

Envision

Strategize

Actualize

ES&A

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Higher value,
lower cost.
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Next generation legal services

ADVISING ORGANIZATIONS AND EMPLOYERS ON:

Labor and employment . Government contracts
and grants . Business strategy

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ES&A is a Certified Women-Owned Small Business (WOSB).

ES&A legal services

LABOR AND EMPLOYMENT LITIGATION

- Wrongful Termination
- Equal Employment Opportunity
- Labor Law
- Wage and Hour Law
- Employee Benefits
- Safety and Health
- Proprietary Rights
- ERISA Litigation

BUSINESS TRANSACTIONS, INVESTMENTS & ADVICE

- ERISA
- Equal Employment Opportunity
- Labor Law
- Wage and Hour Law
- Employee Benefits
- Business Transactions, Strategic Planning and Organizational Development
- Human Resources Management
- Safety and Health
- Proprietary Rights
- Workplace Privacy

GOVERNMENT CONTRACTS & GRANTS

BUSINESS ADVICE AND TRANSACTIONS

- Contract Competition and Formation
- Contract Administration

BUSINESS STRATEGY

DESIGNING A BUSINESS FOUNDATION

- Entity Formation (for-profit and nonprofit)
- Corporate Governance (for-profit and nonprofit)

BUILDING THE BUSINESS

- Operations
- Compliance
- Litigation and Dispute Resolution
- Mergers and Acquisitions (labor, employment and benefits issues)
- Technology (intellectual property rights, transfer, licensing, export controls; cybersecurity, privacy)

CLOSING BUSINESS INTERESTS

- Dissolution and Wind-Up

Fixed, flat, and hourly fees

LABOR/EMPLOYMENT

FIXED MONTHLY FEE (see rate structure below)

- UNLIMITED TELEPHONE AND EMAIL ADVICE**
- ASSISTANCE WITH ROUTINE FORMS AND CONTRACTS** including handbooks, job descriptions, employment contracts, and settlement agreements

LABOR/EMPLOYMENT/BUSINESS STRATEGY

FIXED MONTHLY FEE (see rate structure below)

- LABOR/EMPLOYMENT RETAINER SERVICES** plus
- CORPORATE GOVERNANCE** advice on fiduciary duties, updates of corporate documents, unrelated business income tax and related tax matters
- CONTRACT AND GRANT ADMINISTRATION**

FIXED MONTHLY FEES BASED ON:

- | | |
|---|--|
| COMPANY SIZE | <input type="checkbox"/> 100-249 employees |
| <input type="checkbox"/> less than 50 employees | <input type="checkbox"/> 250-499 employees |
| <input type="checkbox"/> 50-99 employees | <input type="checkbox"/> 500+ employees |

RATE LEVEL:

- MAINTENANCE LEVEL** for assistance with routine compliance and operational issues **OR**
- CHANGE LEVEL** for troubleshooting; assistance with restructuring, downsizing, mergers and/or acquisitions; and for initial 1st-month assessment for new clients.

FLAT RATE PRODUCTS

- | | |
|---|--|
| <input type="checkbox"/> Summary Plan Description | |
| <input type="checkbox"/> Training series (customizable) | <input type="checkbox"/> Individ. Agrmt (Simple, Exec) |
| <input type="checkbox"/> Handbook | <input type="checkbox"/> Job Descriptions |
| <input type="checkbox"/> AAP (incl. logs and analysis) | <input type="checkbox"/> Entity Formation (Simple) |
| <input type="checkbox"/> Substance Abuse (State, DOT, CG) | <input type="checkbox"/> Entity Dissolution (Simple) |

HOURLY FEES

- | | |
|--|---|
| <input type="checkbox"/> Gov't agcy investigations, audits | <input type="checkbox"/> Labor & employment advice |
| <input type="checkbox"/> Litigation (employment, incl. EPLI; labor, ERISA) | <input type="checkbox"/> Corporate governance |
| | <input type="checkbox"/> InfoSec policy advice |
| | <input type="checkbox"/> Technology regulatory advice |

NEGOTIABLE FEES

- | | |
|---|---|
| <input type="checkbox"/> Strategic Planning | |
| <input type="checkbox"/> Training series & seminars | <input type="checkbox"/> Reviews: <input type="checkbox"/> HR |
| <input type="checkbox"/> Collective Bargaining | <input type="checkbox"/> Cybersecurity |
| <input type="checkbox"/> Entity Formation (complex) | <input type="checkbox"/> Nonprofit <input type="checkbox"/> Process |
| <input type="checkbox"/> Entity Dissolution (complex) | <input type="checkbox"/> Improvement <input type="checkbox"/> Procurement |

Discounts available for nonprofits and government entities.

Training series and seminars

BASIC TRAINING SERIES (First Line Supervisors & Up)

- 3 sessions, 2-1/2 hours each; customized for your company
- Discrimination, Harassment & Retaliation Claims; Basic Risk Management
 - Recruitment, Interviewing & Selection; Communicating with Employees; Attendance & Timekeeping
 - Investigations; Coaching, Discipline & Termination

MANAGEMENT TRAINING SERIES (Mid./Sr. Mgrs)

- 7 sessions, 10-1/2 hours total; customized for your company
- Bullying to Harassment to Violence; Diverse Workforces
 - Wrongful Termination vs. Effective Management
 - Reasonable Accommodations; Benefits & Leaves
 - Workplace Privacy
 - Compensation and Staffing
 - Unions
 - Strategic Issues: Technology; Employment Law Outlook

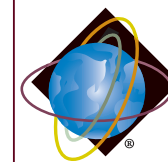
TARGETED TRAINING SEMINARS

Select target areas from a wide range of topics in labor and employment, government contracting. Contact us for details.

STRATEGIC PLANNING RETREAT (Executives)

We give you the tools to help design and build your company's strategic plan. Please contact us for details.

All training conducted onsite or at ES&A Training Room.



**EMPLOYMENT
LAW ALLIANCE®**
Helping Employers Worldwide®

The Employment Law Alliance is a network of over 3,000 attorneys in more than 135 countries as well as in all 50 U.S. states, pre-screened for quality and responsiveness. As the sole ELA member in Hawai'i, ES&A offers clients direct access to the strength and experience of this global resource. To learn more about ELA, go to www.employmentlawalliance.com