

OURERC A LOCAL BUSINESS NEWSLETTER

Powered by Employer's Resources of Colorado

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**CLOSED: NOVEMBER 28 & 29
FOR THANKSGIVING**

IMPORTANT REMINDER

Almost that time again! *Holiday Savings Account checks will be mailed out November 22.* If an employee has moved and not updated their address with ERC they may not receive their holiday savings checks on time. **Please remind employees to update their addresses.**



If an employee needs to update their address, please have them complete the "Personal Information Change Form" that can be found on our website at: <http://>

NEW COLORADO MINIMUM WAGE 2020

2020 Colorado State Minimum Wage, with the passage of [Amendment 70](#), effective January 1, 2020, Colorado's minimum wage will increase to \$12 per hour.

Thereafter it will be adjusted annually for cost of living increases, as measured by the Consumer Price Index used for Colorado. This minimum wage shall be paid to employees who receive the state or federal minimum wage. No more than \$3.02 per hour in tip income may be used to offset the minimum wage of employees who regularly receive tips.



If an employee's tips combined with the employer's cash wage of at least \$8.08 per hour do not equal the minimum hourly wage, the employer must make up the difference in cash wages. If you have questions concerning your employee's wages, please reach out to ERC HR for assistance.

EFFECTIVE DATE	MINIMUM WAGE	TIPPED EMPLOYEE MINIMUM WAGE
January 1, 2020	\$12.00	\$8.98

NO SHAVE NOVEMBER OR MOVEMBER

At the beginning of November some men sign up to do "No-Shave November" and/or "Movember". [No-Shave November](#) is a month-long journey during which participants forgo shaving and grooming in order to evoke conversation and raise cancer awareness.

Concept: The goal of [No-Shave November](#) is to grow awareness by embracing our hair, which many cancer patients lose, and letting it grow wild and free. Donate the money you typically spend on shaving and grooming to educate about cancer prevention, save lives, and aid those fighting the battle.

Guidelines: The rules of [No-Shave November](#) are simple: put down your razor for 30 days and donate your monthly hair-maintenance expenses to the cause. If Employee's would like to participate and are required to have little to no facial hair at work, there are other ways to get involved. Visit [No-Shave November](#) for more information on how to get involved.



HR Recommendations: ERC recommends open discussion with employees about this campaign. Each company should follow their employee handbook concerning facial hair and apply those rules to employees participating. Employees should be reminded that No-Shave November does not mean no hygiene. Employer's should remind employees of the guidelines of the employee handbook and all other safety and health requirements upon participating in this cause. If you should need assistance or further guidance, please



Have Questions? We are here to help!

Want to see specific topics covered in the monthly newsletters? Let us know.

WHO, WHAT, WHERE, WHEN AND WHY OPEN ENROLLMENT WITH ERC 2020

Who: All companies and employees eligible for all benefits. This includes: dependents, medical/vision/dental elections, and supplemental elections.

What: Open Enrollment is your annual opportunity to customize your set of health benefits and to add or drop eligible dependents from coverage. Any changes you make to your benefits during Open Enrollment will take effect on January 1, 2020. **WHAT HAPPENS IF I DO NOTHING?** If you don't actively enroll in benefits during Open Enrollment, your current selections will roll over for the upcoming year at the new rates. Then changes can only be made during a Qualifying Event. *FSA, DCA, HSA, and Holiday Savings Accounts do not roll over. These must be reenrolled each year.*

Where to make changes and/or receive more information:



Enroll Online. Please visit: <https://d18.darwinet.com/528D2/> to complete Open Enrollment. Don't forget to update your dependents and beneficiary information.

You must renew FSA, DCA, HSA accounts every year.

2020 Limits

FSA: \$2750

DCA: \$5000

HSA: \$3550 Ind/\$7100 Family



Go to www.erccolorado.com

Select the Forms tab
Proceed to Employee Forms
By clicking on the link, you will be prompted to enter the password: hrlibrary2

Once granted access, scroll down to insurance library to find enrollment forms

Make changes on the documents and return to Benefits Department by fax to 719-448-9010 or email Benefits@erccolorado.com



Attend your work-site employer's open enrollment meeting to speak with a benefits representative about coverage, changes, and updating your personal information. Ask your employer for date and time of the meeting.



