

# ENVISION STRATEGIZE ACTUALIZE



AT ES&A, WE HELP EMPLOYERS LEARN TO RUN. SOLVE CRISES. AND DREAM BIG.



JANELLE YEE\*  
PHR, SHRM-CP  
HR SERVICES MANAGER

Janelle has more than 25 years of experience in the labor and employment field, with an M.A. in Human Resource Management from Hawai'i Pacific University. She holds a Professional in Human Resources Certification, and an HRCI Certificate in Data Analytics. She is a Society for Human Resource Management Certified Professional, and is a member of the SHRM Hawaii Educational Foundation Committee.

\*works under the direction of a Hawaii-licensed attorney

## ES&A IS:

A next-generation law firm that is rethinking the way legal work is done.

Cloud-based, collaborative and client-forward, working with clients ranging from sole proprietors to major multinationals across all industries to help them reach their business goals.

Ranked among Hawaii's top law firms by Best Law Firms and Chambers USA.

A certified Woman-Owned Small Business (WOSB)

**ES&A OFFERS** alternative fee arrangements, including:

- fixed periodic fees for ongoing advice including unlimited phone/email
- flat fees for finite projects
- hourly rates for litigation, investigations, ad hoc work
- negotiable rates for special projects

**ES&A PROVIDES** employers and organizations with comprehensive and affordable solutions in the following areas:

## LABOR & EMPLOYMENT

Proactive legal advice focused on:

- HR management, from recruitment & hiring through termination; policies, procedures, documentation
- Employee benefits
- EEO compliance
- Labor law
- Wage & hour law
- ERISA
- OSHA/HIOSH compliance
- Remote/hybrid workplaces
- Crisis lawyering
- Litigation

## BUSINESS STRATEGY

Designed to help nonprofits and for-profits practice good governance and meet business goals, advising on:

- Entity formation
- Fiduciary duties
- IP strategy
- Mergers and acquisitions
- Franchising

## GOVERNMENT CONTRACTS

Federal, state and local procurement advice on:

- Contract competition, negotiation and formation
- IP use & commercialization
- Contract administration

## TECHNOLOGY & CYBERSECURITY

Risk management advice to help protect the workplace, including:

- Privacy compliance
- Service contract review
- Information retention
- Acceptable use policies
- Social media policies
- Cybersecurity incident response planning, industry-tailored
- HR-related issues arising from the use of technology in the workplace

## TRAINING

Tactical, trending and strategic topics, such as:

- Leaves of Absence
- FLSA Compliance
- Joint Employer Status
- Discrimination, Harassment, Retaliation
- Reasonable Accommodations
- The ABCs of AAPs
- Internal Investigations
- Litigation Checklist
- Supervisor Training Series
- Management Training Series
- Leadership Training
- Cybersecurity Hygiene
- AI in the Workplace

HOW CAN WE HELP YOU? LET'S TALK.



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A LAW CORPORATION

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