



Your Guide to Workplace Harassment Prevention Training

January 31, 2019

Preston Clark, J.D.



- Please participate in our polls.
- You will be sent a recording.
- You get the slides—download in the handouts widget.
- Use the question box to ask questions.
- Compliance questions can be directed to the Live Team - please contact directly.

This is me!

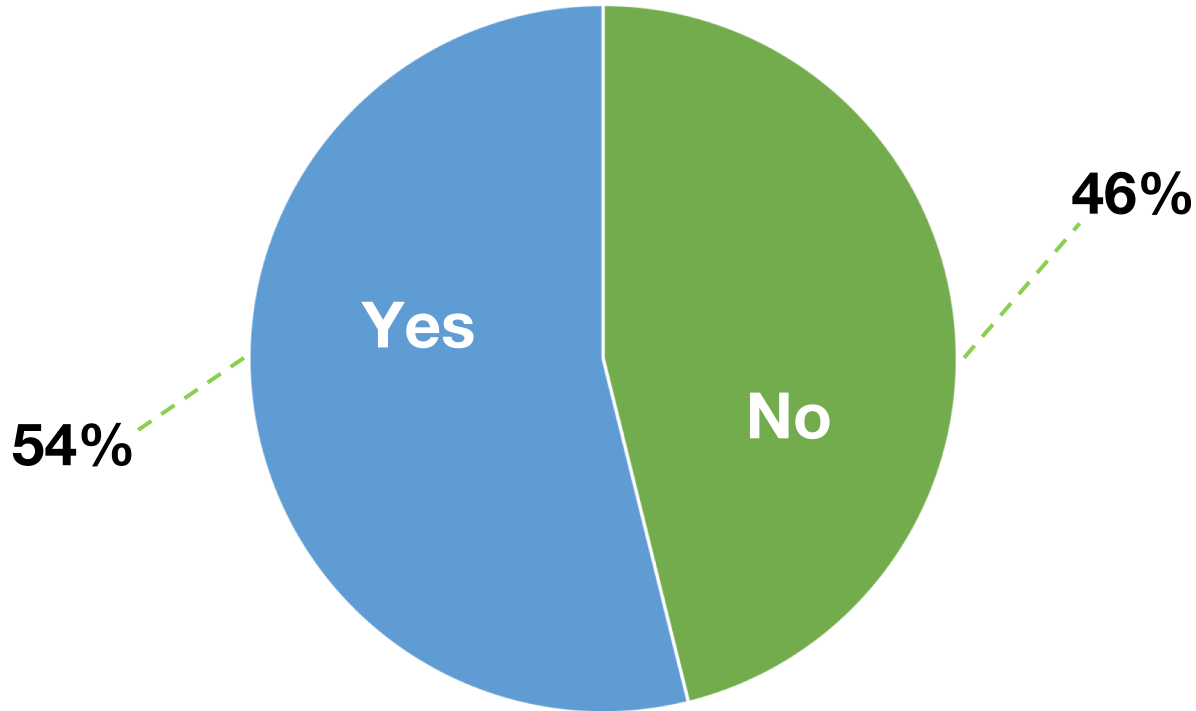


Preston Clark, J.D.
Founder & CEO



- Preston Clark is an attorney and compliance software executive.
- Formerly President of EVERFI's Corporate Compliance Division. Serving over 4,000 compliance training customers.
- Preston has supported ThinkHR on its product strategy since 2013.

Have you received inquiries from clients or prospects on how to meet the new harassment prevention training mandates?



Poll #1

What's the primary reason you're attending the webinar today?

