

TRAINING

Investing in a Better Future for
Your Organization

PREPARED FOR:

CLIENTS

PREPARED BY:

**LEMONIDIS CONSULTING
& LAW GROUP, PLLC**



COVER LETTER

Dear Client:

At Lemonidis Consulting & Law Group, PLLC, (“LCLG”) we believe that all labor organizations, associations and apprenticeship programs deserve quality legal representation and training for their leaders, staff and members alike. To that end, LCLG is designed to provide labor organizations with tailored legal representation and training specific to their individual industries. Labor organizations face unique challenges that our firm is well-equipped to address. While workplace training is the cornerstone of our firm’s practice, LCLG also provides full service legal representation to its clients. We offer responsive, customized, need-based training that is developed and presented by our seasoned facilitators. Our firm is here to help your organization develop a tailored approach to workplace issues, while also anticipating the workplace law of tomorrow.

Much like signatory employers, your organization is held accountable under both federal and state employment laws. Over the past few years there have been a host of new laws that became effective that will impact not only your organization's own leaders and staff, but also your membership as a whole. Most notably, is the Washington Paid Family and Medical Leave Act. To ensure that your representatives are up-to-date on these changes, we offer a variety of workshops that are designed to inform your representatives on those legal and contractual issues they are most likely to face in the months ahead. From job site professionalism, to diversity awareness, to nuts and bolts presentations on the myriad state and federal non-discrimination and anti-harassment laws, our trainings will help foster a healthy and legally compliant working and learning environment for your organization.

Labor organizations, associations and apprenticeship programs all demonstrate strength through their people. As such, an investment in the professional development of your elected officials and employees is an investment in your organization's continued strength and growth. Studies prove that ongoing professional development is the single most important factor in recruiting and retaining quality employees. To that end, our firm also offers professional development style workshops that focus on topics like team building, creative problem solving, and effective communication in the digital world.

As a bargaining representative, labor organizations owe a duty of fair representation to their members. Bargaining representatives are also faced with daily contract and grievance questions. Ensuring that your representatives are informed and knowledgeable on these issues is imperative to cultivating your labor organization's growth. As training agents, apprenticeship programs are required by federal law to maintain a discrimination and harassment-free work environment, including conducting anti-harassment training on an annual basis. Our firm's training packages include informative and engaging workshops for representatives and training agents alike that will help your organization become compliant with federal and state laws and satisfy your organization's legal duties and obligations to your membership.

Our firm also appreciates that labor organizations are conscious of yearly budgets. This proposal contains a range of budget-conscious options for your consideration. **In addition, our firm is offering all clients a \$500 credit to be used towards our training services in 2020.** I will follow up with you in the coming weeks to review this proposal and discuss next steps. In the meantime, please feel free to reach out to me at any time with questions.

Sincerely,

SaNni M-K Lemonidis
Founder and Managing Principal of LCLG

OUR PROCESS

1

Analysis and Assessment

We spend up to four hours at your place of business, identifying key people, interviewing staff, surveying employees, and talking with you about your labor organization's training needs. We want to understand your strategic goals, gauge your HR challenges, identify skill and knowledge gaps, and find out what is holding your labor organization back from being even more successful. From there, we work with you to design a training program that best suits your labor organization's needs.

2

Available Training and Curriculum

From harassment prevention to leave management, the dynamic range of workplace law requires all employers and training agents to conduct periodic training to ensure a legally compliant and productive workplace and/or learning environment. Our firm has developed a wide array of hands-on workshops and training modules that can easily be adopted into any training program. Each workshop and module is presented on-site by one of our knowledgeable facilitators in a manner that best suits your organization's needs and time constraints.

3

Training and Curriculum Development

When it comes to developing training specific to your needs, we use an approach that respects the availability and learning styles of your employees and members, allowing them to pick and choose activities and modules that work for them while still delivering the content they want and need. Our trainings are engaging and interactive. Experienced facilitators support your team to not only learn new information, but also apply their learning to generate new realizations and possibilities. This can include, but is not limited to, self-assessment surveys with personal feedback, topical podcasts, video-based instruction, attending in-class workshops and training modules, and engaging in role-playing games and group exercises.

