

Patricia (Patsy) Bernal

Professional Highlights

Ensured institutional compliance by successfully visualizing, developing, implementing, and communicating policy and practice changes (primarily in the areas of AA, EEO, civil rights, employment, and immigration laws) in response to external legal and regulatory requirements and internal institutional changes.

Educated, consulted, and oversaw the work of administrators, faculty, and staff university-wide to ensure workplace environments were productive and inclusive of all perspectives, skills, and experiences.

Promoted an institutional environment that was reflective of fairness and social justice while being consistent with the law.

Experience/Skills

- **Two Decades of EEO/AA In-House Legal Experience**
- **Administrative Agency Work**
- **Excellent Organizational and Time-Management Skills**
- **Collaborator and Relationship-BUILDER**

Experience

Affordable Language Services, Cincinnati, Ohio (July 2023 - Present)
Spanish Interpreter – Provide interpretation services for clients in the educational, business, healthcare, and legal industries.

University of Dayton, Dayton, Ohio (2018 – Present)
School of Business Administration, Adjunct Professor
Develop curriculum and teach “The Legal and Ethical Environment of Business,” an undergraduate course focusing on the role of law in business.

Ledbetter Parisi, LLC, Dayton, Ohio (2021-2023)
Attorney at Law - Confirmed clients were meeting ERISA regulatory and legal compliance regarding their health/welfare and pension plans; review/revise/draft plan documents, summary of material modifications, and amendments for health and pension benefits; performed legal research and draft memoranda analyzing assigned issues.

Jason P. Matthews, LLC, Dayton, Ohio (2020 – 2021)
Attorney at Law – consulted with and represented clients in charges of discrimination filed with the Ohio Civil Rights Commission and Equal Employment Opportunity Commission.

University of Dayton, Dayton, Ohio (1998 – 2020)
Associate University Counsel /Affirmative Action Officer, (Legal Affairs, 2000 – 2020), **Affirmative Action Officer**, (Office for Human Resources, 1998 – 2000)

- **Advice and counsel** – provided legal, confidential, and sensitive advice to business colleagues and HR on employment, human resources, and other workplace issues; managed the in-take process when conducting investigations, including coordinated and followed up with relevant parties to ensure timely completion of administrative tasks related to the intake/case management process; addressed outstanding questions and concerns; provided updates on case evaluations;
- **Government investigations** – successfully managed and represented the University through multiple stages of investigations by administrative agencies; including participating in the agencies’ mediation programs;
- **Training and development** –facilitated best practices training on faculty and staff hiring and immigration sponsorship; conducted training on a variety of employment and regulatory-related topics, and discrimination/harassment/retaliation prevention;
- **Settlement negotiations** – successfully resolved multiple sensitive and complex employment matters and drafted/executed the corresponding settlement agreements;
- **Affirmative action** – led, maintained and implemented the University’s annual plan, including updating corresponding policies and procedures in response to regulatory changes; led and successfully completed multiple Department of Labor/Office of Federal Compliance Contract Programs audits;
- **Employment policies and practices** – interpreted and developed policies and corresponding FAQs to foster/guide best employment practices and equal employment opportunity for university employees;
- **Immigration sponsorship** – managed the program which facilitated the University’s international faculty and staff hiring;
- **Litigation management** – managed all phases of litigation (primarily employment claims), and outside counsel with the University’s immigration sponsorship program;
- **Research** – identified, researched, and analyzed legal and regulatory issues as necessary and provided legal opinions and guidance accordingly.

Ohio Civil Rights Commission, Cincinnati, OH (1997 – 1998); (May – October 2021)
Civil Rights Investigator - Developed investigation plans, conducted interviews, gathered evidence, evaluated, and assessed all information and evidence, and wrote investigative findings reports.

The Upjohn Company, Appleton WI (1987 – 1994)
Pharmaceutical Sales Representative - Promoted new and pre-existing company products to general practitioners, specialists, pharmacists and other health care professionals.

Education

- Juris Doctorate, University of Dayton School of Law, Dayton, OH, 1997
- Bachelor of Arts (*Summa Cum Laude*), Psychology and Natural Sciences, College of St. Scholastica, Duluth, MN, 1987

Credentials and Skills

- Licensed to practice law in Ohio (State/Federal level)
- Bilingual (English and Spanish)
- Exercise Enthusiast