

CURRICULUM VITAE
SAMUEL J. CASTREE, JR.
SENIOR VICE PRESIDENT & GENERAL COUNSEL

PROFESSIONAL EXPERIENCE.

STAFF MANAGEMENT, Inc., Rockford, Illinois (1995–present)

Senior Vice President and General Counsel to human resource management and consulting firm. Responsibilities include firm management, labor and employment law compliance, HR department supervision, human resource consulting, general corporate and business law matters.

Hinshaw & Culbertson, Rockford, Illinois (1992-1995)

Associate attorney concentrating in labor and employment law matters on behalf of management.

General Electric Company, DeKalb, Illinois (1991-1992)

Employee Relations Specialist for appliance motor manufacturing facility in union environment.

Williams & McCarthy, Rockford, Illinois (1987-1991)

Associate attorney concentrating in labor and employment law, general business and real estate law.

EDUCATION.

University of Illinois at Urbana-Champaign

Bachelor of Arts Economics

University of Illinois Institute of Labor and Industrial Relations at Urbana-Champaign

Master of Arts Labor and Industrial Relations

University of Illinois College of Law at Urbana-Champaign

Juris Doctor

SELECT PRESENTATIONS AND PUBLICATIONS.

American Payroll Association, Illinois Statewide Annual Conference

- Employee Handbooks: Recent Developments and Practical Guidance (2000, 1999)
- Sexual Harassment Issues in the Workplace (2000, 1999)
- Alphabet Soup: The Interaction among the ADA, FMLA, HIPAA and COBRA (1999)

Catholic Diocese of Rockford, Annual Fiscal Management Conference

- Time Management (2002)
- Supervisor Skills Training (2001)
- Retaining Good Employees (2000)
- Wage and Hour Issues in the Workplace (1999)
- The Employment Process: Legal Requirements and Pitfalls from Hiring to Termination (1998)

Congressman Don Manzullo's 21st Century Leader's Conference

- You're Hired! Hot Careers in the 21st Century (2008, 2007, 2006, 2005)

Council on Education in Management

- Navigating the Legal Land Mines in Hiring the Best Applicants (1997)
- Risk Free Hiring: How to Interview, Check References and Use Pre-employment Testing without Triggering Liability (1997)

Employee Benefits Association of Northern Illinois

- Legal Update (2021)
- Electronic Distribution of ERISA Plan Documents: New Rules, Old Headaches (2020)
- Paid Leave and Statutory Developments in Illinois (2019)
- FMLA Is Exhausted – Now What? Developments and Issues in Leave Management (2018)
- Social Media in the Workplace (2015)
- Beyond the Social Media Hype (2013)
- The *Microsoft* Case and the Contingent Workforce (1997)

Employers' Association of Illinois

- Annual Employment Law Update (1995, 1994, 1993, 1992)

Fox Valley Technical College - Appleton, Wisconsin

- Employee Appraisals and Disciplinary Systems: Legal Issues and Practical Approaches (1999)
- The Hiring Process (1999)
- The ABCs of Human Resources – How to Set up and Maintain a Human Resource Department (1998)

Illinois Municipal League Annual Conference

- The Employment Process: Legal Requirements and Pitfalls from Hiring to Termination (1998)

Lorman Education Services

- Employee Discharge and Documentation in Illinois (2008, 2006, 2005, 2003, 2002, 2001, 2000, 1999)
- EEO Compliance in Illinois (2014, 2008, 2007)
- Leaves of Absence in Illinois (2007)
- Advanced Employee Discharge and Documentation in Illinois (2006)
- FMLA in Illinois (2009, 2006, 2005, 2004, 2001)
- Employment Related Records in Illinois (2005, 2002, 2001, 2000)
- Time-off in Illinois (2004, 2001)
- FLSA and Other Wage and Hour Legislation in Illinois (2004)
- Human Resource Audits in Illinois (2002)

Lutheran Church - Missouri Synod, Northern Illinois District

- Employment Law Update (2019)
- Human Resource Audits (2017)

National Business Institute

- Fundamental Issues in Illinois Human Resource Law (2003, 2000, 1999)
- Illinois Labor and Employment Law (2000, 1995)
- Basic Wage and Hour Law (1998, 1997)

Northern Illinois Center for Nonprofit Excellence

- Employment Law Considerations under a New President (2021)
- Sexual Harassment Recognition & Prevention (2021)
- Sexual Harassment Recognition & Prevention (2020)
- Legal Aspects of HR (2010)

Rockford Area Society for Human Resource Management

- Annual Employment Law Update (1998 - 2021)

Staff Management, Inc. Monograph Series

- *If I Pay My Employees a Salary, I Don't Have to Pay Overtime and Other Employment Law Myths for the Small Employer.* (2008)
- *Do My Employees Ever Have to Be at Work? Navigating Employee Leave of Absence Laws.* (2009)

Sterling Education Services

- Fundamentals of Employment Law (2012)
- Beyond the Basics in Employment Law (2011)
- Fundamentals of Employment Law (2009)
- Employment Law Update in Illinois (2002, 2008)

Wire Fabricators Association Winter Meeting

- Harassment Issues in the Workplace (2019)

Wisconsin Association of Convention and Visitors' Bureaus

- Employee Performance Management (2015)
- Human Resource Update (2014)

PROFESSIONAL LICENSURE.

Admitted to practice law in Illinois and the Federal District Court for the Northern District of Illinois.

PROFESSIONAL APPOINTMENTS AND MEMBERSHIPS.

Rockford Chamber of Commerce (Director 2017 - ; Athena PowerLink Advisory Panel 2011-2016)
Secretary to the Board of Fire and Police Commissioners, City of Rockford, Illinois (2004- 2006)
American Bar Association (Labor and Employment Law Section)
Illinois State Bar Association (Labor and Employment Law Section Council 1997-98)
National Association of Professional Employer Organizations (Legal Advisory Council 1996-97)
Winnebago County Bar Association

SELECT COMMUNITY ACTIVITIES.

OSF Saint Anthony Medical Center Community Advisory Board (Member 2018-)
YMCA of Rock River Valley, SwedishAmerican Riverfront Branch (Advisory Council 2017- ; Vice-Chair
2019; Chair 2020-)
Cathedral of St. Peter Finance Council (2019-)
JustGoods Fair Trade Marketplace (Director 2015- 2019)
Rock Run Soccer Club, Inc. (Director 2008-2017; President 2008-2016)
MELD Rockford (Director 2014-2016)
Discovery Center Museum (Director 2006-2015; President 2013)
American Youth Soccer Organization (Coach 1991- 2010)
Spectrum School (Director 1997-2000, 2002- 2006)
The Hunger Connection (Director 2003-2005)
Cathedral of St. Peter Pastoral Council (Secretary 1998 - 2000; President 2000–2004)
Family Counseling Services of Northern Illinois (Director 1998-2002)
Tinker Swiss Cottage Museum (Trustee 1988-2002; President 1996-98)