



UNLOCKED

WE ARE THE KEY TO YOUR SUCCESS!



How successful could you be if you could focus on what you do best?

It's a question worth asking. And we not only HAVE the answer... We ARE the Key!

What is a PEO? A Professional Employer Organization or "PEO" is a business that assumes a co-employment relationship with a client company, whereby we handle a variety of employee management and human resource-related services on their behalf.

What We Do: Key HR assists our clients as experts in human resources and benefits administration. We relieve them of the burdensome administrative responsibilities they don't want to do so that they can continue to grow their business and make money.

KEY CHANNEL PARTNER OF THE MONTH



This Provides you with: More Time, More Protection and a More Attractive Job. According to a recent survey by the Society for Human Resource Management (SHRM), nearly 9 in 10 PEO clients (89%) said that their PEOs significantly reduced their time demands. The smallest companies saved an average of 7 hours a week; those with 50-99 employees saved 23 hours.

Human Resource Key HR specializes in employee management. We assign a dedicated HR specialist to each client to help them identify, recruit, hire and develop the most talented candidates available. We also check in with you face-to-face to make sure your employees are acclimating seamlessly into your organization and that we've done our job to your satisfaction!

- Employee relations support
- Hiring
- Disciplinary action
- Drug testing
- Employee handbooks
- Talent recruitment
- Termination
- Training modules
- Background screening
- Conflict resolution



PAYROLL

Remote Workers & Pay/Employment

If you hire remote workers who work in a different state than where your business is located, you need to know how to handle pay and employment issues.

STATE REGISTRATION - make sure you register with the state where the employee is located. These accounts might be with the tax, labor, or unemployment departments. Check with your state to determine which accounts you need to register for.

LABOR LAWS - You must follow federal labor laws when you have employees, such as the Fair Labor Standards Act (FLSA). But, many states have their own labor laws that are more strict than the federal laws, or even more strict than the state where you are located.

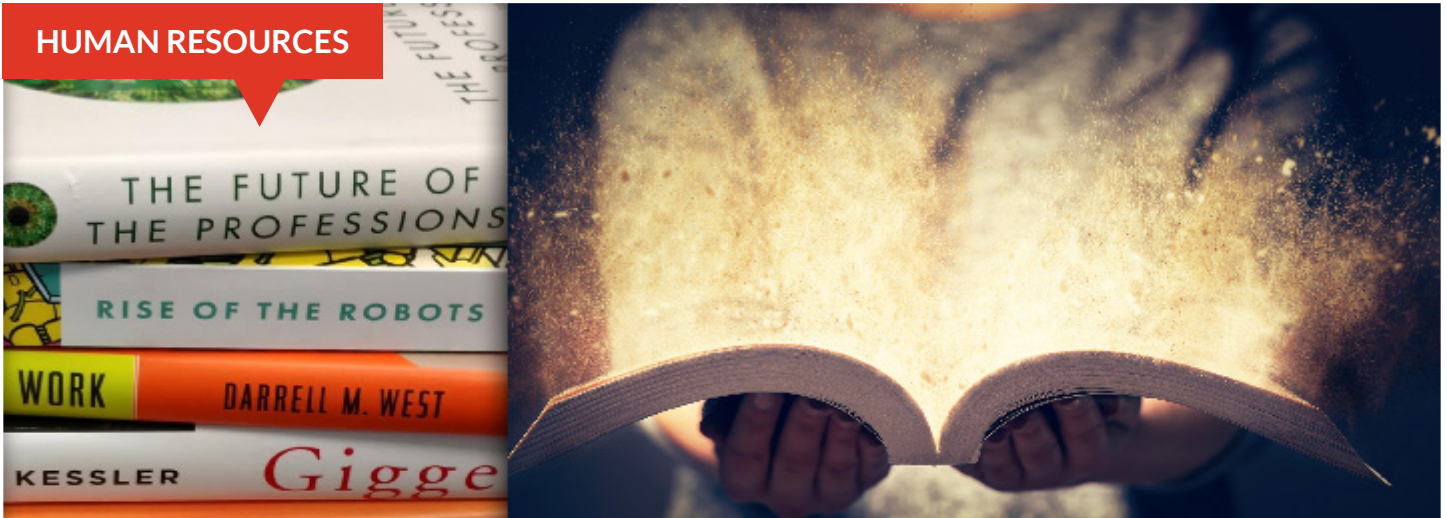
LABOR LAW POSTERS - When you have employees in a workplace, you must hang federal and state labor law posters. You should still find a way to "display" the labor law posters. You can electronically share the posters.

