



July



## Quick Links

[AssetHR](#)

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Register  
for our upcoming  
seminars

## Upcoming Events

Mastering the Sales  
Connection™ and  
Creating The First Class  
Experience™!

Do your employees engage your customers and exude your brand? Whether on the telephone or face-to-face, are they creating a first class experience every time? Does everyone on your team understand their role in the sales process? Join Laurie Lynard, of Telemasters, for a conversation to better understand how your employees can make more effective connections to better attract and retain customers.

## AssetHR E-Newsletter

Dear AssetHR Friends,

### HR for Managers

HR: Employer Pay Practices

Is your employee exempt from overtime pay due to the "white-collar" status?



Certain employees are exempt from the minimum wage and overtime pay provisions of the Fair Labor Standards Act (FLSA) under the so-called "white-collar" exemptions. One of the most common mistakes an employer can make is the misclassification of a job as exempt from overtime pay. A misclassification can lead to employer liability for unpaid overtime through either a Department of Labor (DOL) audit or through one or more employees' pursuit of their own legal remedies. To help you avoid such consequences, consider engaging the assistance of a seasoned HR professional to conduct a step-by-step analysis to determine whether an employee is exempt or nonexempt. This type of analysis will create a report for your records and prove helpful should you be called upon to defend your pay practices. Analysis includes questions such as:

1. Does the employee receive a salary of at least \$455 per week?
2. Is the employee's primary duty the management of a customarily recognized department or subdivision of the

**Coming in August:****When Knowledge  
Becomes Powerful**

It's not enough to just "know stuff." You have to be intentional about capturing data, sorting information and putting knowledge into action that offers benefits to your business. Kelley Loughrey, founder of Business Elements Consulting, will distinguish the differences, both positive and negative, of data versus information versus knowledge, explaining how each can impact your business.

**Partner Spotlight:**

Laurie Lynard,  
Telemasters  
Part of the Telemasters organization since 2001, Laurie has facilitated hundreds of workshops on effective customer connections and coached thousands on creating excellence in telephone skills. Learn more about Laurie and The Telemasters System™ here

company?

3. Do the employee's duties include the regular supervision of two or more full-time employees or the equivalent (at least 80 hours of subordinate time each week)?
4. Does the employee have the authority to hire or fire assigned employees, or at least the responsibility to effectively recommend hiring, firing, advancement, promotion, or other change in assigned employee status?

While these questions don't seem particularly complex, your HR professional will help you understand there are several "questions behind the questions." And, like so many other employer legal regulations, there are "exceptions," and "considerations," that make answering the questions more like putting a puzzle together than just coloring within the lines.

One thing we know, for certain. Fiddling with an employee's paycheck always has consequences. Don't take the question of "to pay or not to pay overtime," lightly. It requires an educated resource to sort it out.

**Lead-er-ship****Increasing Your Awareness of Effectively  
Leading Your Own Ship**

This month, we ask you to ponder the following (from an unknown author) to see if you can come up with the answer.



I am your constant companion. I am your greatest helper or your greatest burden. I will push you onward or drag you down to failure. I am completely at your command. Half of the things you do, you might just as well turn over to me, and I will be able to do them quickly and correctly. I am easily managed; you must merely be firm with me. Show me exactly how you want something done and, after a few lessons, I will do it automatically.

I am the servant of all great men and, alas, of all failures as well. Those who are great, I have made great. Those who are failures, I have made failures. I am not a machine, though I work with the precision of a machine plus the intelligence of a man. You may run me for profit, or run me for ruin; it makes no difference to me. Take me, train me, be firm with me, and I will put the world at your feet. Be easy with me and I will destroy you. Who am I? *Check our August newsletter for the answer!*

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