



Overview of Services

Payroll and Taxes
Workers' Compensation
Human Resources
Employee Benefits
Wellness
401(k) Retirement Plan
EPLI Overview
Recruitment Services

Joining IronRoad means building a partnership. We handle your employee administration, provide the benefits of group buying power and share in your liabilities; giving you the freedom and peace of mind to focus on running your business.

Focus on your core business

IronRoad provides comprehensive, full-service employee administration solutions with a team of certified, experienced professionals who are available to answer your questions and alleviate your and your employees' concerns. IronRoad puts time back in your day by processing payroll, filing federal, state and county taxes, including unemployment.

Payroll Execution and Reporting

- ✓ Payroll Checks, Direct Deposits, and Pay Cards
- ✓ Payroll Account Reconciliation
- ✓ Deductions, Garnishments, and Child Support Payments
- ✓ Detailed Payroll Reports (Sample Reports Available)

Tax Deposits and Filing

- ✓ Federal Withholding Tax Liabilities (941)
- ✓ Federal Unemployment Taxes (940)
- ✓ State Unemployment Taxes
- ✓ State Withholding Taxes
- ✓ Local, School District and County Taxes
- ✓ File and Mail W-2s and W-3s for Tax Returns and Federal Agencies (On Line Available)

Compliance

- ✓ Employment and Wage Verification
- ✓ Maintenance and Storage of Employee Files and Records
- ✓ Employee Classification for FLSA

Comprehensive Safety Strategy

At IronRoad, when we say “partnership,” we mean it. That’s why we take responsibility for your company’s compliance and reporting requirements and carry your risk and liability as our own.

Advantages

- ✓ Multiple Options including Independent IronRoad Pool and Group Retro
- ✓ Group Buying Power to Leverage your Workers' Compensation Premium
- ✓ Long-Term Cost Control

Workers' Compensation

- ✓ Claims management, tracking and processing
- ✓ Investigate all claims. Confirm no fraudulent activity exists
- ✓ Bill and submit all required Workers' Compensation liability to reporting agency
- ✓ Attend hearings held by the Ohio Industrial Commission and provide a full report on the claim progression as information is received. Legal representation will attend
- ✓ Work diligently with injured workers to initiate an expedient return to work
- ✓ Coordinate worker to enroll in a vocation program if returning to past position is not feasible
- ✓ Provide employer with specific direction as to what processes need to take place when an employee is injured.

Risk Management

- ✓ Provide a complete on-site assessment of work conditions
- ✓ Provide recommendations to build a safe work environment
- ✓ Provide documented general safety policies and procedures
- ✓ Make safety and risk training available upon request
- ✓ Provide OSHA compliance and educational recommendations

Tactical to Strategic Team Support

IronRoad will help you attract and retain the team you desire with a customized HR solution. Our team members diligently stay on top of the latest changes in laws and regulations to ensure your company's compliance and protect against costly penalties and fees.

Advantages

- ✓ Top-Notch Benefits – Affordable, Fortune-500 Benefits
- ✓ Workers' Compensation Claims – Multiple Solutions
- ✓ HR Services – Combining State-of-the-Art Technology with an Emphasis on the Personal Touch

Building Blocks

- ✓ HR Consulting – General HR Review of Organization
- ✓ HRIS Management and Employee Access
- ✓ Employee Benefits
- ✓ Open Enrollment and Benefit Plan Education
- ✓ Employee Onboarding
- ✓ Company Handbook and Job Descriptions
- ✓ Leave of Absence Administration
- ✓ Verification of Employment Administration
- ✓ Background Checks and Drug Tests – additional fees may apply
- ✓ Pre-Employment Drug Screenings – additional charge

Compliance and Protection

- ✓ Federal and State Employment Law Compliance
- ✓ I-9 Verification Administration / Storage
- ✓ Equal Employment Opportunity Reporting
- ✓ Wage and Hour (FLSA) Compliance
- ✓ DOL Compliance
- ✓ FMLA/LOA Management
- ✓ ADA Compliance
- ✓ Affordable Care Act (ACA) Compliance
- ✓ Unemployment Claims Administration and Management
- ✓ Employee Record Retention

Employee Relations

- ✓ Experts Available to Answer Questions, Offer Advice, and Coach You Through Sensitive, Complex, or Urgent Employee Situations
- ✓ Discipline and Termination Coaching
- ✓ Investigation, Facilitation, and Documentation

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Integrated Benefit Solutions

The buying power and long-term partnerships that are fostered with our strategic partners are some of the advantages with IronRoad employee benefit solutions. Due to benchmark management, our self-insured health care plan is statistically creditable, making your health care rates predictable year after year.

Advantages

- ✓ Group Buying Power – Not through a Consortium or an Association
- ✓ Self-Funded Pricing with Fully-Insured Plans
- ✓ Long-Term Cost Control
- ✓ Complete Administration

Services Offered

- ✓ Health Insurance – Various Plan Designs and Flexibility on Contribution Strategy
- ✓ Prescription Drug Card
- ✓ Group Life Insurance and AD&D
- ✓ Dental Insurance (UMR) and Vision Care (EyeMed)
- ✓ Short and Long Term Disability
- ✓ Guarantee Issued Term Life Insurance
- ✓ 401(k) through a Multiple Employer Plan (M.E.P.)
- ✓ Flexible Spending Accounts (F.S.A)

Employee Benefit Administration

- ✓ Recommendations for Employer to Choose Plans that Fit Their Employees
- ✓ HIPAA Compliance
- ✓ Administer a Dependent Care Reimbursement Plan
- ✓ FMLA—Family Medical Leave Act
- ✓ Track, Enroll, and Maintain Eligible Employees in Benefits Plan
- ✓ Administer COBRA

Healthy and engaged employees are your business advantage!

