



Laura Henderson

laura@northcountyhr.com
<https://www.linkedin.com/in/flsaexemptexpert/>

Oceanside, California
760-390-7357

Summary

Seasoned Human Resources professional with 25+ years HR experience. Expertise in both Federal and California compliance. Subject matter expert on proper classification of exempt / nonexempt under both FLSA and California Wage orders. Heavy Human Resources compliance with a California focus. SHRM (Society of Human Resources Management) California Law HR Specialty Certificate as well as a BS and MBA degree. Exceptional communicator and report writer.

HR audits and compliance ■ Exempt / nonexempt expert (FLSA and CA Wage orders) ■ Employment decisions ■ I9 corrections and auditing ■ Employee handbooks ■ New hire and termination paperwork requirements Terminations ■ PTO plans vs. vacation sick ■ FMLA / CFRA / PFL ■ CA compliance expert

Experience

North County HR

2013 - Present

Owner / Consultant

Provide Human Resources services to 150+ small and medium companies. Work with clients with up to 1,600 employees on a retainer, hourly or project basis. Handle all HR functions on an outsourced basis.

- Complete exempt nonexempt analysis, setup new businesses with handbook, workers' compensation requirements, new hire packet, health insurance benefits and other essentials.
- Conduct *Human Resources Checkup* providing a summary of current human resources practices, including time off, new hires and recruiting, safety / workers comp, compensation and payroll, employee performance, employee relations and compliance and labor laws, and identify areas of concern.
- Subject Matter Expert on Federal and California HR compliance such as: Federal minimum exempt salary, CA and San Diego sick leave, CA and San Diego city minimum wage changes.
- Work as an outsourced, part time, senior level HR resource handling all Human Resources functions.

Cliniqa Corporation, A Bio-Techne Company

2006 – 2017

Human Resources Director

Manufacturer of high-quality antiserum, proteins, liquid controls, and calibrator products designed to improve the accuracy of diagnostic tests with \$26 Million dollars in sales. Responsible for all aspects of Human Resources.

- Complete overhaul in the benefits program resulting in improved coverage *and* savings of over 20%.
- Design and manage a cost reduction program which resulted in a savings of 110k in expenses.
- Institute a wellness program including: smoking cessation, flu shots, and annual health fair.
- Created a Hidden Paycheck document with customized data on benefits for each employee.

Delkin Devices

2001- 2006

Human Resources Director

A U.S. Manufacturer of flash memory for digital cameras and accessories with \$34 Million dollars in sales. Responsible for all aspects of Human Resources.

- Created a Sales commission structure which encourages sales at the highest levels of gross profit.
- Saved company and employees thousands of dollars in taxes by adopting a pretax section 125 plan for health insurance deductions.

Vons Grocery**1997- 2001***Human Resources Representative*

Responsible for two districts in San Diego and Imperial County including 39 stores and 3,500 employees. Responsibility included: Employee Relations / discrimination and harassment investigations, recruiting and promotions, interpret and advise store management on labor issues.

- Researched and recommended a new drug testing program with potential saving of over \$400K annually.
- Selected to conduct 8-hour diversity training sessions for Store Management and company executives.
- Created a unique recruiting and promotional program that was used as a blueprint in other districts.

Education

California Law HR Specialty Certificate**December 2018-January 2025**

SHRM (Society for Human Resource Management)

- Valid for 3 years. Certified in 12/18 and 1/22.

Master of Business Administration**May 2000**

University of San Diego

- Emphasis: International Business

Bachelor of Science, Business Administration**May 1995**

California State University San Marcos

- Emphasis: Service Sector Management
- Cum Laude

Teaching Experience

Educational Institute	Class taught	Start Date
University of Saint Katherine San Marcos, California	Management 320: HR and Talent Management	August 2020
National University San Diego, California	Performance Management and Motivation	October 2001

Professional Organizations and Volunteer Work

Organization	Role	Date
NCHRSD / North County HR San Diego	Secretary	1/18-12/19
NCHRSD / North County HR San Diego	Member	Current member
Carlsbad Chamber of Commerce	Member	Current member
Carlsbad Chamber of Commerce	Board member	1/20 to 12/22
Carlsbad Chamber of Commerce, Business Resource Committee	Committee Member	2016 / 2017
Carlsbad Chamber of Commerce, Business Resource Committee	Cochair	2017
Society of Human Resources Management (SHRM)	Member	Current member
California Chamber of commerce	Member	Current member

Presentations, Articles and Webinars

Title	Format	Organization	Collaborators	Date
1. Handling Employees' Emotional Reactions During Termination or Layoffs	Webinar	Lorman		April 8, 2022
2. The Outside Salesperson Exemption	Article	LinkedIn		July 2021
3. Exempt or nonexempt	Article	LinkedIn		July 2020
4. Human Resources Considerations / Covid 19	Webinar	Carlsbad Chamber	Jeremy King Ken Lewis	March 2020
5. Beating Your Unemployment Claim	Article	LinkedIn		February 2020
6. 7 tips to save you from employee lawsuits.	Live seminar	Carlsbad Chamber	Lou Storrow	June 2019
7. What's Your Wage Strategy?	Article	LinkedIn		January 2019
8. How can I offer alcohol at our holiday office party and make sure it doesn't get out of hand?	Article	LinkedIn		December 2018
9. Why California Businesses Should Consider Offering PTO	Article	LinkedIn		September 2018
10. My Prospective Employee Failed the Background Check - Now What?	Article	LinkedIn		September 2018
11. Your HR Director Is the Wrong Person to Conduct Your Sexual Harassment Training.	Article	LinkedIn		July 2018
12. Weed in the workplace	Live panel	NCHRSD	Chris Olmstead Dr. Randall Browning Janet Manetti Sarah Kalaei	April 2017
13. Employment Laws Affecting Your Business: Exempt nonexempt classification.	Live seminar	Carlsbad Chamber	Lou Storrow	November 2016

