



Partnering with Businesses as the Think Bridge between Business Strategy and People Strategy

Company Priority	Opportunity	Result
Corporate Governance	Employee Handbook review and updates – especially needed for new law changes in effect 1/1; create communications rollout	Employee Transparency; company meets legal obligations
Corporate Governance	Policy Drafting and Training	Employee Transparency; company meets legal obligations
Corporate Governance	Review and update Offer Letters, Independent Contractor Agreements, Non-Compete Agreements/Non-Solicitation Agreements, and/or Confidentiality Agreements	Mitigate risk; employee transparency
Employee Relations	HR Support – real time liaison advising/support & training	Positive Employee Relations; litigation avoidance
Employee Relations	Create and implement Mentor Program	Positive Employee Relations
Company EBITDA	Representation of any employment-based claims before federal, state, and provincial agencies	Mitigate risk; decrease liability potential
Employee Relations/ Company EBITDA	Independent investigations of complaints on sexual harassment, discrimination, etc. and training on performing effective investigations for HR Support member	Mitigating risk to have independent third-party conduct investigations; litigation avoidance
Compliance	Employee Classification Reviews	Mitigate risk
Compliance	Pay Equity Reviews	Mitigate risk
Company EBITDA	Interview training & interview guides for Managers	Improve hiring strategy; ensure compliance with laws re: recruiting
Company EBITDA/ Compliance	Leave of Absence Management review	Ensure leave being handled properly and not providing false legal protections to employees
Company EBITDA/ Compliance	Time Keeping Practices Review	Mitigate risk; positive employee relations
Compliance	Internal FLSA Audit	Mitigate risk; decrease liability potential
Compliance	DOL/FLSA audit liaison	Mitigate risk; decrease liability potential
Company EBITDA/ Compliance	Reductions in Force review oversight and resulting legal needs from RIF implementations	Ensure legally compliant business optimization program implementation; mitigate risks.
Compliance	Toolbox training for HR team as needed	Learning & development for HR team; mitigate risks
Employee Relations	Employee Engagement Survey; ability to provide full life cycle of program from survey development to assessment of programs to address results, and follow up for success	Positive Employee Relations; recruitment and retention