



## Commitment

"We feel blessed with the customers we work with and the tremendous fun we have had creating the business."

## Mission o Vision o Values

**Mission:** Continental Labor and Staffing's mission is to provide our clients, employees, shareholders, and community with proactive, innovative, and quality staffing solutions.

**Vision:** Continental Labor and Staffing's vision is to be recognized as the leader in staffing in each community we serve by achieving excellence in safety, quality, and service.

**Values:** The culture of Continental Labor and Staffing is defined by our beliefs:

### Relationship Driven

Achieving aligned business partnerships with our clients and employees.  
Recruiting passionate, loyal, and career oriented team members.

### Commitment To Professional Excellence,

Promoting the value of teamwork through diversity, empowerment, creativity and collaboration.  
Developing Leaders by character and Managers by skill.  
Providing personal and professional growth opportunities.  
Sharing the belief that our people are our greatest assets.

### Commitment to Operational Excellence

Utilizing our resources to provide the highest quality staffing candidates to our business partners.  
Remaining flexible in service to meet the needs of our business partners.

### Honesty & Integrity

Maintaining the highest ethical standards in all business practices.  
Sustaining relationships through accountability, mutual respect, and discernment.

### Promoting The Value Of Safety

Understanding that the health and safety of our employees shall always remain the cornerstone of our business.  
Integrating culture, leadership, training, awareness, and recognition to promote safe behaviors.

### Flexibility & Innovation

Maintaining vigilance in continuous improvement.  
Focusing on sustainable, value added solutions for our business partners.  
Utilizing Lean business principles in pursuit of optimal quality and efficiency.

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# CONTINENTAL

LABOR & STAFFING RESOURCES

### Bakersfield

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### Ridgecrest

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### Paso Robles

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## this issue

National Staffing Employee Week **P.1**

HR Management Tips **P.2**

Empower Staffing Employee Safety **P.3**

Mission o Vision o Values **P.4**

## National Safety Council awards Continental with "Occupational Excellence Achievement Award"

Continental is a 2009 Recipient of the National Safety Council's "Occupational Excellence Award".

This award recognizes Companies that have incidents equal to or less than 50% of their industry average.

For more information visit [www.clsri.com](http://www.clsri.com)

## Cal-OSHA recognizes Continental's Safety commitment with their "Golden Gate Award"

This recognizes Continental's history and continued efforts in maintaining an efficient safety and health management system for our Employees & Clients.

For more information visit [www.clsri.com](http://www.clsri.com)

## Celebrating National Staffing Employee Week

*National Staffing Employee Week* honors and celebrates the Stars of our nation's work force: America's temporary employees.

Continental Labor and Staffing, along with staffing companies across the country are taking this week to celebrate *National Staffing Employee Week*. This week will provide staffing companies an opportunity to recognize the skills and contributions that temporary employees devote to the American workforce.

On behalf of Continental Labor and Staffing, we would like to show gratitude to all of our hard working and dedicated employees. All though there are many employees that deserve praise, I would like to recognize one individual in particular that has demonstrated superior working habits, while representing Continental out of our Visalia Office.

*Mr. Gregory Tune*

Congratulations Mr. Tune, you have been selected as Continental Labor & Staffing Resources, National Staffing Week Employee of the Year.

"An outstanding and dedicated employee, we have received compliments from all the clients regarding his work".  
Mayra Vega, Staffing Coordinator  
Visalia Office

"He is a Welder by trade and understands the importance of safety".  
Jose Perez, Director of Health and Safety

Let's remember to take a moment to recognize and thank those temporary employees that represent us and our business partners everyday!



## Staffing for Project Success

Through these times of drastic economic fluctuation, we continue to hear on certain key points that businesses need to refocus on in order to survive. In a previous article, we have mentioned on three points that we find the most important: flexibility, accessibility and predictability.

Being in the staffing industry during this time has been extremely rewarding on how we are able to, through creativity, help a company successfully staff for a project. We have seen an increase in clients that are in need of a work force, but only need them just to complete a certain job. With bank lending being as tough as it is these days, businesses that do primarily "project work" are the first to suffer. They need a work force to do the job, but fear that they don't have the funds to pay for the cost up front. Well, that's where a staffing agency like ours can help make it possible.

Continental Labor has had great success stories with recent clients that would've not been able to grow their business unless they were guaranteed flexibility on the length of job and work schedules, accessibility to be able to call in for experienced, safety trained laborers on a days notice, and predictability on what the expenses will be for them up front, no strings attached. The beauty of our company is that we are able to relieve the client from the at hand burden of worrying about managing the labor end of their business, and instead us do what we are trained to do in order to make this project a success. The client can now focus on growing their business, and we focus on making sure the job gets done. Once the project is completed, the client moves on to plan for the next project, and we take on all responsibility and handle all HR and follow ups with employees. Using a staffing agency like Continental Labor takes away the headache of the details of planning and successfully completing a project, and instead makes this whole process as simple as possible for the client.



## What first-time HR managers need to know about Staffing

### Understanding HR's role in today's modern business

Have you somehow been nominated for taking over the HR responsibilities of your organization and didn't even realize how or when it happened?

Don't be surprised. In times of economic challenges, minimizing overhead expenses is a natural process for businesses. With identifying the right person and implementing a lien HR process this can be a very cost effective move for any organization.

To make these types of changes successful, it's important to first identify what type of change is necessary and is best suited for your organization. In large to medium size companies, who tend to have large HR departments, with individual staff members handling separate functions of HR, the most common way to control such overhead is to do a reduction in staff, unfortunately resulting in a much longer job description for those who stayed.

