AgSafe FOOD & FARMS

In ACTION

Keeping Farmworkers Safe & Healthy

January 2017

Ag Updates from President & CEO, Amy Wolfe MPPA, CFRE

Upcoming Changes for 2017

The start of a calendar year provides a perfect opportunity to measure past business performance as well as time to gear up for the coming months and create a solid foundations for growth, change and new projects. And just as many employees have made their New Year resolutions, companies can also use the start of 2017 as a benchmark for continued best practices when it comes to their human resources and safety plans and policies. AgSafe strongly encourages businesses to review and refresh their programs, ensuring they are up to date with new regulations and have the most current employment documents during this time of the year. Below are some of the most common employment forms and information pamphlets your company should be utilizing and providing to employees.

Click the following links to make sure you are up to date with the following information.

W-4 Form (Tax Withholdings)

I-9 Form (Employment Eligibility)

Notice to Employee (DLSE 2810.5)

MSPA Terms and Conditions of Employment (WH516-Seasonal Farmworker Employee Notice)

Workers' Compensation Time of Hire Packet

EDD (Employment Development Department) Paid Family Leave brochure (DE2511)

EDD For your Benefit: California's Unemployment Programs for the Unemployed (DE 2320)

EDD Disability Insurance Provisions (DE 2515)

EDD California Earned Income Notice (if you provide unemployment insurance)

DFEH(Department of Fair Employment and Housing) Anti-Discrimination and Harassment brochure

DFEH Pregnancy Leave brochure

DFEH Sexual Harassment Prevention brochure

New Minimum Wage Phase in Requirement 2017-2023 SB 3

Date	Minimum Wage for Employers with 25 Employees or Less	Minimum Wage for Employers with 26 Employees or More
January 1, 2017	$10.00/hour	$10.50/hour
January 1, 2018	$10.50/hour	$11.00/hour
January 1, 2019	$11.00/hour	$12.00/hour
January 1, 2020	$12.00/hour	$13.00/hour
January 1, 2021	$13.00/hour	$14.00/hour
January 1, 2022	$14.00/hour	$15.00/hour
January 1, 2023	$15.00/hour	

Frequently Asked Questions, please go to: http://www.dir.ca.gov/dlse/-FAQ_MinimumWage.htm

AgSafe FOOD & FARMS In ACTION

Educational Opportunities

2017 Upcoming Classes — Save the Date

Agricultural Laws & Regulations for Growers and Farm Labor Contractors

Classes February - May

February 28
ENGLISH/SPANISH
Monterey
Hyatt Regency Hotel and Spa

March 22
ENGLISH/SPANISH
Oxnard
Courtyard By Marriott

April 12
ENGLISH/SPANISH
Indio
Fantasy Springs Resort Casino

May 17
ENGLISH/SPANISH
Bakersfield
Kern County Farm Bureau

2017 Time Change: 7:00 a.m. - 5:00 p.m.
Registration is from 6:00 a.m. - 7:00 a.m.
Late arrivals will need to reschedule their course.

Members: $230 | $265 Late | $300 Onsite
Non-Members: $260 | $295 Late | $330 Onsite
Includes lunch and certificate
Late registration begins 10 business days prior to the date of the class.

To register, or see the complete 2017 schedule, visit www.agsafe.org or call 209-526-4400

Can't make the class? We've got the solution!
Contact the AgSafe office and we can bring the class to you at a time and date that works with your busy schedule.

Nut Safety School: Year Round Safety

In this workshop, we will identify hazards associated with equipment and practices during year round operations in orchard nut production. This includes equipment safety, irrigation and night work, and safely handling pesticides. This course will provide worker training that will result in year-round operating efficiency while promoting a safe work environment.

April 25
ENGLISH/SPANISH
Bakersfield

April 26
ENGLISH/SPANISH
Delano

April 27
ENGLISH/SPANISH
Fresno

May 2
ENGLISH/SPANISH
Modesto

May 3
ENGLISH/SPANISH
Chico

Reasonable Suspicion Workshops

This course will cover the elements of reasonable suspicion, including how to recognize and appropriately handle employees who exhibit signs of substance abuse. It is designed to equip supervisors with the tools necessary for determining whether or not reasonable suspicion exists and what to do when it is suspected.

Complementing the Reasonable Suspicion course, incident investigation will equip participants to conduct an effective investigation, which includes the types of questions to ask and how to handle confidential information and properly document the outcome.

