

Join Thompson Coe for any of its twelve HR Law Seminars/Webinars presented by attorney and MSBA Certified Specialist in Labor & Employment Law, Kevin Mosher. Each presentation focuses on HR "best practices" relevant for businesses of any size and industry, and designed to offer practical, in-depth information for professionals of all levels of sophistication who deal with employee matters.

Register Today for any of these Hot HR Topics!

(Choose Webinar or In-Person Attendance in Saint Paul)

February 14:

FMLA - Intermittent Leave Tips & Tactics

- Understanding employer rights (yes, they exist!)
- The importance of the Americans with Disabilities Act and Work Comp

March 21:

Green Card & Visa Sponsorship in an Era of Globalization

- Immigration reform and your business
- Why Green Cards and Visas will be critical for any business now and in the future
- Costs vs. benefits of sponsorship

April 18:

Handbooks for Dummies

- Understanding the purpose of your employee handbook
- Key provisions to include
- What to avoid putting in your handbook

May 16:

Overtime Pay - Exempt vs. Non-Exempt: How Most Companies get it Wrong

- Analysis of professional exempt categories
- Paying a salary to non-exempt workers
- Tips for spotting jobs misclassified as exempt

June 20:

Independent Contractors - Avoiding the Common Trap of Misclassifying Employees as Contractors

- Understanding the important distinctions between "employee" and "contractors"
- Common misclassification errors companies make and how to avoid them
- Risks of misclassifying employees as contractors

Time: 12:00-1:00 p.m. CST

Location: Webinar or In-Person (St Paul Office)

Cost: FREE

- **Pre-Registration is required**

- HRCI & CLE (MN) credits applied for
- DVD of presentation available for \$25

- Register online or call the HR Hotline at (651) 389-5080

July 18:

Non-Compete Agreements - Making them Worth the Paper They are Printed on

- Understanding different types of restrictions on employment
- Deciding why you should and shouldn't have restrictive employment agreements
- Best methods for administering and enforcing restrictive agreements

August 15:

Dealing with the Dilemma of Undocumented Workers

- Understanding "work authority" in the U.S.
- What to do when you find out an employee is "undocumented"
- Understanding employer responsibilities with illegal workers - fact vs. fiction

September 19:

Interview Questions - Do's, Don'ts and Tips

- Can you ask that? Common answers employers want to know but should not ask
- Understanding the purpose of the interview

October 17:

Employee Drug Testing - It's not Just for Professional Athletes any More!

- Review of several states' drug testing laws
- Analyzing who should and shouldn't be tested
- Pro's and con's of testing employees and applicants

November 21:

Workplace Investigations

- ABC's of investigating employee behavior
- What to ask (and not to ask) when interviewing
- How to document the investigation

December 19:

Disciplining & Firing Employees Without Fear

- The purpose of disciplining employees
- Documenting performance and misconduct
- Conducting the termination meeting - 10 to do's
- Beyond documentation - what managers need to really understand