

# Employee Disciplinary Procedures and Issues Up To & Including Termination

***December 11, 2024***

Approved by DCA - CMFO, CCFO - 2 CEU'S - 2 Office Mgt/Ancillary Subjects

Approved by DCA - RMC - 2 CEU's - Professional Development

Approved by DCA - CPWM - 2 CEU's - Management

Approved by DCA - CTC - 2 CEU's - General/Secondary

Approved by DCA for 2 CEUs for QPAs - 2 Office Adm/Gen Duties Procedures

Approved by the NJ Supreme Court for Attorneys 2 CLEs in Labor & Employment Law

Approved for CPEs - RMA's, CPA's, PA's - 2 CPE's - Management

Approved by Rutgers University for 2 CEUs in RPPO/RPPS 2 Management/Supervisory CEUs

Approved by NJ State Board of Profession Engineers & Land Surveyors for Professional Engineers 2 CPCs

**Webinar Timeframe 10am – 12pm - \$50.00 per person**

Employee performance is one of the most challenging areas for managers to navigate. However, effectively managing performance, discipline, and discharge can improve individual employee performance, increase organizational effectiveness, and decrease the risk of litigation.

One of the biggest challenges facing local government sector managers and supervisors is taking swift action to manage employees who are not meeting performance expectations and not contributing to agency goals. Managers and supervisors may not be making full use of the many options to deal with employees with performance or conduct issues. Managers and supervisors may take actions against employees, up to and including removal from local government employment, for job performance deficiencies and/or misconduct.

**PRESENTERS: Raymond Wiss, Esquire & Timothy Wiss, Esquire  
With the Firm of Wiss and Bouregy, PC**

## **CLAIMANTS CERTIFICATION & DECLARATION**

I do solemnly declare and certify under the penalty of the law that the within bill is correct in all its particulars, the articles have been furnished or services rendered as stated herein, that no bonus has been given or received by any person or persons within knowledge of this claimant in connection with the above claim and that the amount charged is a reasonable one.

Just send your check with the application form!  
You do not need to send us your Voucher for a separate signature since the presigned certification on the left can be attached to your voucher in lieu of sending it to us for a signature. This form has been determined by DLGS to meet the requirements of the statutes for this type of expenditure.



Michael F. Conti, Program Coordinator

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