IronRoad focuses on building relationships with you and your employees, while improving their health and well-being.

Program outline:

- Participate in an on-site biometric screening at your workplace.
- All participating employees receive a FitBit wearable device.
- Review screening results with a Certified Health Coach.
- Set wellness goals. Stay accountable to them through engagement with your coach.
- Improve recruiting and retention with a world-class benefit portfolio.

Employees who don't get enough sleep are 32% less productive.

Let IronRoad tackle this!

Emotional Wellness



Improving emotional wellness can result in work performance improvements of 10-25%¹.

Occupational Wellness



Improving occupational wellness increases engagement at work. 70% of employees are disengaged at work, costing businesses \$5,200 per disengaged employee²!

Wellness Programs



Wellness programs show a 30% reduction in workers' compensation & disability management claims³.

Wellness Programs



The estimated cost savings per employee participating in a corporate wellness program is \$157 per year⁴.

Retirement Savings Plan

By joining the IronRoad Retirement Savings Plan, you can provide an outstanding plan, save money, and spend less time by not having the responsibility of administering the plan. Our offering provides our clients with a Multiple Employer Plan that utilizes group buying power to expand options and lower the costs of providing a retirement benefit plan.

Advantages

- ✓ Cost Savings
- ✓ Access to More Investment Choices
- ✓ Strong Participant Education Support
- ✓ Employee Retention and Recruitment

Client Benefits

- ✓ Annual Audit Completed
- ✓ The Individual Form 5500 Reporting is Completed
- ✓ Cost Savings on the Investments
- ✓ Minimal Plan Maintenance
- ✓ Flexible Plan Features, including Safe Harbor, Roth, and Profit Sharing
- ✓ Customizable 401(k) Plan Design Options Involving Eligibility, Matches, Vesting Schedules
- ✓ Lower Fund Expense Ratios
- ✓ Reduces Your Fiduciary Exposure and Risk
- ✓ Individual Wealth Management Coaching

Complete Administration

- ✓ Administrative Responsibilities Handled by a Team of Experts
- ✓ Employee Eligibility Tracking
- ✓ Distribution Processing
- ✓ Plan Compliance and Plan Testing
- ✓ Nondiscrimination Testing
- ✓ Annual Reporting
- ✓ Participant Enrollment/Education

Protection Against Claims and Lawsuits

An Employment Practices Liability Insurance (EPLI) policy offers insurance protection against claims and lawsuits that are brought against a business, its officers, directors, or its employees and managers. This policy generally covers charges in the following areas:

Advantages

- ✓ Internal and External Protection
- ✓ Employer of Choice
- ✓ Clarification around Employee Behavior

Discrimination

- ✓ Wrongful Termination, Discharge, or Demotion
- ✓ Denial of Tenure
- ✓ Modifications of Any Term/Condition of Employment
- ✓ Failure or Refusal to Hire, Refusal to Promote

Harassment

- ✓ Racial, Gender, Sexual Orientation, and Sexual Harassment
- ✓ Pregnancy
- ✓ Disability
- ✓ Age

Wrongful Employment Practices

- ✓ Violation of any Federal, State, Local or Common Law Prohibiting Employment Related Discrimination
- ✓ Misrepresentation
- ✓ Negligent Evaluation
- ✓ Wrongful Discipline or Deprivation or Career Opportunity
- ✓ Negligent Hiring or Supervision

All companies, regardless of size, should review their personnel policies as the first line of defense against both the number and severity of employment-related claims. EPLI coverage is another valuable tool in a comprehensive risk-management arsenal.

Recruiting

Finding and hiring qualified people can be a challenge. Do you have the right internal recruitment team to do it? Do you have the time to talk to candidates who don't measure up? Do you have a Recruitment Partner you can count on?

If you ask our clients what made them choose IronRoad, you're likely to get many different answers. One thing they agree on is that we deliver outstanding results!

Let us help you find the talent you need to be successful.

Permanent Staffing

- ✓ Direct/Hire Permanent Search Arrangements
 - Exclusive Contingency
 - Retained
- ✓ Flexible and customized recruiting solutions
- ✓ Assess the required skills and abilities
- ✓ Gain a deeper understanding of your company culture

Long Term Contract Staffing

- ✓ Contract and Contract-to-Hire services for project based or temporary searches
- ✓ Focus on providing highly skilled contract professionals to meet your critical and time sensitive technology projects.
- ✓ Ensure that your mission-critical roles are filled quickly and cost-effectively with quality professionals.

Volume / Seasonal Recruiting

- ✓ Place great candidates while avoiding high temporary staffing costs.
- ✓ Build qualified active candidate pools through targeted sourcing and recruitment strategies.
- ✓ Customized approach to each hiring project
- ✓ Focus on your immediate hiring needs to ensure optimum results

Recruitment Process Outsourcing (RPO)

- ✓ Meet hiring timelines without bringing on additional staff.
- ✓ Manage recruitment costs while continuously making progress toward hiring goals.
- ✓ Customized RPO services offer the flexibility to scale up or down quickly and efficiently
- ✓ On-site and off-site recruitment support including candidate sourcing, recruiting, scheduling and candidate tracking.