



458 San Marin Drive, Novato, CA 94945-1348
(415) 892-1497 or larrylevy@earthlink.net

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This Too Shall Pass.

UNDER THE PRESENT CIRCUMSTANCES WHAT
CAN YOU DO TO PROTECT YOUR ORGANIZATION,
KEEP OURSELF OPTOMISTIC AND BECOME FILLED
WITH HOPE

Every one of us have undergone tough times and experienced challenges personally, medically, financially and professionally. Yet we survived and hopefully grew from the experience. The present time is no different although it feels scary.

Here are some practical suggestions that will help build you a hedge of protection around you and your organization:

- Be clear about what your employment obligations are in response to COVID – 19 (See attached)
- If you have to lay off some or all of your employees check with me to learn about your legal requirements (California's WARN Act).
- Consider having us update your employee handbook to reflect the most recent legal changes

- Despite the legal and political challenges employment arbitration is and will continue to be the most valued resource to combat employment litigation and law suits.
- Permit us to edit your employee handbook and your Injury and Illness Prevention Plan (your safety plan) to include an anti-virus protection policy.
- Be careful who you hire during this challenging time. Rigorously check their employment references. In my experience an organization will never layoff their top quality staff member which means your best candidates are still very much employed.
- Please check with me before you terminate an employee. My employment attorney and I have developed a fool-proof strategy to remove an employee from your organization while minimizing your risk of litigation.
- There are some distinct advantages to having your staff members work from home. May be this is a blessing in disguise
- Despite your misgivings there is wisdom to insisting that all staff (including you) wear masks and keep a six-foot distance from one another. Yes, this includes washing your hands and using hand sanitizers through-out the day.
- I am not thrilled about the restrictions with regard to when and how businesses may re-open. The purpose of all of this is to protect you and your family from a horrible disease that can be easily transmitted.
- Please call me with any of your human resources or employment law questions.
- Finally a personal insight that I have personally struggled – Be grateful for what you have and not what you don't have.

Larry Levy
Employee Relations Management
458 San Marin Drive
Novato, CA 94945
(T) (415-892-1497
(E) Larrylevy@earthlink.net
(C) (628) 236-7616
(www) employeerelationsmanagement.com