PACKAGES

Package

Level 1

Level 2

EXISTING CURRICULUM TRAINING:

Select from one of our existing workshops or training modules

3 hours class time
2 hours prep time
2 hour travel*
\$250 per hour

Cost Estimate:**
\$1,750.00

2 hours Analysis and Assessment
4-7 hours class time
2-3 hours prep time
2 hours travel time*
\$250.00 per hour

Cost Estimate:**
\$2,500.00-\$3,500.00

INDIVIDUALIZED TRAINING CURRICULUM:

Work with our facilitators to develop a training program that suits your organization's specific needs.

4 hours Analysis and Assessment
4 hours Course Development
3 hours class time
2 hours prep time
2 hours travel time*

Cost Estimate:**
\$3,750.00

6 hours Analysis and Assessment
4-7 hours class time
4-7 hours Course Development
2-3 hours preptime
2 hours travel time*
\$250.00 per hour

Cost Estimate:**
\$4,500.00-\$6,250.00

***For web-based training, travel time is not billed.** For in-person training, in addition to billing for time spent traveling, we also bill for mileage incurred during travel time. Mileage is charged at the current IRS Mileage Reimbursement Rate.

****This is just a cost estimate.** If a customized training program is requested, the total cost estimate per class will vary depending on the time required to design, prepare and present your organization's training program needs. LCLG's hourly rate for all training related services is **\$250.00**

CURRICULUM

Our existing workshops and training modules for both small and large groups include:

- Education and prevention of workplace harassment, discrimination and retaliation
- Diversity awareness and implicit bias training
- Jobsite professionalism, civility and anti-bullying for employees, management and apprentices
- Effective communication and conflict resolution skills
- Creative problem-solving and decision -making skills
- Inclusion practices and cultural competency skills in the building trades
- Duty of Fair Representation
- Picketing Line Dos and Don'ts
- Union ethics training
- Conducting a workplace investigation
- Washington Paid Sick Leave Statute
- Washington Paid Family Medical Leave and FMLA basics and advanced training
- Collective Bargaining basics and advanced training
- Post-Janus training
- Weingarten & Just Cause training
- Grievance, Gripe or ULP training

ABOUT US

Lemonidis Consulting & Law Group, PLLC provides quality legal representation, labor consulting and training services to labor organizations throughout the Pacific Northwest. The firm's clients include joint apprenticeship programs, Taft-Hartley trust funds, and labor organizations representing public and private sector workers, as well as public safety employees.

Training Competencies

Each organization is different. What we strive to provide is a customized and personalized training services to help your organization respond to and prevent workplace issues. We start with observing and assessing your specific training requirements. Our instruction and curriculum experts then design training programs to meet those needs. The key to our success? Our course developer, a seasoned labor lawyer with 13 years of experience, is also our firm's lead trainer. Our facilitators know the course materials inside out and once it's deployed in the classroom, they're the ones who can then directly modify it in response to your feedback and needs.

Our facilitators are skilled at working with a range of adult learning styles and they have experience facilitating large group workshops, as well as individualized one-on-one training sessions. The firm's workshops and training modules incorporate a wide variety of exercises that reinforce key concepts with engaging and interactive discussions designed to meet each client's training objectives.

Professional Experience

SaNni M-K Lemonidis is the founder and Managing Principal of LCLG. She has devoted her entire legal career to the labor movement and advancing the interests of labor organizations throughout the Pacific Northwest. In addition to her traditional labor law practice, Ms. Lemonidis leads the firm's education and training practice. She is a seasoned educator who has developed a wide range of training modules to help organizations of all sizes educate their officers, staff, shop stewards, business agents, apprentices and instructors on how to promote and sustain a discrimination and harassment free environment. SaNni enjoys partnering with union representatives, members, training agents and apprentices alike in interactive training that is directly applicable to the workplace or learning environment.

TERMS & CONDITIONS

WHAT WE PROVIDE:

- Analysis and assessment of your organization's needs
- Training and curriculum development
- All training materials
- Implementation and delivery of training program
- Evaluation of training program efficacy

All training materials developed remain the intellectual property of Lemonidis Consulting & Law Group, PLLC, to be used only under their approval and/or supervision.

WHAT YOU PROVIDE:

- Access to your staff and/or premises for on-site analysis and assessment session
- Training rooms as required, fully AV capable*
- Technological support in the form of computers, tablets, and internet access*
- Release time for students to complete their training

CANCELLATION AND MODIFICATION:

- Cancellation of all or part of a training program must take place at least two weeks prior to the commencement of the training.
- Any modifications to the agreed-upon training program must be approved in writing at least one week prior to the commencement of the training.

*Not required for web-based training.

