



The Human Resource People

## ***PRESS RELEASE***

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### **Is Your Business Ready for an FLSA Audit?**

**Bend, OR** (May 3, 2007) — It's never good news when the local wage and hour division official turns up at your business based on a worker's complaint. You can wind up mired in red tape and even on the hook for thousands of dollars in fines, even if you're doing your best to follow the regulations.

The Fair Labor Standards Act, or FLSA, sets the national standards for minimum wages, overtime pay, recordkeeping, and child labor. Small businesses need to pay attention to the FLSA guidelines as much as larger ones do. "You see the headlines about fines in the millions for large companies, but small companies also can face stiff fines if they do not comply," said Mike Freeman, President of Cardinal Services, Inc., based in Bend.

Cardinal Services is a professional employer organization, or PEO. Small and medium-sized businesses turn to PEOs to handle complicated human-resource chores – so much that they have become one of the fastest-growing service businesses in the country. They can also help small business owners comply with dozens of new wrinkles in laws such as the FLSA.

A regular internal wage and hour audit is important, according to Freeman "If you are too busy running your business and neglect your own internal audit, you could be in for a rude surprise." HE recommended that small businesses routinely review job descriptions and compare them to what the employees are actually doing. They should review their overtime calculations and understand that a government audit may look two years of company records. Businesses also need to know if their state labor laws differ from the FLSA requirements.

"I can understand that all of the nuances of wage and hour laws seem gargantuan to a small business," Freeman said. "That's why a professional employer organization could be a particularly valuable ally. Its professionals can conduct regular internal wage and hour audits and advise the business on any adjustments that should be made to comply with the federal, state and local laws."

Cardinal Services helps over 100 employers in the Bend area negotiate the growing thicket of employer regulations. For more information, contact Troy Neimann at 389-4259 ext. 2404

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Note to journalists: We're happy to talk to you about how we can help businesses comply with federal, state and local employment regulations, set up benefit plans, and advise them on worker safety and other workplace issues. As specialists in employment, we can be an excellent resource for you. We can introduce you to some of our customers, who must deal with these employment matters every day. You can learn more about PEOs by visiting [www.napeo.org](http://www.napeo.org), the Web site of the National Association of Professional Employer Organizations.

Cardinal Services helps small and mid sized businesses hire, manage and retain the best employees while minimizing costs. This company focuses on providing Human Resource Compliance, Workers Compensation and Risk Management, Employee

Benefits, and Payroll Administration, to reduce the everyday burden for small business owners, making it easier for them to spend time on what matters most; growing their business and increasing their profits. For 22 years, this family owned business and has been the Human Resource team for hundreds of local Oregon businesses. The end result? A more profitable business overall, and a long-term relationship with Oregon's most trusted Human Resource People.