STATE & LOCAL INCOME TAXES - Depending on where the employee is located, you might need to withhold and remit state and local income tax.

UNEMPLOYMENT TAX - Employers must pay federal and state unemployment taxes based on employee wages. For state unemployment taxes, pay the tax to the state where the employee works.

WORKERS' COMPENSATION - Workers, including remote workers, can become hurt or sick on the job in numerous ways. As a result, most states require you to buy workers' compensation insurance.

HUMAN RESOURCES



6 Books Every HR Professional Should Read on the Future

Here are six books that every HR professional and organizational leader should read to better understand trends and the drivers influencing the shifting trajectories in the future of work.

1. *The Future of the Professions: How Technology Will Transform the Work of Human Experts* (Oxford University Press, 2017) by Richard Susskind and Daniel Susskind

This book predicts the decline of today's professions and describes the people and systems that will replace them. In an Internet society, according to Richard Susskind and Daniel Susskind, we will neither need nor want doctors, teachers, accountants, architects, the clergy, consultants, lawyers, and many others, to work as they did in the 20th century.

2. *The Future of Work: Robots, AI, and Automation* (Brookings Institution Press, 2018) by Darrell M. West

Robots, artificial intelligence, and driverless cars are no longer things of the distant future. They are with us today and will become increasingly common in coming years, along with virtual reality and digital personal assistants.

3. *Rise of the Robots: Technology and the Threat of a Jobless Future* (Basic Books, 2016) by Martin Ford

The New York Times-bestselling guide to how automation is changing the economy, undermining work, and reshaping our lives.

4. *Gigged: The End of the Job and the Future of Work* (St. Martin's Press, 2018) by Sarah Kessler

Kessler wades through the hype and hyperbole to tackle the big questions: What does the future of work look like? Will the millennial generation do as well their parents? How can we all find meaningful, well-paid work?

5. *The Future of Work: Attract New Talent, Build Better Leaders, and Create a Competitive Organization* (Wiley, 2014) by Jacob Morgan

Throughout the history of business employees had to adapt to managers and managers had to adapt to organizations. In the future this is reversed with managers and organizations adapting to employees. This means that in order to succeed and thrive organizations must rethink and challenge everything they know about work.

6. *Shaping the Future of Work: A Handbook for Action and a New Social Contract* (MITxPress, 2017) by Thomas A. Kochan

This book provides a roadmap for what workers, business, labor, education, and government need to do to build a new social contract for all to prosper. It is a call to action for building high-quality jobs and strong and successful businesses through collaborative efforts capable of overcoming the deep divisions all too apparent in society today.

Regardless of what the future holds, these are questions we need to be asking and discussions we need to be having so that we are prepared for the future of work.

www.shrm.org

KEY EMPLOYEE



Kathleen Breward - Senior Tax Specialist

Kathleen oversees all the payroll tax filings. Kathleen has 21 years of tax experience, programming tax software and filing tax returns. She has worked

with payroll tax in the PEO industry since 2006, including research, audit and filing payroll taxes. Kathleen holds a Bachelor of Science degree in Accounting.

EMPLOYEE BENEFITS

Here are 15 benefits that are not as hot as they once were, according to SHRM's annual survey.

Not every employee benefit out there has been there on the rise. A number of offerings have declined in prevalence over the last few years — especially for employers looking to better manage benefit costs. Here are 15 benefits that are not as hot as they once were, according to SHRM's annual survey.

1. Preventative programs - Preventative programs specifically targeting employees with chronic health conditions has seen a significant drop in the last five years. The coverage fell by 8% points since 2017 (from 33% in 2017 to 25% in 2018) and a whopping 17% points since 2014 (42%).

2. Flexible spending accounts - FSAs are not as prevalent as they once were: 63% of employers currently offer the spending accounts, down from 69% in 2015. HSAs are on an upward trend.

3. Domestic partner benefits - Domestic partner benefits fell by 10% points for opposite sex partners and by 9% points for same-sex partners (both to 15%) since 2017.

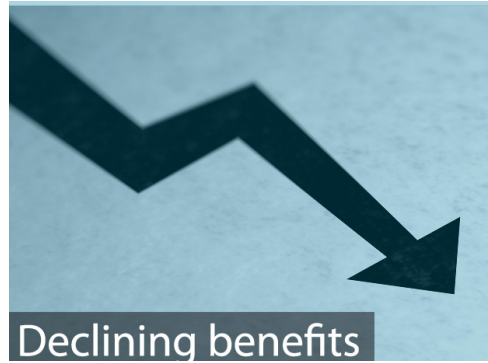
4. Childcare and eldercare referral services - Both childcare (17% in 2017 to 9% in 2018) and eldercare (13% in 2017 to 10% in 2018) referral services fell between 2017 and 2018.

