

Employer Heartburn

**Avoiding Common Employment Law Mistakes
As You Ramp Up Or Reopen**

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Webinar Etiquette

- Please submit questions during the webinar using the Q&A feature located at the bottom of your screen and I will do my best to answer them live as we go. Please keep an eye on the questions being submitted so we avoid duplicates.
- If you did not receive a handout or were unable to download it, please contact seminars@lightgablerlaw.com and one will be provided to you either now or following the program.
- If you would like to submit additional questions after the program about anything I've covered, please email me at jlight@lightgablerlaw.com.

Meal and Rest Breaks

- Handbook policy updates
- Time sheet information
- Employee verification
- Auto-deduct
- Third rest break/second meal break

Reducing Wages or Salaries/Hours



Job Descriptions

- Changes due to restructuring
- State v. Federal Exemption
- Employee participation in review

Misclassification Issues

- Inside v. Outside Sales
- Salary test
- Duties test
- Employee validation of exempt status

Independent Contractors and AB5



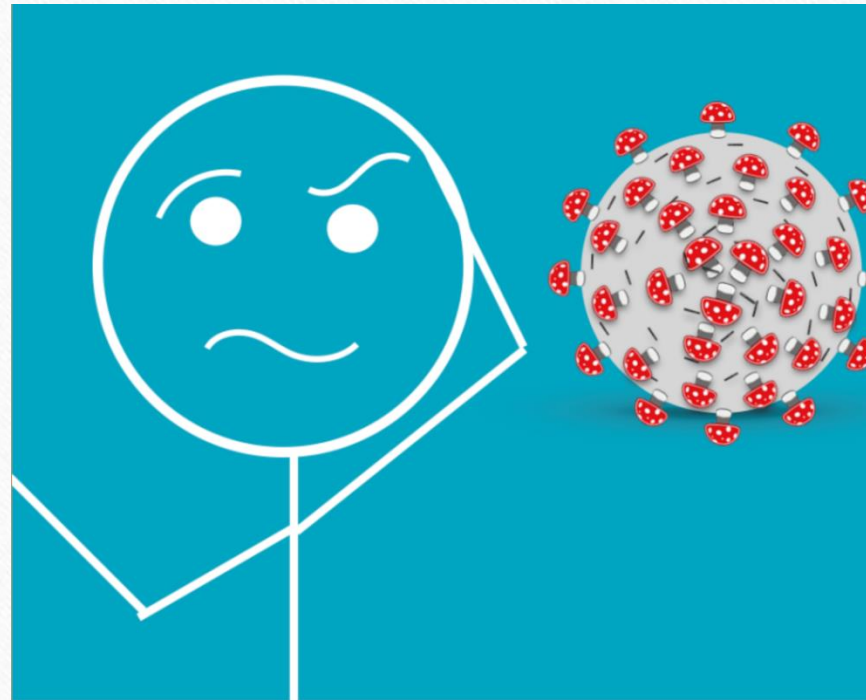
Pay Plans for Commissioned Employees

- Tail commissions
- Net commissions
- “Administrative costs”

Expense Reimbursement

- “Screens”
- Travel time
- Home equipment

Bonus Structures Interrupted by COVID-19



Timekeeping Protocols and Formats

- Field employees
- “Geo-fence”
- Use of personal devices
- Firing up the computer
- Electronic v. paper timekeeping
- Validation and approval

Paystubs

- Content
- Rounding practices
- Direct deposit
- Check cashing

Sick Time

- Accrual
- Payment calculation
- Forced use
- Increments allowed

Vacation

- Accrual method
- Unlimited vacation
- Combining sick time into PTO
- Forced use

Leaves of Absence

- Non-COVID related
- COVID-related but you didn't realize it
- Overlap of leave laws

Workers' Compensation

- FMLA/CFRA notice
- Payment of insurance premiums

Staffing Agency/PEO Issues

- Who is responsible?
- Communication re: employees
- Obtaining information
- FFCRA issues

Employee Weak Links

- “Fresh start back to work”
- Performance management

Termination and Severance Agreements

- Over 40 years old
- Complexity – or not
- Group layoff requirements
- Discrimination Analysis

Thank you for attending today's webinar!

- Please submit any additional questions you have at this time.
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- If you would like a PDF copy of the slides emailed to you, please email seminars@lightgablerlaw.com.