



Feel the Power

**LIUNA Public Employee Department
Arbitration
AGENDA**

Monday

8:00 am – 8:45 am	Review of Stewards' Role in Grievance Process – Settling at the Lowest Level
8:45 am – 9:45 am	Preliminary Preparation for Arbitration – Review Grievance Process, CBA
9:45 am – 10:00 am	Break
10:00 am – 11:15 am	Research Precedents - Research Exercise
11:15 am – 12:00 pm	Preparing an Arbitration file
12:00 pm – 1:00 pm	Lunch
1:00 pm – 2:00 pm	Team Building/Settlement Exercise
2:00 pm – 2:15 pm	Break
2:15 pm – 3:15 pm	Burden of Proof
3:15 pm – 4:00 pm	Framing the Issue
4:00 pm – 5:00 pm	Formulating Arguments
5:00 pm – 6:00 pm	Opening Statements
Homework	Draft opening statement

Tuesday

8:00 am – 9:30 am	Opening Statement Presentations
9:30 am – 11:00 am	Introduction to Evidence
11:00 am – 12:00 pm	Preparing Witnesses – Direct, Cross, Objections
12:00 pm – 1:00 pm	Lunch
1:00 pm – 1:45 pm	How to Introduce an Exhibit
1:45 pm – 2:45 pm	Prepare for Direct Examination of Witness – Group A and Group B
2:45 pm – 4:15 pm	Practice Direct Examination – with Exhibits
4:15 pm – 5:00 pm	Prepare for Cross Examination – Group A and Group B
5:00 pm – 6:00 pm	Practice Cross Examination – with Exhibits

6:00 pm – 7:00 pm	Dinner
7:00 pm – 8:00 pm	Practice Cross Examination – with Exhibits (continued)

Wednesday

8:00 am – 9:30 am	Making and Responding to Objections – including Exercise
9:30 am – 10:00 am	Closing Arguments
10:00 am – 10:15 am	Break
10:15 am – 12:00 pm	Case Discussion with each team
12:00 pm – 1:00 pm	Lunch
1:00 pm – 5:00 pm	Prepare Cases – Group A and Group B
5:00 pm	Group A Check-in
5:30 pm	Group B Check-in

Thursday

8:00 am – 8:30 am	Introduction of Arbitrator (setting up the room)
8:30 am – 11:00 am	Mock Arbitration
11:00 am – 11:30 am	Decision of Arbitrator and Questions
11:45 am – 12:45 pm	Lunch
12:45 pm – 2:00 pm	Post Arbitration Brief
2:00 pm - 2:15 pm	Break
2:15 pm – 3:15 pm	Choosing an Arbitrator
3:15 pm – 3:45 pm	Dicussion
4:00 pm	Depart for Banquet at LIUNA Headquarters

Friday

8:00 am – 12:00 pm	Evaluation and Wrap Up
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