



Client Case Study – Human Resources

60 Employees

Private, Family Owned Business

Industry: Logistics

This Columbus, Ohio business had never had formal human resources in place.



Due to the organization's growth and new classification as an Applicable Large Employer, they needed to bring their compliance, policies and practices current to meet the evolving needs of a larger employer.

Services Provided:

- Implementation of FMLA
- Updated handbook to ensure compliance with federal, state and local laws
- Instituted safety policies and procedures to significantly reduce accidents and incidents, and tightened process around handling of Worker's Compensation claims
- Streamlined new hire onboarding process, including tightening controls around requirements for Drug Free Safety Program participation and compliance, and introduced background checks as a tool to assist in the new hire vetting process
- I-9 audit
- Creation of job descriptions for all roles within the organization
- Establishing a recruiting process, including interview training of managers
- ACA reporting

