



Associated Builders  
and Contractors, Inc.

Wisconsin Chapter

# IN-HOUSE HR TRAINING & CONSULTING SERVICES

Every company should regularly monitor its human resources policies and procedures. However, the development of adequate H.R. tools is only half the “battle.” An effective H.R. department will assist in training all members of management in a variety of H.R. practices. Your ABC of Wisconsin Human Resources Committee has developed in-house training programs to assist your company in performing the important function of management training. Programs are offered at a fair fee and presented by attorneys and human resources professionals belonging to ABC of Wisconsin.

## 1. Union Avoidance: Everything You Need to Know to Stay Union Free

Private sector union membership is at or near an all-time low. Even so, unions are actively lobbying Congress and the Obama administration to make union organizing much easier for them and more difficult for merit shop employers to defend. This program will review the current rules of engagement and identify effective strategies to assist employers remain union free.

## 2. Helping Our Employees Climb the Career Ladder to Success

In this session we’ll discuss the importance of developing a workforce of the future for our industry. The average age of craft/skilled workers in Wisconsin is anywhere from 39 to 45 years old. So, in the next ten years, we have some looming craft/skilled worker needs. This program will provide insight into how Career Ladders can help us “grow our own.”

## 3. Performance Management

Managing employee performance is one of the most important, yet challenging, role of supervisors, managers and business owners. This session provides best practices for creating high-performance cultures. Participants will gain confidence about how to elicit and support high levels of contribution from each employee and how to align employee performance with business goals. Participants will also gain confidence in dealing with employees who fail to live up to clearly defined performance expectations.

## 4. Harassment in The Workplace

Sexual and workplace harassment is a serious issue for all employers. Sexual and workplace harassment can cause emotional distress resulting in higher turnover, decreased productivity, as well as the potential for litigation if harassment is not stopped. This program will define the types of prohibited harassment, illustrate the elements of a proper harassment policy and train managers in the process of investigating and resolving harassment complaints.

## 5. H.R. Boot Camp

Human Resource concerns arise the day an employer begins looking for job candidates and continues through the exit interview of departing employees. In between those dates, managers march through a myriad

of issues. HR Boot Camp: Fast Track is a crash course for Wisconsin employers including the basic principles of employment at will, an overview of State and Federal employment laws, and best practices in hiring, employment investigations, sexual harassment and discipline. HR Boot Camp is designed as an informative and engaging presentation which provides HR professionals and managers with the basic training to equip them to enter the field of Human Resources .



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## 6. Restrictive Covenants

Many employers believe it is in their interest to require key employees to sign restrictive covenants or non-compete agreements which limit the employee’s freedom to compete with the employer after the employment ends. However employers do not always realize the difficulty in enforcing non-compete agreements. Wisconsin in particular has strict rules for evaluating the enforceability of these contracts. The restrictive covenant must be narrowly drafted, supported by adequate consideration and reasonably related to a legitimate employer interest. What does all that mean for a Wisconsin employer?

## 7. Jobsite Picketing & the Dual Gate System

Union demonstrations can disrupt a job site when contractors are not prepared to manage the picketing. There are well settled rules which balance the union’s right to peacefully demonstrate with the contractor’s right to run a job. The process for establishing and maintaining a proper dual gate system will be explained. You will learn how to set up dual gates and properly monitor demonstrators to keep the peace. Some of what you will learn: Advance preparation and job site planning, Notifying the local union, Evaluating union’s signs and conduct, Dealing with gate contamination, and seeking enforcement by NLRB.

## 8. Dealing with Difficult Employees

At some point in time, every good employer is required to deal with an opportunistic employee who tries to take advantage of the employer or leverage benefits to which he knows he is not entitled under the cover of federal and state anti-discrimination laws. Such an employee can cost you thousands of dollars in lost productivity, employee morale, and potential liability exposure/defense costs. This program will provide you practical tips from a tag-team consisting of: (1) a construction industry HR manager; and (2) a management-side construction industry employment attorney. Learn how to deal with an opportunistic employee now, before a claim arises.

[See other side for more topics](#)



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### FOR MORE INFORMATION



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