Relevant Subject Matter Training (attended)

Training Topic	Format / Provider	Date
How to handle a #metoo crisis	Civility Partners, Catherine Mattice Zundel	October 10, 2018

	Live, 1.5 hours	
Managing a Workforce in 2019	8 hour, live class	October 30, 2018
SHRM California Micro Credential Seminar	SHRM Live, 16 hours	December 3-4, 2018
2019 California Leave of Absence Laws Review and Update	Webinar, 1.5 Hours	May 1, 2019
Covid	Hixson Nagatani Webinar, 1.5 hours	March 27, 2020
5 is the New 50: A Crash Course on Compliance with the Expanded California Family Rights Act	Fisher Phillips, David Monks Webinar, 1.5 hours	October 22, 2020
OASP Roadshow (food service, hospitality and retail)	Department of Labor Webinar, 1.25 hours	June 30, 2020
How to Start, Build and Run a Successful Expert Witness Practice	Seak, James Mangravti Webinar, 17 hours of instruction.	July, 2020
Wage & Hour Law Master Class Overtime & Classification	Business Management Daily Recorded webinar	August 14, 2020
Navigating Difficult FMLA and ADA Issues in the Middle of a Pandemic	Littler (Jeff Nowak) Recorded webinar	December 15, 2020
Employee Classification Workshop: Exempt vs. non-exempt	Business Management Daily Webinar, 1.25 hours	December 18, 2020
2021 California Employment Law Update	Hixson Nagatani Webinar, 2 hours	January 22, 2021
A Guide to the New Cal/OSHA Emergency COVID-19 Regulations	State Compensation Insurance Fund Webinar, 1.5 hours	January 27, 2021
FLSA for Fire Departments	Firefighterovertime.org Bill Maccarone, Brian Massatt, Curtis Varone 24 hour live webinar.	February 9-12, 2021
Covid Prevention and Reporting in 2021	ADP Webinar, 1.5 hours	February 23, 2021
Common violations to avoid with exempt employees	Cal Chamber, Erika Frank Webinar 1 hour	March 26, 2021
SBA and US DOL Webinar: comprehensive overview of the FLSA's major provisions	U.S. Small Business Administration and the U.S. Department of Labor, Wage & Hour Division. Live webinar.	March 23, 2020
4 Day FLSA Academy	Liebert Cassidy Whitmore Webinar Peter J. Brown. 14 hour Live webinar.	March 10, 11, 17, 18, 2021
Typical Issues for Exempt Employees Working in California	ADP. Live Webcast (1 hour). Boyenger, Jacka, Sigman.	May 5, 2021

Exempt Employees: Understanding and Mastering the Changes for 2021 and Beyond.	Webcast / Get Up Educator. 1 hour.	June 15, 2021
Better understanding of the the latest CDC mask guidance	ADP: Webcast (1 hour). David Mohl.	June 17, 2021
Workplace Investigations Done Right	Webinar / Chris Olmsted, Ogletree Deakins. 1 hour.	July 15, 2021
California's Rules for Overtime, Makeup Time, and Reporting Time Pay	Webinar / California Chamber of Commerce, 1 hour.	August 20, 2021
I9 Form Review	Webinar / California Employers Association, 1 hour.	August 25, 2021
Overtime Violations Lurking in your Company: The Five Most Misclassified Jobs Under the FLSA.	Recorded webinar / Compliance HR. 1 hour. Lori Brown and Tammy McCutchen.	September 8, 2021
Exempt Employees: Taking the guess work out of identifying and paying them in 2021/2022	Recorded webinar / Course Ministry. 90 minutes, Janette Levey Frisch	November 11, 2021
Changes California Employers Need to Make by January 1, 2022	Webinar / Hixson Nagatani LLP, 60 minutes	November 16, 2021
Applying California Law to Employment Practices	Webinar. SHRM. Trisha Zulic. 16 hours.	December 6-7, 2021.
2022 California Employment Law Update	Webinar / Hixson Nagatani LLP, 2 hours.	January 12, 2022.
Determining Which Employees are Exempt under the Fair Labor Standards Act	TrainUp / Online, Susan Fahey Desmond.	February 8, 2022.
Ending Retaliation, Securing Racial and Economic Justice in the Workplace	Webinar with EEOC, DOL, NLRB.	February 24, 2022
Using the FLSA's Section 7(i) Exemption for Hospitality and Service Employees.	Webinar. Ogletree Deakins. Christopher Harmon, Victoria Vish. Ogletree and Deakins. 1 hour.	April 13, 2022
Betsy's briefings: Exempt or nonexempt, that is the question.	Webinar. Ogletree and Deakins. Betsy Johnson, Rodolfo Aguado. 1 hour.	April 21, 2022
Avoiding and Preventing FLSA Collective Actions and State Wage Class Actions	Webinar. Smith Amundsen. Lorman. Sara Zorich. 90 minutes.	May 6, 2022
Writing Job Descriptions	Webinar, Calvin House. 90 minutes.	August 25, 2022
Overtime rules: Exempt vs. Nonexempt	Webinar. California Restaurant Association, Bruno Katz, Wilson Elsner. 60 minutes	September 14, 2022
Employment Law Updates 2023	Seminar, California Chamber of commerce. 4.5 hours.	January 19, 2023
New Overtime Rules: Prepare Now for Compliance	Webinar, Business Management Daily, Jon Hyman. 1 hour 15 minutes.	January 20, 2023
2023 Employment Law Update	Webinar, Leyton Jones Law, 1.5 hours.	January 24, 2023

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