Poll #2

**Are your clients currently using ThinkHR
for supervisor training (AB 1825)?**

Today's Topics

01



Recap on New Mandates

02



What Makes This Different

03



How to Advise Clients and Prospects

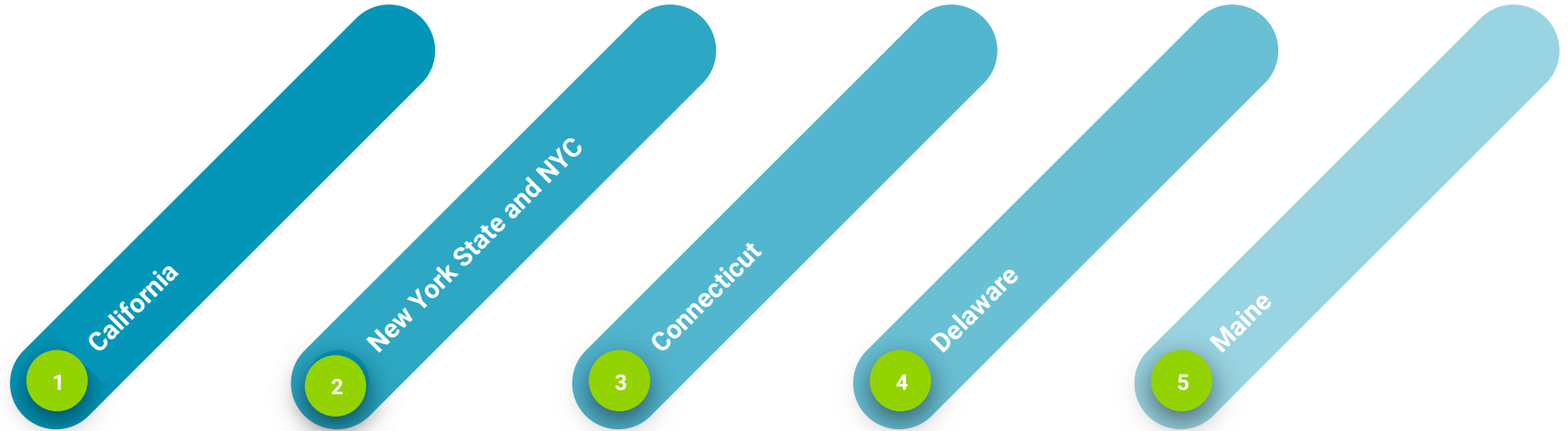
04



How ThinkHR Helps

Recap on New Mandates

Update on Legislation



California 101

By what date do my employees need to be trained?

- Effective January 1, 2019 – All Employees: within six months of hire and every two years.
- Effective January 1, 2020 – All Employees: If an employer has provided a compliant training after January 1, 2019, the employer is not required to provide the training again before the January 1, 2020 deadline.
- Effective January 1, 2020 – All employees: for seasonal and temporary employees, or any employee hired to work for less than six months, an employer shall provide training within 30 calendar days or within 100 hours worked, whichever occurs first.

How often do my employees need to be trained?

In subsequent years, post-deadlines above, within six months of hire and every two years.

What about newly hired employees?

Within six months of hire.

What if an employee only works part-time?

Seasonal or temporary employees or those hired for less than six months must be trained within 30 days of hire (effective January 1, 2020).

Record Keeping Requirements

To track compliance, an employer must keep documentation of the training it has provided its employees for a minimum of two years.

Interactivity Requirements

Interactivity—active participation by trainees—is essential, as is that the trainer have specialized qualifications and skills.

New York 101

By what date do all of my employees need to be trained?

All employees must complete the model training or a comparable training that meets the minimum standards by October 9, 2019.

How often must employees receive sexual harassment training?

Employees must be trained at least once per year. In subsequent years, this may be based on the calendar year, anniversary of each employee's start date or any other date the employer chooses.

What about new employees?

As employers may be liable for the actions of employees immediately upon hire, the State encourages training as soon as possible. Employers should distribute the policy to employees prior to commencing work and should have it posted.

What if an employee only works part-time?

Employers are required to ensure that all employees receive training.