April 13
ENGLISH/SPANISH
El Centro

June 6
ENGLISH/SPANISH
Santa Rosa

June 8
ENGLISH/SPANISH
Modesto

June 15
ENGLISH/SPANISH
Soledad

June 20
ENGLISH/SPANISH
Fresno

We are excited to be offering Food Safety Webinars

March 10	Water Quality
March 17	Environmental Program
March 24	Cleaning, Sanitation & Chemical Handling
April 7	Preventative Maintenance
April 21	Trace Back Including Mock Recalls
April 28	Food Defense
May 5	Document Control
May 19	Transportation, Storage and Delivery
May 26	Microbial Testing
June 2	Pest Control
June 16	Control of Physical Contamination
June 23	Supplier Approval Program

Got Questions? Want to Register?
Call Us 209.526.4400 | Email: safeinfo@agsafe.org
www.agsafe.org

Pesticide Safety Instructor Training Workshops

March 9	March 21	March 22	March 23	March 28	March 29	March 30
ENGLISH	SPANISH	ENGLISH	SPANISH	SPANISH	ENGLISH	SPANISH
Ventura	Santa Maria	Chico	Chico	Bakersfield	Tulare	Fresno
8:00 AM	8:00 AM	8:00 AM	8:00 AM	8:00 AM	8:00 AM	9:00 AM

Registration only available online. For details and to register, visit www.ipm.ucanr.edu/events
Got Questions? Please contact Maria Alfaro at (530) 750-1252 or via email at pesticidesafety@ucanr.edu

To Register for any of these classes
call us: 209-526-4400 | email us: safeinfo@agsafe.org | look us up online: www.agsafe.org

AgSafe FOOD & FARMS In ACTION

BUSINESS SERVICES

Human Resources and Labor

Sexual Harassment Prevention (AB1825/AB2053 Compliant)
Agency Inspection Protocol : Union Awareness
Hiring and Intake Process
I-9 Training | Incident Investigation
Reasonable Suspicion | Wage and Hour Overview
Payroll Processing: Timesheets, Breaks, and
Pay Day : Paid Sick Leave : Non-Productive Time
Hiring, Discipline, Motivation, and Termination

Food Safety

Food Safety Training | Food Safety Assessment
Food Safety Compliance Binders | Compliance Audits
Food Safety Program Development | Risk Analysis

General Safety

Effective Safety Training | Tractor Operator Safety
Forklift Operator Safety | ATV Operator Safety
Heat Illness Prevention | Night Harvest Safety
Hazard Communication | First Aid/CPR
Safety Health Laws and Regulations
Injury and Illness Prevention Program Development

Pesticide Safety

2018 Worker Protection Standard (EPA Approved)
Pesticide Handler: Instructor of Trainers
Compliance Binders
Decontamination Kits
Emergency Medical Care Posting Key Chains
Compliance Audits

Leadership and Development

Leadership Development: Effective Communication,
Motivation, and Discipline

Don't see what you're looking for?
Call us and we will work with you.

AgSafe works with employers individually providing a variety of services, we work with companies one-on-one and are able to customize programs to incorporate specific policies and procedures, as well as address trends unique to each business.

Member rates available
Please contact Rosie Cano at rosie@agsafe.org
209.526.4400 or safeinfo@agsafe.org for more information

AgSafe is a 501c3 Non-Profit Organization

Resources

Pesticide Decontamination Kits

Includes: Water, soap and single use towels for routine washing of hands and face, one clean change of coveralls and one pint of water for emergency eye flushing. **$80 member/$100 non-member**

Headquarter Compliance Binders

Includes-tabs for the following: Pesticide Permit, Pesticide use Reports, Application information Display, Emergency Medical Care. Training (A8 &A9), Respiratory Program, Medical Supervision Program, and Helpful Information.

$50 per binder
$100 per hour to assemble the binder

Emergency Medical Posting Keychains

Includes: Name and location of a facility where emergency medical care is available, as well as the name, address and telephone number of a facility able to provide emergency medical care.

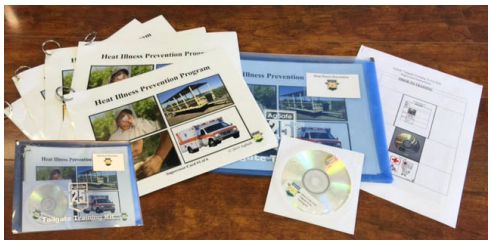
$5.00 each

TAILGATE TOOLKITS

AgSafe's Tailgate Training To Go Kits are the perfect safety training resource for on-site field training. Toolkits are available in both English and Spanish and include DVD training instructions, topic outlines and activity sheets.

TOPICS INCLUDE:

Farm First Aid, Heat Illness Prevention, Sexual Harassment Prevention, Tractor, ATV and Forklift Safety and many more.



Please visit www.agsafe.org to order

Employers are required by the State of California and the U.S. government to post a number of required notices on their business premises to inform employees of their legal rights, AgSafe has assembled all the posters, in English and Spanish into an easy to use and replicate binder.

GET YOUR POSTINGS BINDER TODAY!

Member: $300
Non-Member: $400

AgSafe FOOD & FARMS In ACTION

Membership Services

The Modesto Chamber of Commerce is excited to announce an exclusive partnership with AgSafe to launch the Seeds of Success (SOS) Employment Training Series. This series is designed to be a value added service to Modesto Chamber of Commerce members. Each month SOS will offer Chamber members and their employees with essential training topics in the areas of human resources and safety. AgSafe, a Modesto based nonprofit has been providing training and resources for employers in California for over 25 years serving nearly 75,000 individuals. They have been widely known for their commitment to infusing practitioner based training solutions for the industries' most pressing needs, assisting businesses to remain compliant, safe, and competitive. AgSafe is thrilled to partner with the Modesto Chamber and extend their expertise and knowledge to Modesto Chamber businesses.

