

# The Who, What, When, Where, and Why of Internal Workplace Investigations

**Presenter: Elizabeth Wentz, Attorney at Law, Spencer Fane, LLP**

Elizabeth Wentz assists employers in employment counseling and employment litigation matters. Her primary focus is providing counseling and risk management services to assist clients in reducing their potential risk for employment-related litigation claims in the future.

To reduce such risks, Elizabeth advises employers on issues that include policy drafting, hiring decisions, employment agreements, discipline and termination decisions, drafting separation agreements, reductions in force, misclassification issues, providing leave under the Family and Medical Leave Act (FMLA), and accommodating employees with disabilities.

Elizabeth also conducts internal investigations for employers and internal audits of employers' human resources practices in order to identify potential areas of improvement. Further, she assists clients in developing and conducting training programs on topics that include harassment and discrimination, FMLA, ADA, best practices for supervisors, updates on employment law, and wage and hour issues.

Elizabeth also represents employers in litigation matters including handling administration charges and lawsuits regarding various employment claims such as discrimination and harassment claims, wrongful termination, and non-competition disputes. Additionally, she assists employers with traditional labor issues such as unfair labor practices charges and arbitrations.