



Next Level Strategies

We Focus on HR so You Can Focus on Your Business

415.876.NEXT



The year that simultaneously flew by and dragged on is finally coming to an end. Phew. Here is a little of what you'll need to know to plan for 2021. We will release another newsletter in a few weeks updating you on changes to laws for 2021. Leading the way are Covid-related changes to safety rules and workers' comp. We will keep you posted. Until then, we wish your family and you a healthy, happy holiday season and a prosperous new year!

Updates, News and Information



Sexual Harassment Prevention Training date requirement is fast approaching

SB1343 requires that businesses with five employees or more **provide sexual harassment prevention training to all workers by January 1st, 2021**, and every two years thereafter.

Employees must receive an hour of training and managers receive two hours of training. A very proscribed training agenda is required, including case law, the training must be taught by someone meeting a variety of criteria, and must be interactive. See below for compliance options.

Unlawful Harassment Prevention Training Offerings

We offer various options to conduct the unlawful harassment prevention trainings:

**Prerecorded
Live Webinar
Live In-Person**

*The prerecorded option is only \$25 per employee and \$45 per manager. Offered in both English and Spanish.

Minimum Wage Increases for 2021



Effective January 1, 2021:

California: \$14.00/hour or \$13.00 for employers with 25 or less employees

Belmont: \$15.90

Berkeley: Goes up July 1

Cupertino: \$15.65

El Cerrito: \$15.61

Emeryville: Goes up July 1

Fremont: Goes up July 1

Los Altos: \$15.65

Mountain View: \$16.30

Oakland: \$14.36

Palo Alto: \$15.65

San Francisco: Goes up July 1

San Jose: \$15.45

San Mateo: \$15.62

Santa Clara: \$15.65



Exempt Employee MINIMUM SALARY for 2021

The minimum salary in CA for properly classified exempt employees is **twice the state minimum wage x 2080 hours** per year. YOU MUST PAY AT LEAST THIS MUCH TO EXEMPT EMPLOYEES!

The 2021 exempt employee minimum salary thresholds are as follows:

Employers with 25 or less employees: \$54,080 per year, or \$1040 per week.

Employers with 26+ employees: \$58,240 per year, or \$1120 per week.



SF HCSO Expenditure Rates Increasing for 2021

The 2021 health care expenditure rate for large employers (100+ employees) is increasing from \$3.08 to \$3.18/hr.

For mid-size employers with 20-99 employees, the rate is increasing from \$2.05 to \$2.12/hr.

More information on HCSO can be found [here](https://sfgov.org/olse/health-care-security-ordinance-hcso#Top) . <https://sfgov.org/olse/health-care-security-ordinance-hcso#Top>

If needed, we can refer you to a competent, trusted health insurance broker to help you further navigate this complex area of the law.

FSA's: Use It or Lose It – the End Of 2020 Is Approaching!

The end of the year is approaching and now is the time to remind your employees to use their FSA dollars. Take a page from our book and send out the email below. Your team will thank you for the reminder!

Team,

We wanted to send a reminder to make sure you don't lose money in the New Year. 2021 is coming quickly. If you've already started to think about your New Year's Resolutions, you'll want to start thinking about how to use up your remaining Flexible Spending Account dollars. Our FSA plan has a [2.5 month] (fill in for your plan) grace period or allows a carry over of [\$500] (fill in for your plan) to use in the following year. Think: copays, coinsurance, lab fees, OTC prescriptions, band-aids, contacts, and more. All are eligible!

For more detailed FSA eligible expenses, take a look at this [IRS link](#) to see what else you can use your pre-tax dollars towards.

Happy FSAing!

Best,
[TEAM/INDIVIDUAL NAME]

Our Mailing Address

Our mailing address is:
1155-C Arnold Dr. #249 Martinez, CA
94553.

Please let your accounting group know to send invoice payments and other correspondence to this address. Thank you!



Austin and New York Assistance

As a reminder, our Austin, Texas, office is up and running, with Taune Lima heading that office. We have a consultant in New York City as well. If you have employees in these areas, we're happy to support them as well as your California employees.

401(k) Contribution Limits for Retirement Accounts

The IRS announced that contribution

limits for 2021 are unchanged for 2020:

Age 49 and under: \$19,500

Age 50 and older have an optional additional catch up contribution of \$6,500



Thank You for Your Referrals!

They are the highest form of compliment to us. We love providing great service and we truly enjoy knowing the service we've given you was worthy of a referral.

Thank you very much!

If you received this from a friend, we hope you will join our mailing list to receive monthly updates on important human resources news. You may unsubscribe at any time. Please be assured that we do not share our mailing list with any other business or organization.

Join our Mailing List!

If any of this is news to you or you need support managing any of the changes, please call us at 415.876.NEXT. Thank you for reading!

Julie Chendes, Taune Lima, Joy Vail, Katie O'Donnell, Alexis Haman, Cecilia Reynoso

This information is for general use only. Please consult a licensed attorney for legal analysis and advice.

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