

Human Resource Business Forums

2019–2020



Wipfli's Human Resource Business Forums are designed to provide education on current trends and best practices for individuals with human resource (HR) responsibilities in a dynamic and interactive environment. The same people participate in each session via webinar throughout the program year, allowing individuals to develop powerful and lasting professional relationships and to engage in specific problem solving.

The Benefits

By participating in the forums, you receive numerous benefits, including:

- Sound, timely and practical information on current trends and best practices in HR management.
- Information on changing employment laws and resulting implications.
- A professional environment to discuss and find solutions for your unique HR issues.
- Advice from experienced consultants who understand your challenges.

The Format

- Meetings are held monthly from September through May, via webinar, and are 2.5 hours in length. All you need is an internet connection and either a computer microphone or telephone.
- Professionally prepared topics are presented, with discussions facilitated by our consultants.
- Roundtable discussions help our participants troubleshoot their pressing concerns.
- Written materials/supporting documents are sent electronically a week prior to each session.
- Value priced at \$1,095 for 22.5 hours of targeted, practical HR education.

Human Resource Business Forums Topics

The foundational Human Resource Business Forums have a set curriculum to educate participants on the key functional areas of HR management. These forums are ideal for individuals who do not have a formal education in HR management, who may be new to the field and are looking to acquire foundational knowledge, or who are looking to strengthen their technical skills.

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| Understanding the role of HR | Key HR responsibilities | Important skills for HR professionals | HR best practices | Strategic priorities of HR | | |
| Creating an effective employee handbook | Handbook content | Policy development | Handbook communication | | | |
| Understanding the Fair Labor Standards Act (FLSA) | Overtime exemptions (includes review of new rules) | Hourly versus salaried pay | Pay for travel, on-call and training time | Minimum wage | Child labor | |
| Complying with state and federal laws | Significant laws and regulations | Discrimination and harassment | FMLA | Posting and record retention requirements | | |
| Recruiting and selecting employees | Work force planning and job analysis | Job descriptions | Résumé and application screening | Interview techniques | Reference checking | |
| Managing performance | Onboarding and new employee orientation | Performance management systems | Performance appraisals | | | |
| Addressing employee behavior problems | Performance counseling | Corrective action | Voluntary and involuntary termination | Legal land mines | | |
| Designing a compensation system | Internal and external pay equity | Salary structure development and maintenance | Incentive pay systems | | | |
| Understanding benefits | Health insurance and PPACA | Preventative health and wellness | Qualified retirement plans | Benefit communication | Time off | COBRA |

Details:

Sessions are held from 1:00 to 3:30 p.m. CST on the third Tuesday of each month from September through May. First session is on September 17, 2019!

Register Now!

Space is limited and will fill up quickly.

To register, visit our website at wipfli.com/HRBusinessForums

Registration deadline: **September 10, 2019**

For further information, contact Kristina Riddle at **715.843.7452** or kriddle@wipfli.com.

In addition to the Human Resource Business Forums, Wipfli also offers on-site, in-person Senior Human Resource Business Forum series in several Wisconsin locations for individuals with at least five years of experience in HR management.

For more information on this program, please visit wipfli.com/SrHRBusinessForums.

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