Essential Elements of Hiring Webinar
March 16 | 12:00PM-1:00PM | $50

Course Length: 1 hour

You've hired a new employee, it's their first day of work, now what? Learn how to conduct new employee orientation, including what essential paperwork must be completed, what must be provided to the employee and how to effectively use an employee handbook.

Sexual Harassment Prevention – Supervisor Training
March 21 | 8:00AM-12:00PM | $75 | Chamber Office

Course Length: 2 hours

This course meets the California requirements of AB 2053, abusive conduct law, and AB 1825, which requires employers with 50 or more employees to provide two hours of training to all supervisory employees once every two years, and annually for Farm Labor Contractor supervisors.

Participants will be trained in the following topics:

- Informational discussion and practical guidance regarding federal and state regulations.
- Prohibitions, preventions, corrections, and remedies of sexual harassment and abusive conduct in the workplace.
- Identifying different forms of sexual harassment and discrimination.
- How supervisors should respond to various situations involving sexual harassment and abusive conduct.
- Requirements of an anti-sexual harassment and abusive conduct policies.
- Discussion regarding the complaint process, limited confidentiality, and appropriate workplace behavior.

Essential Elements of an Injury and Illness Prevention Program

Taught in conjunction with Sexual Harassment Prevention – Supervisor Training

Course Length: 2 hours

An Injury and Illness Prevention Program (IIPP) is the backbone of a company's safety program. The purpose of this workshop is to provide attendees with an understanding of the eight essential elements of an IIPP. The class will also provide general guidelines for developing, improving, implementing and maintaining your company's IIPP.

AgSafe FOOD & FARMS & MODESTO Chamber OF COMMERCE Presents

SOS Seeds of Success

◂Pointing You In The Right Direction▸

New Members

Adelaida Vineyard & Winery
Argo Labor Services, Inc.
Aztec Foreign Labor, Inc.
Bloemhof Ag Enterprises
Brassfield Estate Vineyard
Capax-Giddings, Corby, Hynes Insurance Agricultural Division
Chelsea Vineyards
Dalena Farms Inc.
David E. Gonzalez
El Campo Farms
Heredia Farm Labor
Kingsburg Orchards
Kleen Globe, Inc.
Modesto Irrigation District (MID)
Oosterman Orchard
Pacific Ag & Vineyard Inc.
RW Sales dba Meyer Ranch Vineyard Management
Tar and Company, LLC
Taylor Farms California, Inc.
Three Generations Harvesting LLC
Vista Pacific Labor Solution, Inc.

AgSafe offers four levels of company membership for agricultural production and processing businesses, as well as farm labor contractors, and an associate membership for those businesses that support this industry. Becoming a member immediately connects businesses to a broad network that shares AgSafe's commitment to keeping workers safe and healthy.

If you are interested in more information about becoming a member, visit us online at www.agsafe.org, or feel free to contact Bev Abarca at (209) 526-4400 or bev@agsafe.org.

CHAIRMAN'S CIRCLE

Partners in Safety

The Chairmen's Circle is comprised of individuals and businesses that share in AgSafe's mission, as well as the importance of leadership giving. The members of the Chairmen's Circle understand that their charitable gifts allow AgSafe to grow services, expand reach and do even more to equip the industry with the tools needed to keep this workforce safe and healthy.

Partners in Safety is a collaborative program connecting business with the common vision and core values of AgSafe. This partnership demonstrates an organization's commitment to protecting farm workers and in turn, support AgSafe's efforts to keep these dedicated men and women safe and healthy.

- Agriland Farming Co Inc
- AJ. Gallagher & Co. Insurance
- Andreini & Company/Modesto
- Badasci Tire
- Burroughs Family Orchards
- Cal Ag Resources, Inc.
- California Grower Foundation
- Central Valley Contracting, Inc.
- Cortina Vineyard Management
- Crop Production Services Inc.
- D & J Packing
- Dalena Farms
- Danmar, Inc.
- DLL Insurance Agency.
- Fetzer Vineyards
- FLC Administrators, Inc.
- Garroutte Farms Inc
- Green Leaf Farms Inc
- Hall Management Corp
- ICW Group
- J & G Contract Labor Inc.
- Justin Vineyards & Winery
- Labor Time, Inc.
- Lakeside Organic Gardens LLC
- M.A. Garcia Agri Labor, Inc.
- Newton Farms
- POM Wonderful
- Premium Packing Inc
- Ratto Bros Inc
- Red Dog Management
- Renteria Vineyard Management
- Scheid Vineyards
- Servin-Lopez Vineyard Management, Inc.
- Silverado Farming Company
- Terranova Ranch, Inc
- The Morning Star Company
- Vino Farms Inc
- Walsh Vineyards Management
- Western Growers Association
- Wonderful Citrus
- Wonderful Company
- Wonderful Orchards

If you are interested in supporting AgSafe's efforts throught the Chairmen's Circle or becoming a Partner in Safety, please contact Bev Abarca at 209.526.4400 or via email at bev@agsafe.org.