When: **ELECTION DEADLINE: NOVEMBER 30, 2019**

Why: ERC hosts open enrollment once a year in compliance with insurance guidelines. All eligible employees must enroll or waive benefits during the open enrollment period.

LEARNING TO WORK WITH PEOPLE YOU DON'T LIKE

Though this may seem like a fairly obvious topic, this is often a HR nightmare. So let's just get straight to the point. HR constantly receives inquiries about employees not working well together or not understanding how to work with another. ERC has compiled some ideas to implement into your workspace to improve co-working relationships.

Reflection: Understand that you may not get along with everyone, that is just life. Often we need to ourselves that there is value in every transaction and interaction you have in life. You may learn from every experience, good or bad then use that opportunity to grow. Use reflection to reevaluate what might be causing this tension. Maybe you are extremely type A and your co-worker doesn't work on your schedule. Finding ways to use their strengths to your benefits maybe the simple solution to resolving the issue.

Problem Solver : In business, successful individuals are often the people that are quickly able to shift their mindset from competition to collaborative. You need to know when to compete and when to use the strengths of your co-workers to achieve more. Find a way to be a problem solver and collaborate on a solution rather than a critic of what you see as your co-workers weaknesses.

Ask Questions: People need to feel heard and their opinion validated. Be the employee/employer that is not afraid to ask questions. You may know your idea is significantly better but allow others to express their. Collaboration may actually improve your idea and shed light on areas you may not have previously considered. Set your co-worker up for success by leading them to your collaborative idea. More often than not, teamwork makes dream work.



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Employer's Resources of Colorado President and Executive Vice President, Mark and Debra Lovejoy donate annually to Ronald McDonald House Charities of Southern Colorado.

This year, your partners at ERC are expanding their donation by opening a public donation at our home office. ERC will be collecting items from the Ronald McDonald House Charities of Southern Colorado Wish List in hopes of fulfilling the needs of families at the charity. We encourage you to spread the word at home, work and with friends to bring supplies from the Ronald McDonald House Charities of Southern Colorado Wish List. **ERC will be collecting donations until December 10, 2020.**



For contact or questions please reach out to Megan at ERC Colorado.

House Wish List



Ronald McDonald House Charities[®]
of Southern Colorado



Food

- ✓ Apple Sauce - Singles
- ✓ Bagels/English Muffins
- ✓ Cereal - Single Serve
- ✓ Chips - Single Serve
- ✓ Cookies - Single Serve
- ✓ Crackers - Single Serve
- ✓ Peanut Butter - Single Serve
- ✓ Fruit Cups
- ✓ Fruit Snacks
- ✓ Granola Bars
- ✓ Mac & Cheese - Singles
- ✓ Pudding Cups
- ✓ Trail Mix - Single



Gift Cards

- ✓ Costco
- ✓ Home Depot
- ✓ King Soopers
- ✓ Lowe's
- ✓ Walmart
- ✓ Safeway
- ✓ Sam's Club
- ✓ Target



Office

- ✓ Postage Stamps: First Class
- ✓ Postage Stamps: Postcard
- ✓ 20# Copy Paper 8.5X11



Household Items

- ✓ All Purpose Cleaner
- ✓ Clorox Wipes
- ✓ Dish Drying Cloths
- ✓ Dish Soap
- ✓ Dishwasher Tablets
- ✓ Dryer Sheets
- ✓ Food Handling Gloves
- ✓ Furniture Polish
- ✓ Laundry Pods Liquid
- ✓ Hand Sanitizer - Trial Size
- ✓ Indiv. Wrapped Toothbrushes
- ✓ Trial Size Toothpaste
- ✓ Paper Towels
- ✓ Pot Holders
- ✓ Small Trash Bags
- ✓ Hand Soap
- ✓ Tall Kitchen Trash Bags
- ✓ Large Drawstring Trash Bags



Welcome Bag Items

- ✓ Deck of Cards
- ✓ Adult Coloring Books
- ✓ 12 Colored Pencils
- ✓ Sudoku/Crossword Puzzles
- ✓ Single Subject Note Books



Family Lodging

- ✓ One Night Lodging (our cost) For a Family - \$50
- ✓ One Weeks Lodging (our cost) For A Family - \$350