Record Keeping Requirements (NYC)

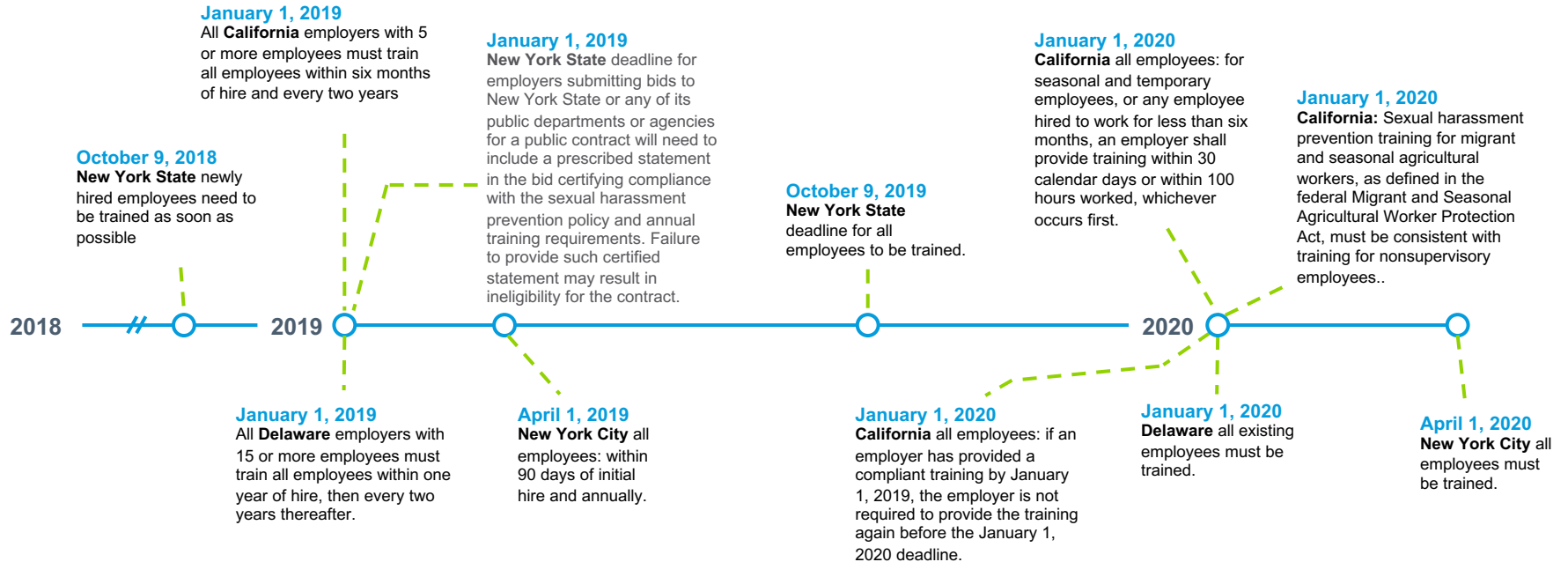
Employers must keep a record of all anti-harassment training conducted, including a signed employee acknowledgement. The acknowledgment may be electronic. Employers must also maintain these records for at least **three years** and make the records available for Commission Inspection upon request.

Interactivity Requirements:

An employer's sexual harassment prevention training must be interactive, meaning it requires some level of participation by those being trained.

