

8:45 a.m. Welcome and Safety Share**9:00 a.m. IAEC Community/IAEC Learn - Katrina Davis, IAEC****9:15 a.m. Hope & Healing: A Mental Health Story**

Lyndsey will share some inspirational advice for getting the most out of your interactions and maximizing your potential to make a positive impact in your workplace and community. Lyndsey builds champions, creates winners, and shapes leaders. Lyndsey's experience as a businesswoman, entrepreneur, volunteer, mental health advocate, and community leader will ignite and inspire greatness.

Lyndsey Fennelly

Lyndsey (Medders) Fennelly is a sports enthusiast, entrepreneur, and former Iowa State women's basketball player who was also drafted in the WNBA. She has trained over 40,000 athletes in 15 years for basketball, owns CampusCycle, a beat driven spin studio with locations in Ames and Ankeny, and serves as a color radio analyst for the ISU women's team. Lyndsey is a passionate advocate for mental health, volunteerism, and a life well lived. She is married to ISU WBB assistant coach, Billy Fennelly, and the two have 2 children, Will & Callie.

10:15 a.m. Break**10:30 a.m. Optimizing Your MS Outlook: Time, Project, People and Task Management**

In this popular program on "getting the most" from your market-leading Microsoft Outlook e-mail and professional organization software, we will delve into Outlook-specific strategies for many of the most common areas of productivity loss (and possible gain!) afflicting many busy professionals today: managing multiple projects & tasks; maintaining "traction" when dealing with tasks and interruptions; clearing the clutter in your mind for better focus; keeping staff on task; tracking "who owes you what" and getting that information on time; and better managing your calendar and contacts for better time and relationship management. The goal of this program is to help stressed out performers learn several new and immediately useful Outlook strategies for finding a few minutes on e-mails, tasks, activities, and actions you are already doing, leading to at least an extra hour of productivity every day. Get more from all five of the key Outlook functions: Calendar, Contacts, Tasks, E-mail, and Notes; for greater productivity, sanity, efficiency, and work-life balance.

Randy Dean, MBA, the E-mail Sanity Expert

Randy has nearly 30 years of experience using and teaching an advanced time management/personal organization system, including systems for effective e-mail management, office clutter reduction, optimizing your Outlook and/or Gmail/Google usage, and getting the most from affiliated smart phone and tablet devices. His speaking and training programs are consistently some of the highest-rated programs for the many conferences and clients he speaks to anyone struggling to better manage their time, e-mail, smart phone/tablet devices, Google productivity apps, and/or Microsoft Outlook. (And he makes these topics fun and engaging too!)

12:00 p.m. Lunch break

1:00 p.m. Legal Session for HR

Topics include: employer's responsibilities as it pertains to COVID-19, what is recordable and reportable for OSHA purposes and overview and refresher of the regulations and expectations for employers based on CDC, DOL, OSHA and EEOC guidance.

Amanda James, Sullivan & Ward, P.C.

Mark Landa, Sullivan & Ward, P.C.

Denny Puckett, Sullivan & Ward, P.C.

2:00 p.m. Stretch break**2:05 p.m. Health Joy App**

During this session, Kendra will share how you can engage your employees and their families to utilize the Health Joy app and the benefits of using the app.

Kendra Murphy

2:40 p.m. Break**2:45 p.m. BE HAPPY. WORK HAPPY. Because Happy People Make Good Things Happen**

Making good things happen – for yourself, your members, co-workers and communities – is what cooperative are all about. And happiness is a legitimate path to getting there. Focusing on small actions and daily practices that can increase our emotional wellbeing and sense of fulfillment have been proven to make us not only happier, but also more engaged, productive, creative and even healthier. In this fun, interactive and empowering keynote, Kim takes all the data and distills it down into a simple Happiness Habit, that can be mastered by anyone, done in less than 60 seconds, and will make a lasting change in your happiness – at work and in life.

Kim Hodous, The Happiness Speaker



Kim is an award-winning entrepreneur, a best-selling author, a sought-after speaker and one of the happiest people you will ever meet. Kim is on a mission to make the world a happier place and has committed herself to helping 12 million women be happier. She is the creator of The One Minute Happiness Habit TM and is a Certified Speaking Professional by the NSA - a designation less than 10% of their members attain. Kim is an expert on happiness, not because she's researched it in a lab or received a psychology degree from a prestigious university. She's an expert on happiness because she has experienced one of life's greatest tragedies and lived to embrace genuine happiness once again.

4:00 p.m. Adjourn