

# HUMAN RESOURCES SERVICES & CONSULTING SUPPORT

Redstone GCI's HR team provides services ranging from comprehensive compliance solutions to managing daily human resources functions. We are happy to tailor our services to meet your individual needs. Redstone GCI's HR services team can work with you to accomplish specific tasks, identify compliance gaps, revamp your HR staff's current position(s) or start from scratch in developing a Human Resources function within your organization that is effective and compliant. With over 50 years of combined human resources and employment law experience, our consultants are uniquely qualified to support you in any situation that may arise.

## WHY Choose Us?



Legal and HR Professionals with over 50 years of combined experience



Expertise in all industries provides deep knowledge in a variety of issues



Consultants have served as HR managers and understand your needs



Dedication by our team ensures complete customer satisfaction





# Our Services

## Outsourced Human Resources Function

We provide a customized solution for any or all of your HR functions, including compliance, employee relations, and full employee life-cycle administration and support. Our goal is to become integrated with your team and culture for a seamless and efficient solution, allowing you to focus on other areas of the company.

## Human Resource Management Solution

Our partnership with UKG™ (Ultimate Kronos Group) allows us to provide a full-suite Human Resource Management platform to our clients. UKG Ready is a flexible and seamless HR solution that provides a connected people experience to easily manage the entire employee journey from a single solution. Designed for flexibility and ease of use, UKG Ready combines the power of HR, talent, payroll, and time to deliver a personalized, people-centered experience that cuts out busy work, increases efficiency, and helps you maintain compliance.

## Comprehensive Assessment of HR Function

We perform an extensive audit, including reported findings of current HR, to assess compliance in over 10 areas.

## Review and Development of Employee Handbook, Policies and/or Procedures

While maintaining your company's culture, we review and make recommendations with consideration of federal/state laws, FAR guidelines, and industry standards. We also develop employee handbooks, policies, and procedures as needed.

## Development and Implementation of Processes

Our consultants develop and implement multiple processes, including recruiting, job descriptions, performance evaluations, terminations, and much more.

## Affirmative Action/OFCCP Compliance

We can help you meet OFCCP guidelines to ensure compliance with affirmative action and equal employment regulations.

## Employee and Management Training

We provide extensive training to increase your company's success by motivating employees, addressing weaknesses, improving performance, and reducing risk.

## Benefit Administration

Compensation and benefits packages can set your company apart from the competition. Our team can assist with idea generation, review of packages, communication, and employee enrollment.

## Compensation Planning, Analysis and Administration

Meeting FAR criteria can be a challenge for compensation planning. Our consultants guide you through the process of designing a compensation plan that meets reasonableness and allowability.

## Contract Transition Assistance

Let us assist with the contract transition process, from recruiting to onboarding, to ensure your policies and procedures are appropriate for your new team.

## Labor Category Mapping and Rate Development

To ensure the right personnel is assigned to a contract and to meet contractual obligations, our consultants assist in mapping internal labor categories to government-proposed labor categories.

## Special Projects or Workload Assistance

Let our experienced staff provide support when you implement HR changes. From assistance during the process to support after the solution has been implemented, our team is there.

## Investigations

Our legal consultants assist with prompt, effective, and objective investigations when companies are faced with internal complaints of workplace misconduct, EEOC issues, or charges from government agencies.