Harassment Prevention Compliance Timeline

2018 - 2020



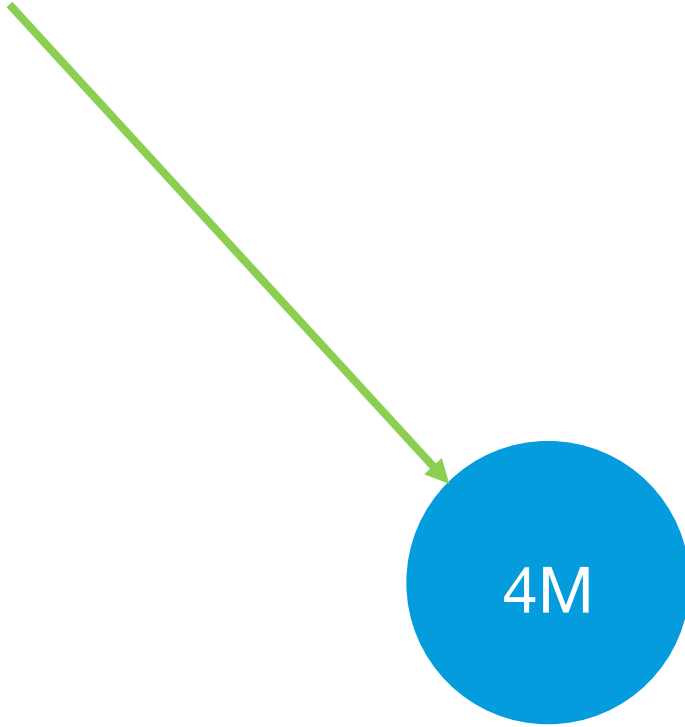
Breaking News

We Have to Provide California Anti-Harassment Training Again?

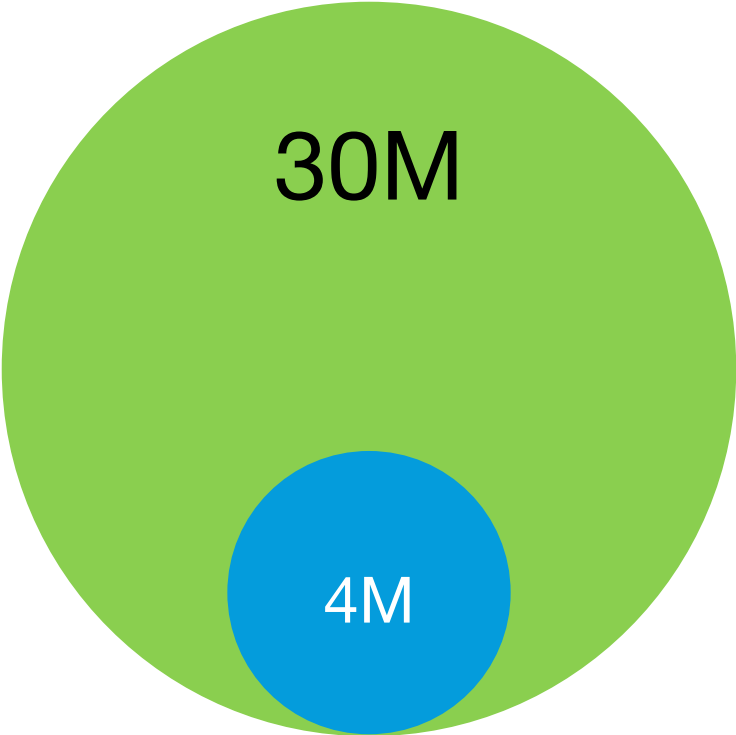
Little Workplace Policy Institute, Podcast 120, January 17, 2019

What Makes this Different

AB 1825 was big... kind of



The New Legislation is BIGGER...



**300,000+ employers are
required to train on sexual
harassment &
discrimination in 2019.**

AB1825 was an event

OLD

- 50+ employee threshold
- Manager-only training
- 2 hours of training
- Focus on legal compliance

VS

NEW

- 5+ employee threshold
- All employees
- 2 hours for managers, 1 hour for all employees
- Optional Bystander Intervention Topic

It's Not Just (“weird”) California Anymore



Your Clients Need Help...

Challenge #1

Frequency

Challenge #2

Scope

Challenge #3

Interactivity

Challenge #4

Tracking

Challenge #5

Completions

Challenge #6

Costs!

How to Advise Clients and Prospects

Who Needs Your Help the Most?