5. Onsite cafeterias - Onsite cafeterias that are fully or partially subsidized by the company are on the decline. 12% of employers currently offer the perk, down from 16% in 2017.

6. Defined contribution catch-up contributions - The prevalence of defined contribution catch-up contributions has continued to fall over the past five years with 64% of organizations offering this benefit in 2018, down from 76% five years ago.

7. Short-term disability insurance - Short-term disability insurance has fallen 10% in the last three years: In 2015, 74% of employers offered the coverage; 64% of employers currently offer it, according to SHRM.

8. Incentive bonus plans - Incentive bonus plans fell by 9% points for executives (to 42%) and seven percentage points for nonexecutives (to 37%), SHRM reports.



9. Sign on bonuses for executives - Sign-on bonuses for executives fell by 6% points in the last year, from 35% to 29%.

10. Bariatric coverage for weight loss - Bariatric coverage for weight loss — including stomach stapling and gastric bypass surgery — has fallen in the past five years. While 38% of employers offered such coverage in 2014, 33% now offer it, according to SHRM.

11. Onsite health screening programs - Employers who offer onsite health screening programs have declined 17% since 2015. 30% of employers offer these programs currently, according to the latest statistics.

12. Employee discounts - Benefits in employee discounts and charity fell in several areas since 2017, including discount ticket services (from 31% to 27%), donations for employee participation in charitable events (from 28% to 24%), company-purchased tickets (from 23% to 20%) and employer-sponsored personal shopping discounts (18% to 12%).

13. Elective procedures coverage - The percentage of employers who cover elective procedures for their employees — defined as any nonemergency surgical procedure other than laser-based vision correction — has dropped over the last five years. In 2014, 15% of employers offered such coverage; 11% now do.

14. Housing and relocation benefits - decreases are between just 3 and 5% points, given the low prevalence rates of these benefits to begin with, the decreases are quite substantial (between 25% and 60%). For example, 16% of employers say they offer temporary relocation benefits, down from 24% who offered it in 2016.

15. Health fairs - The prevalence of corporate health fairs have dropped 10% points in the last three years. Now, 30% of employers surveyed by SHRM say they offer health fairs, down from 40% who did in 2015.

WORKERS' COMP



5 Ways to Help Injured Workers Avoid Opioid Issues

While opioid medications have taken Public Enemy No. 1 status in the last few years, they do have their place. Opiates make sense for patients with cancer-related pain, traumatic injuries like burns and amputations, invasive surgeries and certain other conditions. That said, here are five ways employers can help.

1) Educate Your Workforce - Employers can help their workforce become better educated health-care consumers. Include myths and facts about opioids in your rotation of safety and workers' comp training topics.

2) Manage Expectations - Pain is a normal part of the healing process, and it improves over time. "Pain-free" is a mindset that took hold in the US at the height of the opioid marketing push. Turning that mindset around is a challenge.

3) Increase Resiliency with Wellness - Habits such as smoking and inactivity and comorbidities such as obesity can have a dramatic effect on pain severity and duration. As pain drags on, people lose patience with feeling pain and may turn to opioids to make it finally stop.

4) Have a Robust Return-to-Work Program - Employers may not be thinking of it in these terms, but a strong return-to-work program is an excellent pain-management tool.

5) Work with Treating Physicians - If employers are able to select their physician panel, it's important to select doctors who are experienced and who understand the nuances of occupational health.

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Want to learn more about what KeyHR can do for your business?

Contact us today!



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GOLF CORNER



Thank you for Participating in the 5th Annual Swing for the King Golf Tournament Benefiting The First Tee of Central Florida's Arnold Palmer Scholarship Fund

September 17, 2008
Arnold Palmer's Bay Hill Club & Lodge



Special Sponsorship

We were privileged to support this year's Swing for the King Golf Tournament through having a foursome and serving as their Driving Range Sponsor. Through this Tournament, the proceeds will go to The First Tee of Central Florida and their goal is to grow the Arnold Palmer Scholarship Fund to \$1,000,000, which when reached, will allow them to make a deeper impact among participants by adding life enriching programs. Most importantly, the success of the Arnold Palmer Scholarship Fund will ensure that The First Tee of Central Florida continues to never turn a child away for an inability to pay by having the ability to offer financial assistance for those in need.