In smaller companies this situation is usually handled by adding the HR responsibilities to another position of the company. We have all met these individuals; they are the Accounting Manager who handles HR or the IT person who is also the HR Manager. I personally commend all those individuals, they recognized the importance and value that HR provides and stepped up to the plate and accepted the responsibility, (or was unwilling nominated to do so) either way the job needs to get done.

To best understand with whom the HR responsibilities should be assigned too we need to first understand the roll HR plays in an organization.

*Human Resource's is the function within an organization that focuses on recruitment, staffing, management, and providing direction for the people who work in the organization. Such as, managing issues related to compensation, hiring, performance, organization development, safety, wellness, benefits, employee motivation, communication, administration, and training.*

If you are currently considering combining your HR position with another position within your organization or have already done so, please ask yourself the following questions; Does this individual...?

- Have a good understanding of the direction of the organization?
- Understand the different positions needed to recruit and hire for?

- Know how to lien out the processes and priority HR job duties?
- Have knowledge and ability to research laws relating to employment?
- Have strong communication skills both orally and in writing?
- Have strong people skills with the ability to discern opinion from fact?

Mismanagement of HR issues can cost your company time, money, staff, missed opportunities or even creative a drop in moral, all resulting in a reduction of productivity. If you did not answer YES to all the questions above, you may want to re-evaluate your options. Whether you are considering combining two positions or you are already a HR Manager by default, you may want to consider "outsourcing" as part of your lien HR process. Continental Labor and Staffing can provide you the flexibility to outsource your recruitment, staffing and managing of people, allowing you to focus on the growth and prosperity of your core business.

## This Month's Human Resource Tips

**Q: Do all employees separating from their employer automatically qualify for COBRA-ARRA Subsidy premium reductions?**

**A: NO!**  
Many of us are very aware of the health benefits provided under the Consolidated Omnibus Budget Reconciliation Act of 1985, commonly known as COBRA, but a more recent Act known as the American Recovery and Reinvestment Act of 2009 (ARRA) has put a hiccup in our day to day routine when it comes to COBRA. COBRA-ARRA provides eligible employees with premium reductions and additional election opportunities for health benefits. Eligible employees pay 35% of their COBRA premiums and the remaining 65% is initially paid by the employer and then reimbursed through tax credits.

What are the initial factors in determining eligibility for COBRA-ARRA Subsidy?



## Empower Staffing Employee Safety

When you speak with individuals about what Safety means to them, you tend to get several different, yet vague definitions. These answers vary by different influences and perceptions, i.e., leadership, management, staff, injured, witnessed or lucky. You hear phrases such as "Safety First", "Safety Programs" or "IIPP". What you don't hear are words like "We" and "I", words that represent personal investment and a team environment.

How do you transform Safety from a group of words and phrases into a culture? You start with one word; Empower. By definition, empower means, "to give or delegate power to." You empower people to create and maintain a safe working environment. You empower your team with tools, knowledge and support to work safely. You

Safety programs are designed with these goals in mind and many are sufficient at relaying the message that leadership and management want their staff to work without incident. The difference between a sufficient program and a successful culture is empowerment.

### "I Care About My Safety!"

When you spend time with a member of Continental's staff you understand that Safety is not a word, but part of our culture. Everyone is empowered with the ability to ensure they and their coworkers are safe. They are supported by a professional safety team and the organizations leadership. Whether you are on your first day of a temporary assignment or the President of CLSR, you are empowered to make a difference.

Empowerment is achieved through a series of events. When you apply, your safety training is part of the application. When you are interviewed, you are asked questions about your safety experiences. And when you attend any type of Safety training, the message is brought home, literally.

Our Safety team connects with each individual before they go into the field. They give them their cell phones and explain we are available 24 hours a day. They issue their PPE and review it's proper use and when it should be replaced. They review safety procedures and policies of ours and our clients. They take the time to connect with each person and show them why safety should be their top priority. Is this the beginning of a career for you? Are you working to provide for your family? Are you supplementing your retirement? Regardless of the reason, we all have a motive to go home at the end of our shifts. Our paychecks are not worth the loss of a limb, a disability or the loss of being able to hold and see the smiles of our children.

When a person finishes their first safety meeting with Continental our goal is for them to believe, "I care about my Safety!".

## EYE ON CLSR New Staff

Karen Aguirre is our newest addition to the CLSR Team. She joins us a Client Specialist in our Ridgecrest office.

Prior to joining Continental's team she lived in Japan & Australia where she taught school children how to speak English.

Karen has proven herself to be a quick study and has already started to make an impact on our Ridgecrest operations.

## RECOGNITION Safety Standouts

**Joe Brown**

Sauers Lopez Construction  
Recognized for his safety awareness and outstanding work performance.

*Tom Holiday, Safety Advisor*

**Kyler Nichols**

Shaefer Construction  
Demonstrated belief in Safety in the work environment.

*Jose Perez, Director of Health & Safety*

**Brian Smith**

Scientific Drilling  
Recognized for his continuing efforts in Safety on behalf of himself and the client.

*Heath Taylor, Safety Advisor*

Refer to <http://www.irs.gov/pub/irs-drop/n-09-27.pdf> for the notice providing guidance relating to section 3001 of the ARRA, Public Law 111-5, enacted February 17, 2009, relating to premium assistance for COBRA Continuation coverage.