



We Are Your Missing Piece



11/28/2016

Prepared for
Titus County

Presented by
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TRENDHRI

TRENDHR[®]

Setting the TREND in the Human Resource industry.™

D.W. Bobst is the founder and CEO of the TrendHR Family including: Trend Personnel Services, Inc., TSL Staff Leasing, Inc and Trendsetter HR, LLC.

Trend Personnel Services, Inc. was founded in 1997. It was created to specialize in temporary and direct hire staffing needs for other businesses. Commitment to success and excellent customer service enabled Trend Personnel to grow from the original company model and to begin offering PEO services in 2001 by creating TrendHR.

In 2005, TrendHR began to service the growing HR Outsourcing Industry, by providing HR functions such as benefits, insurance and payroll administration. This allows owners to focus on their core competencies and grow their business by minimizing the burden of employment administration.

Recognition

- **“Fastest Growing Private Companies in America”**: Inc. 5000 – 2007, 2008, 2009, 2010, 2011 & 2014
- **“Top 100 Companies by Industry”**: Inc. 5000 – 2007 & 2014
- **“Dallas 100”**: Dallas Business Journal - Recognized by Cox Business School – 2009 & 2011
- **“Top 25 Largest Staffing Companies”**: Dallas Business Journal – 11 years in a row
- **“Texas Excellence Award – Excellence in Human Resources”**: USIEC (U.S. Institute for Excellence in Commerce) – 2013
- **“Best of Dallas”**: USCA (U.S. Commerce Association) – 2009
- **“Best Place to Work in Rockwall County”**: Rockwall Herald Banner – 2009, 2010 & 2011



Services



HR Services

- Human Resources Consulting
- Employee Handbooks (Provide, Review, Update as Needed)
- Provide Legally Required Labor Postings
- Customizable Human Resource Forms
- Employee Job Descriptions Review
- Employee Behavior, Performance & Conflict Resolution Management
- Assist in the Event of Federal Wage and Hour Claims
- Provide Assistance for Wrongful Termination Claims
- Unemployment Claims, Hearings, and Appeals Administration
- Compliance Assistance with Title VII, ADA, FLSA and FMLA
- Provide Pre-Employment Screenings (optional)
- File Form 5500 for Tax Qualified Employee Benefit Plans
- Compliance Assistance and Record Keeping for Immigrations Laws
- EEO-1 Report Preparation and Filing
- Coordinate and Respond to EEOC Claims

Employee Benefits & Services

- Administer and Procure Comprehensive Employee Benefits Plans
- Allow Employees to Select Plans, to Benefit Personal Situations
- Enroll Employees in All Benefit Plans
- Respond to Employee Benefit Inquiries and Claims
- Multiple Preferred Provider Organization Plans (PPO)
- Multiple Health Insurance Options
- Dental and Vision Insurance Plan
- Short-Term and Long-Term Disability Insurance
- Accident, Cancer and Critical Illness Insurance
- Concierge Service and Wellness Program
- Section 125 Cafeteria Program (Tax Advantage Options)
- Medical Reimbursement Plan
- 401(k) Plan with Multiple Investment Options
- COBRA and HIPPA Compliance Management

Payroll & Employee Administration Services

- Review Payroll Submissions
- Process Payroll Checks and Direct Deposits
- Online Detailed Payroll Reports and Forms
- Automated Time Clock and Attendance Systems Capability
- Online Time Entry Reporting Capability (100% Paperless)
- Online Pay Rate, Address, Contact Info, and Deduction Changes
- Maintenance of Vacation and Sick Leave Records
- Report New Hires and Terminations
- Respond to Employment and Wage Verifications
- Wage Garnishment Administration
- Answer Employee Inquiries
- Remittance of Federal, State, and Local Tax Liabilities
- File 940 and 941 Forms
- File and Mail W-2's
- File W-3's
- File State Unemployment Tax Returns

Workers' Comp & Risk Management Services

- Workers' Compensation Insurance Coverage Renewal
- Eliminate Workers Compensation Premium Deposits
- Eliminate Year-End Audits (Pay-As-You-Go)
- Perform Risk Management and Safety Inspections
- Safety Program Implementation
- Provide Safety Plans and Manuals
- Provide Safety Training
- Assist with OSHA Reviews
- Occupational Injury Claims Management and Processing
- Investigate and Pursue Fraudulent Claims
- Prepare and Assist with Occupational Injury Hearings
- Coordinate a Return-To-Work Program

Services - County Judge Office

HR CONSULTING

HR Tips and Trends · Weekly Updates · Monthly Newsletter	\$500.00 <i>per year</i>	1	\$ (500.00)
1-Day - On-Site HR Assessment - County Judge Office · 8 Hours Included* · Assessment with Q&A · Review Personnel Files · Review Workplace Posters	\$2,500.00 <i>per visit</i>	1	\$ 2,500.00
Employee Handbook, Policies, and Procedures · Provide, Review, Update as Needed <i>Custom handbook could be higher cost</i>	\$2,500.00 <i>per handbook</i>	1	\$ 2,500.00

Total: \$5,000.00

Services - Add Sheriff & Other Offices (to the above)

HR CONSULTING

2nd-Day - On-Site HR Assessment - Sheriff & Other Offices · 8 Hours Included* · Assessment with Q&A · Review Personnel Files · Review Workplace Posters	\$2,500.00 <i>per visit</i>	1	\$ 2,500.00
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Total: \$7,500.00

Pricing good until 12/14/2016

**Time in excess of hours listed and services outside of the scope of services listed will be billed at the standard rate of \$150/hr.
Other expenses including, but not limited to, copying, printing, language translating, and travel will be billed at actual cost plus 10%.*

TrendHR offers HR advice and consultation to clients. TrendHR is not a legal representation.