



01.19.2024

# Big Creek Lumber 2024 Contractor Conference

HR, Risk & Safety  
2024 Best Practices

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HOSTED BY : BBSI

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# Presenting / Info / Contact



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# Professional Employer Organizations <sup>BBSI</sup> (PEO)

## What is a PEO?:

- Provides a comprehensive HR suite of solutions that enables clients to cost-effectively outsource the management of:
  - Payroll Administration/Tax Compliance
  - Human Resources \*
  - Workers Compensation Coverage \*
  - Employee Benefits
  - Risk & Safety Mitigation \*
  - Retirement & 401K
  - Staffing & Recruiting



- **Business Benefits from Working with a PEO:**
- Small businesses that work with a PEO grow 7 to 9 percent faster,
- have employee turnover that is 10 to 14 percent lower,
- and are 50 percent less likely to go out of business.
- The return on investment of using a PEO, in costs savings alone, is 27.3 percent.

# PEO

Our team's goal is to support you with the tools you need to better manage operations and overcome obstacles, and help you achieve your business goals.



Employee Education  
Incident Response Plans  
Onsite Hazard Analysis  
401K Retirement Plan  
Learning Management Systems  
HR & Safety in person trainings  
CA Wage & Hour Compliance

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## Mitigate Risk Exposure:

- Protect Your Teams
- OSHA Rules & Regulations.
- Safeguard Your Bottom Line



## Human Resources:

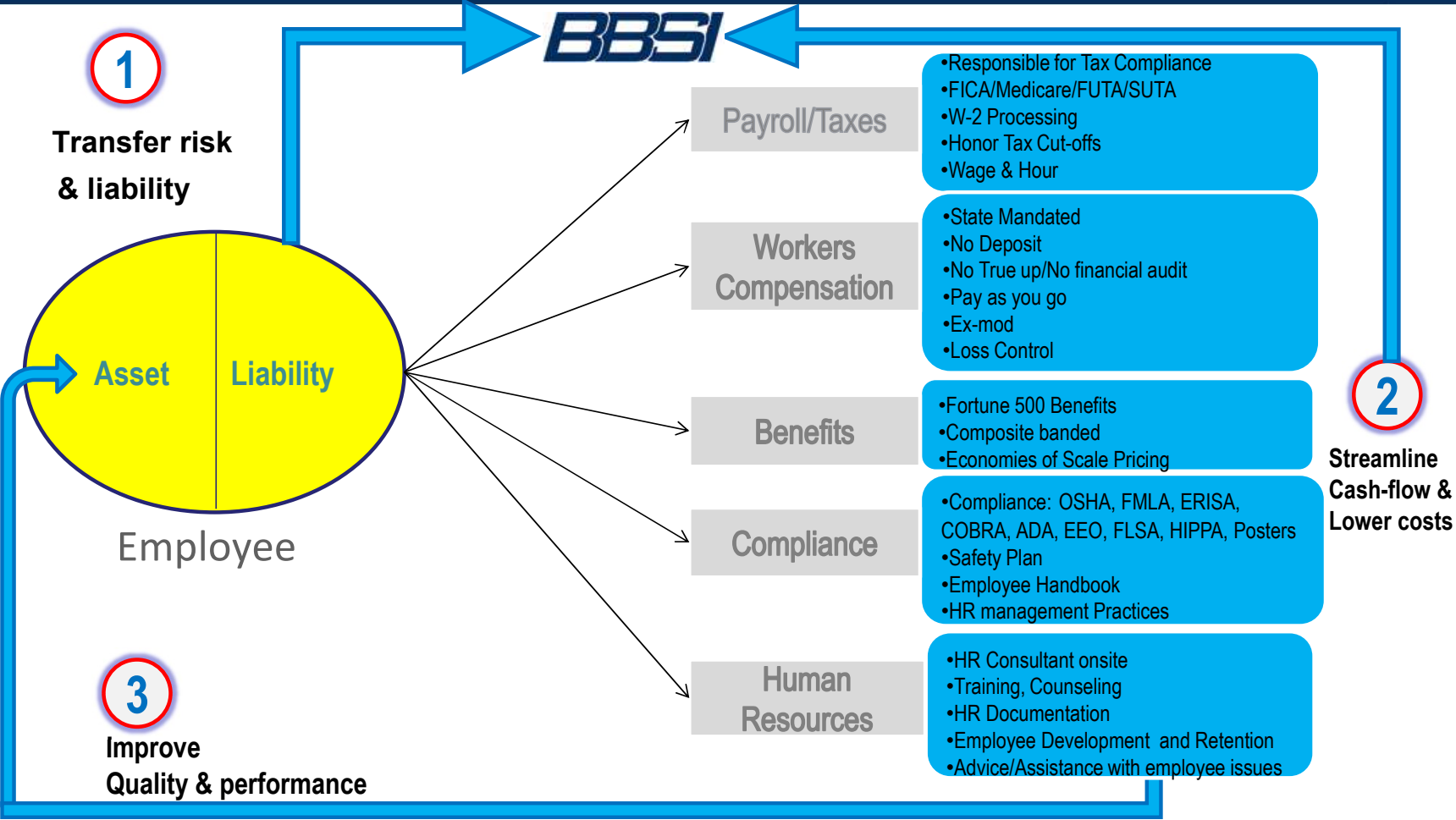
- Regulatory Compliance
- Organizational Development
- CA Ever Changing Employer Laws