1. Employers in CA, NY, CT, ME, DE
2. Distributed or remote workforce
3. Frequent turnover
4. Hires regularly
5. No training infrastructure in place
6. Multi-state employers

Frequently Asked Clients Questions?

1. Are there free courses available?
2. Can't we just train everyone on AB 1825?
3. Do we have retrain CA supervisors in 2019?
4. Do we have to keep records/show proof?

How ThinkHR Helps



Workplace Harassment Prevention Package



Workplace Harassment Prevention

Compliant Versions

New York State (+Spanish)

New York City (+Spanish)

California (+Spanish)

Delaware (+Spanish)

Connecticut (+Spanish)

Features

Interactive (required)

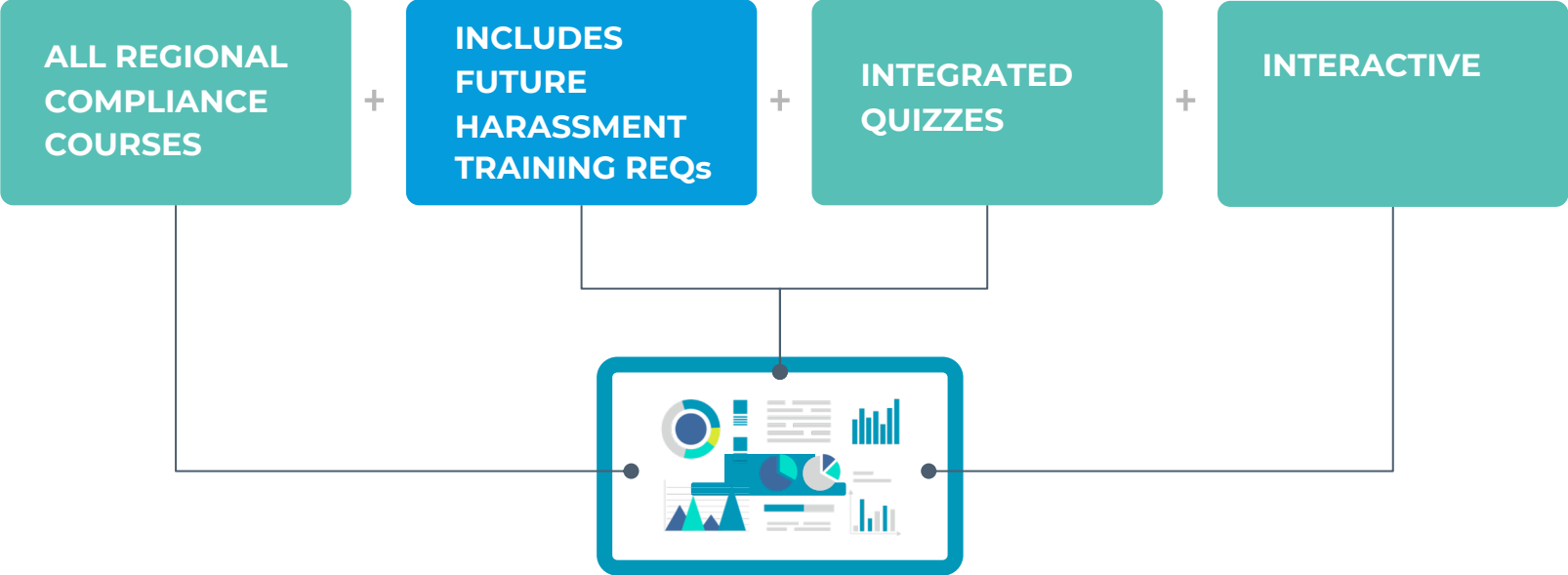
Time Tracking (CA required)

Proof of Completion

Auto-reminders

Group Assignments

Be Your Clients' Compliance Platform of Record



**Your Clients' Compliance
Platform of Record**

Poll #3

How Can ThinkHR Help?



Your Guide to Workplace Harassment Prevention Training

January 31, 2019

Preston Clark, J.D.