



HR Employer Support Service Packages

"Making Compliance Connections"

E-Compliance Package

\$200/mo

ETC HR's Monthly WIRE Compliance e-blast Publication

*To include high-profile and urgent regulatory changes to federal & state employment laws.

Annual Compliance Calendar

E-Compliance Plus Package

\$500/mo

ETC HR's Monthly WIRE Compliance e-blast Publication

Federal & State Labor Notices (PDFs)

Annual Compliance Calendar

State Handbook Addendum Templates

Multi-State HR Compliance Resources

E-Compliance Plus with HR Mineral On-Demand Package

\$650/mo

ETC HR's Monthly WIRE Compliance e-blast Publication

Federal & State Labor Notices (PDFs)

Annual Compliance Calendar

State Handbook Addendum Templates

Multi-State HR Compliance References & Resources

HR On Demand Assistance through Mineral HR with Chat & Call Availability 7a-7p

Add-On Services

HR Compliance Advisory "On Call" Support Platform & Fee-for-Service Options

Legal Defense Consultation Benefit - Before EPLI reporting

ACA System Strategy and Set-up Support Consult

ACA Reporting & Filing Services (1094 & 1095s)

EE Voice Platform Deployment &/or Support - Independent Employee Third-Party Hotline

T1 - Healthcare Support for Diabetes & Other Specialized situations

LOLA – Diagnosis and Employee specific expanded support services – in lieu of or in addition to EAP. Personalized consult for getting employees back to work & productive.

Payroll Support Available after consult. Specific situations available.

On call Enrollment support for current new hires throughout the year.



HR Compliance Premier Platform

Customizable & Starting at \$1,200/mo

- HR Compliance Documents:
 - Compliance Review and Editing of Client's Current Handbook or Integration of Client's Policies into ETC HR Baseline Handbook (Based on the Parties' agreement of the best strategic approach)
 - Provision of Baseline State Handbook Addendums
 - Compliance Review of Client's On-Boarding Documents
 - Annual ERISA Wrap Plan Document & Summary Plan Description
 - Workplace Labor Notices and/or Posters for Organization (up to 4 posters with provision of update notices provided throughout year, as applicable)
- Monthly HR Issue & Support Call
- "On Call" Guidance and Support for Complex HR Matters
 - HR Investigation Support & Guidance
 - Unemployment Claims Support & Guidance
 - Employee Terminations Support & Guidance
 - Employee Counseling Support & Guidance
 - DOL Claims Support, Responses & Hearings
 - EEO Claim Defense Support
- Federal and State Regulatory Monitoring and Reporting
 - Monthly Regulatory Compliance Updates and Reminders
 - State Regulatory Compliance Reference Resources
- Access to the HR Support Library (forms, governmental notices, FAQs, Newsletters, Presentations on various HR topics, white papers regarding legalities and intricacies of various HR topics)
- Compliance Support Reference Resources & Tools
 - Annual Compliance Calendar Resource
 - HR Regulatory Compliance Reference Resource Chart by Topic and State
 - Annual Employer Benefit Notices
 - HR Document Destruction & Retention Guidelines Resource
 - Federal Labor Law Overview by Employer Size Resource
 - FMLA Procedural Guide & Consulting Assistance
 - ADA Resources & Consulting Assistance
 - FLSA Resources & Review of Pay Practices, as needed and engaged
- Legal Defense Consultation Benefit - Before EPLI reporting (Consultation with Haff Raggio Law to determine proper course of action)
- ACA System Strategy and Set-up Support Consulting Services
- ACA Reporting & Filing Services (1094 & 1095s)
- Employee Advocate Support Services
 - EE Voice Deployment - Independent Employee Third-Party Hotline
 - Monthly Active Employee Register Upload into EE Voice by ETC after Client delivery
 - ASO HR/Benefits EE Voice Resource Card
 - T1 - Healthcare Support for Diabetes Patients
 - LOLA - Tragic & Crisis expanded support services, compliment to any EAP



Stand Alone Resources Available for Purchase (Coming Q2 2023):

- ❖ FMLA Administrative Procedural Guide (PDF)
- ❖ ERISA Model Notices for Deployment at Open Enrollment (Word to customize)
- ❖ Federal & State Labor Notices (PDF)
- ❖ Multi-State Mandated Paid Sick Provision Resource Chart
- ❖ Multi-State Statutory Disability Insurance Overview
- ❖ Multi-State Employer Responsibility @ Employee Separation Reference Chart
- ❖ *Multi-State Employee Lifecycle Compliance Resource Tool (Coming the end of Q1 2023)*
- ❖ *FLSA Compliance Tool & Resource Guide (Coming the end of Q2 2023)*