## Payroll & HR Software

- Pay as you go → No WC Audits
- Timekeeping Solutions
- Certified Payroll, Job Costing, Prevailing Wage

# What is a PEO?



**HOW TO APPROACH 2024**

**RISK & SAFETY + HR**

***BBSI***

**[www.bbsi.com](http://www.bbsi.com)**

A woman with curly hair is sitting at a desk in an office, looking at a smartphone. The background is a blurred office environment with glass partitions and shelves. The entire image has a blue tint.

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# HR BEST PRACTICES

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# HR BEST PRACTICES CALIFORNIA

- Digital Onboarding
- Digital Timekeeping
- Hiring & Retention
- Managing Diversity
- Healthy Work Environment
- Self Service Portals
- **Minimum Wage Increase**
- 401k
- Managing OT
- Leadership Training
- 5-Day Sick Pay**
- Benefit Package(s)
- Mental Health in the workplace
- Paid Sick Leave
- Sexual Harassment
- Employee Health Benefits Requirements

Unlimited Paid Time Off  
Remote Work  
Coverage New Weight Loss Drugs  
Childcare Assistance





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# HR 2024 WHAT CHANGED

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# HR IN 2024

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## California Minimum Wage increase to \$16.00 per hour (regardless of size)

- Employers with 25 or fewer employees that fall under Wage Order 14 will now be 8.5 hours maximum workday at the regular rate and 45 hours maximum workweek at the regular rate.
- Some cities and counties have higher minimum wages than the state's rate.

# HR IN 2024

*BBSI*

## SB 616 Paid Sick Leave

- The number of Paid Sick Leave will increase from 3 days or 24 hours to 5 days or 40 hours.

# HR IN 2024

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## SB 484 Reproductive-Related Bereavement Leave

- Requires employers to provide up to five days of leave for certain reproductive loss events, including a miscarriage, failed adoption, failed surrogacy, stillbirth, or an unsuccessful assisted reproduction.
- Law applies to employers with five or more employees and covers employees that have worked for the employer for at least 30 days prior to the start of leave, and leave must be taken within three months of the event.
- This law doesn't allow employers to request documentation supporting the need to take the reproductive loss leave.

# HR IN 2024

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## AB 2188, SB 700 Cannabis Use

- This law prohibits employers from asking job applicants about cannabis use, including in job applications or interviews. Employers are to use only tests that measure psychoactive cannabis metabolites and not the hair samples previously used. It also prohibits employers from discriminating against an employee or applicant based on the person's off-duty, off-site cannabis use. Employers may still conduct pre-employment drug testing, and an employer can still refuse to hire someone based on a valid pre-employment drug screening that looks only for psychoactive cannabis metabolites. The law also doesn't permit an employee to possess, be impaired by, or use cannabis on the job, maintaining employers' rights and obligations in keeping a drug-alcohol-free workplace.

