



Office Professional Training

May 29, 2025—Thursday
Mississippi Coast Coliseum & Conference Center
2350 Beach Blvd, Biloxi, MS 39531

Agenda

- 7:30 Registration
- 8:00 Fair Labor Standards Act—Nichole Williams, US Department of Labor
- 10:00 Team Building/Customer Service—Daniel Vassel
- 11:45 Lunch
- 1:00 MSDH Portal—CCR Information Changes - Charles Shultis, MSDH
- 2:00 Visit Exhibit Hall
- 3:00 Cybersecurity - Shane Adams with Applied Technology
- 3:30 Closing and Adjourn
- OPTR Credits: Office Mgt-(6); Finance- (2); W/WW (5); Legal- (4); Personnel- (3); Personal- (2)**

Please pre-register a week prior to class date. There is a \$150.00 registration fee for this class. There is a \$25.00 cancellation fee.

MsRWA members have 2 member benefits to attend Office Professional Training each year at no charge.

Use Member Benefit: _____ Payment Enclosed: _____

_____ Yes, I have enough credits and would be interested in taking the MsRWA Office Professional Test.

Name: _____ System/Company: _____

Address: _____

City/State/Zip: _____

Phone/Fax/Email: _____

Send form with payment to MsRWA: 172 Country Place Pkwy, Pearl, MS 39208 / Fax: 601.857.2434
For more information call MsRWA at 601.857.2433