

OUR SERVICES

COVID-19 RESPONSE PACKAGE

Legal advice and updates to help you respond to the COVID-19 pandemic in your workplace

- Updates on critical legal developments in pandemic response, including:
 - Periodic webinars
 - Newsletter updates
 - Whitepaper analysis of hot topics
- Forms and policies packet, including:
 - Operating policies
 - Employee communications
 - Employee leave documentation
- Round-the-clock advice, including guidance on:
 - FFCRA and CARES Act
 - State and County Proclamations & Orders
 - Federal agency guidance and enforcement

LABOR COST ANALYSIS

Find out what you actually spend on pay & benefits.

This comprehensive analysis will give you the information you need to staff your future plans.

- Consultation on current pay practices, benefits plans, time off, and operational objectives
- Report of findings and recommendations including:
 - Analysis of current annual & quarterly labor costs
 - 2 alternate forecasts of labor costs based on your operational needs

TRAINING

Customizable trainings to prepare for change, available on-demand or via live videoconference.

- Safety & Health Plans during COVID
- Working with COVID
- Teleworking Do's and Don'ts
- Employment Issues in a COVID World
- Laying off and recalling employees
- The New Normal Series
 - Reopening
 - Manager and Supervisor Basics
 - Privacy and Cybersecurity Issues
- Building Resiliency

Don't see a topic you need? Ask us about our other topics.

FLAT-RATE LEGAL PRODUCTS

AGREEMENTS

- Vendor & service agreements
- Personnel agreements
 - Independent contractors
 - Employees
 - Executives
- Nondisclosure agreements (NDA)
- Proprietary rights & licenses

PERSONNEL FORMS & POLICIES

- Job descriptions
- Employee handbooks
- Safety & Health
- Telecommuting
- Leave of Absence programs
- Operational policies & procedures

STRATEGIC PLANNING & CHANGE MANAGEMENT

Custom solutions to help you plan your pivot.

- Executive planning retreat
 - Refocusing mission, vision, values
 - Identify key objectives
- Implementation strategies
 - Internal & external resourcing
- Prepping your people
 - Executive coaching
 - Performance management & reviews
 - Training plans
 - Incentive structures