# HR IN 2024

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## **SB 553 Workplace Violence Effective July 1, 2024**

- Covered employers will need to implement a Workplace Violence Prevention Plan (WVPP) as per Cal/OSHA, which includes training employees on the plan, creating workplace violence incidence logs, and meeting various recordkeeping requirements.
- We are currently working on creating a plan. We will keep you updated as we start implementing the WVPP as part of the Injury and Illness Prevention Plan (IIPP).

# HR IN 2024

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## AB 1076 Noncompete Agreements

- Law makes it unlawful to include a noncompete clause in an employment contract or require an employee to enter a noncompete agreement. Employers with current non-compete contracts/agreements must notify employees in writing by February 14th, 2024, that the contracts are void.

# HR IN 2024

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## Hiring Questions to Avoid

- Age
- Citizenship
- Marital Status
- Race, color, religion, sex, national origin
- Children-current and future plans
- Handicap/Disability
- Arrest Record
- Resident location, who they reside with
- If they are a member of a certain group, i.e. church, union, fraternities, etc.



# HR IN 2024



## You May NOT do the Following

- Ask whether an applicant has a disability.
- Inquire about an applicant's workers' compensation history.
- Use an application form listing a number of potentially disabling impairments, and ask the applicant to indicate the impairments that may apply.
- Ask how an applicant became disabled, or the prognosis of a disability.
- Ask how often the applicant will be gone for treatment or take leave because of a disability.

# HR IN 2024

## You May NOT do the Following (Cont.)

- Require a medical examination before you have made a job offer.
- Administer any other type of pre-employment test to an applicant with a disability in a format that requires the use of the impaired skill, unless the skill is necessary to perform the essential functions of the job. (And, you must administer this test to all applicants for the same position, whether or not they have a disability.)
- Refuse to hire an applicant with a disability because the applicant's disability prevents performance of the marginal functions of the job

# HR IN 2024

## You May do the Following

- **Administer a physical agility test**

- as long as you give the same test to all similarly situated applicants regardless of disability. If a test screens out individuals with disabilities, the test must be job-related.

- **Describe or demonstrate a particular job function**

- ask whether the applicant can perform that function with or without a reasonable accommodation.



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# RISK & SAFETY 2024

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# Risk & Safety



Our team's goal is to support you with the tools you need to better manage operations and overcome obstacles, and help you achieve your business goals.



- Employee Education
- Incident Response Plans
- Onsite Hazard Analysis
- Safety in person trainings
  - Cal OSHA 10/30 Hour Construction Industry
    - Adult/CPR/First Aid
    - Leadership



## What We Do as Risk Consultants:

- IIPP Compliance
- Site Audits
- WC Claims Management through TPA
- Training
- Coaching and Assisting through Compliance Challenges

# Risk & Safety

## Why Safety???



It's the law!  
Helps control Experience Modifier (XMOD)  
Studies show Safer Companies are Employee Desired Workplaces

## Mitigate Risk Exposure:



- Protect Your Teams
- OSHA Rules & Regulations.
- Develop Compliance Programs
- Coaching
- Numerous Safety Trainings

# Risk & Safety

## Construction Industry Simple Formula

Leadership + Awareness + Exposure Management =  
Cost Savings

### Top 4 Risk Exposures in Construction



Falls  
Electrocution  
Caught Between  
Struck By



### Mitigate Risk Exposure:

- Educate On Site Leadership
- Documentation
- Cal OSHA
  - Consultation vs Enforcement

# Risk & Safety

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**Construction Industry**  
**Be Smart...Be Safe!!!**



**LEAD FROM THE FRONT!**

**Hire Smart**

**Conduct Safety Orientations**

**Empower and Educate Supervisors**

**Expect What You Inspect**

**Accountability**

**Develop Safety Culture**



## **Mitigate Risk Exposure:**

- Management Commitment
- Conduct Regular Safety Meetings
- Understand Hierarchy of Controls
- Involve Employees in All Safety Efforts
- Do Corrective Actions



# Risk & Safety

Construction Industry  
Be Smart...Be Safe!!!

**BBSI**



Communicate Safety Expectations  
Investigate with a Purpose



## Be Safe:

- Increase Bid Award
- Save Insurance Dollars
- Xmod “The Dual Edge Sword”
- Contractor of Choice “Reputation”
- Retention of Key Employees

**Thank You!**

***BBSI***

