and Documenting Credibility
- And Much More!

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Summary Guide™ to Investigations



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600 Nicollet Mall, Suite 370 | Third Floor City Center | Minneapolis

CAN'T ATTEND IN PERSON? View an Online Replay on
Thursday, February 5, 2026 or Tuesday, February 17, 2026.

SCHEDULE

8:30 – 9:00 a.m. CHECK-IN & CONTINENTAL BREAKFAST

9:00 – 9:05 a.m. WELCOME & INTRODUCTION

9:05 – 10:05 a.m.

1. The Structure of an Investigation

► Components of a Competent Investigative Process

- Intake
 - Taking the fresh complaint
 - What will facilitate a smooth investigation and what will undermine it?
 - What does an investigator need from the “first responder?”
- Interim actions
- Using a “need-to-know” team
- Paperwork and administrivia
- Evidence collection
 - Using creative thinking to uncover evidence
 - Securing electronic or digital evidence
 - Taking notes, making your notes reliable, dealing with requests for notes

► Organizational Readiness for Investigations

Policies and decisions to have in place *today*

► The Decision to Investigate

10:05 – 10:15 a.m. BREAK

10:15 – 10:30 a.m.

2. Planning the Investigation

Attendees participate in creating a plan for the hypothetical case

10:30 – 11:15 a.m.

3. The Investigative Interview

► The Anatomy of an Investigative Interview

- The 5 essential stages of an interview
- Special tips for dealing with tough questions and typical issues

► Special Issues in Interviewing Complainants, Respondents and Witnesses

► Assuring Integrity

11:15 a.m. – 12:15 p.m. LUNCH (on your own)

12:15 – 2:15 p.m.

Demonstration Interview: The Reluctant Witness

Demonstration Interview: The Respondent

2:15 – 2:30 p.m. BREAK

2:30 – 3:15 p.m.

4. Credibility Assessments

► Myths About Lie Detection

► Strategies and Mechanics of a Credibility Assessment

► How to Evaluate Inherent Truthfulness or Lack Thereof

► How to Document Credibility Assessments

3:15 – 3:45 p.m.

5. Making Findings and Preparing Reports

► Avoiding the Myth of “Substantiation”

► To Recommend or Not to Recommend

► Written or Verbal?

3:45 – 4:15 p.m.

6. The Unique Psychological Dynamics of Workplace Claims

What your colleagues say about Fran Sepler:

I took 5 pages (legal) of notes.

I’m confident that I’ll be a better investigator after having attended this seminar!

Investigations are procedure heavy. It has been helpful to attend a 2nd time.

COURSE INFORMATION

LIVE IN PERSON

Wednesday, January 21, 2026
Minnesota CLE Conference Center
600 Nicollet Mall, Suite 370
Third Floor City Center, Minneapolis

ONLINE REPLAY

Thursday, February 5, 2026
Tuesday, February 17, 2026
View online at www.minncle.org

A moderator will be available to answer questions by email.

HOW TO REGISTER

Register online at www.minncle.org. Email customerservice@minncle.org or call 800-759-8840 for assistance.

COURSE MATERIALS

In-person attendees will receive hard copies of any course materials submitted. All attendees will have access to all course materials via their Minnesota CLE online accounts.

CREDITS

Minnesota CLE is applying to the Minnesota State Board of CLE for **5.75 standard CLE credits**. Application is also being made for **5.75 labor and employment specialist credits**, **5.75 HRCI credits**, and **5.75 SHRM credits**. The maximum number of total credits attendees may claim for this program is 5.75.

SCHOLARSHIPS AVAILABLE

Minnesota CLE maintains a scholarship program for those with a financial need. Contact customerservice@minncle.org for further details or to obtain an application.

ACCOMMODATION

If you have a disability and need an accommodation in order to attend this seminar, contact Minnesota CLE as soon as possible at 800-759-8840 or customerservice@minncle.org.

CANCELLATION / NO-SHOW POLICY

Paid registrants who cancel before the seminar will receive a refund. Paid registrants who do not cancel and are unable to attend will retain access to all seminar materials through their Minnesota CLE website account.

QUESTIONS?

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Register online at www.minncle.org

Email customerservice@minncle.org or call 800-759-8840 for assistance.

TUITION:

\$295 MSBA member

\$295 paralegal

\$345 standard rate

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- **Online Passholders** may attend an online replay at *no charge* or the in-person seminar for 50% off.

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