



The following resources are provided to you at no cost by The Richards Group

Mineral

Mineral is an integrated suite of HR knowledge, content, and training solutions. Download the app to get access on the go.

<u>Learn</u> More than 200 online training courses that ensure compliance, reduce risk and drive employee engagement. Plus an intuitive admin dashboard and robust reporting.	<u>Live</u> Certified HR experts answer questions, render advice and follow up with research to resolve issues. Accessible 8am – 7pm Central each business day
<u>Comply</u> Comprehensive resource center with all the forms, checklists and tools needed to maintain compliance	<u>Crunch</u> All the news and analysis HR professionals need to stay current and compliant with changing regulations

Mineral's dynamic tools, checklists, builders and guides enable rapid deployment of HR best practices across the entire organization.

- 50-State Employee Handbook Builder
- Q&A Database
- HR Audit Checklist
- Health Care Reform Checklist
- Job Description Builder
- Compliance Guidelines
- Performance Review Tool
- Employee Onboarding Checklist
- HR Compliance Checklist
- Salary Benchmarking
- Employee Termination Guidelines
- White Paper and Webinar Library

Login at <https://trustmineral.com/sign-in/>

Username: email | Password: If you do not have your password, please contact your TRG Account Manager and a link will be sent to generate a new password.



United Benefits Advisor Webinars, Benchmarking Survey, and Wellness Newsletters

Employer Webinar Series: Benefits Compliance & Labor Law webinars are held on the 2nd Tuesday of each month. Register each month and use discount code **UBA503EW** to access the webinar for free.

Workplace Webinar Series: Webinars on topics such as productivity, FMLA administration wellness, retirement savings, and EAPs, etc. Register each month and use discount code **UBA503** to access the webinar for free.

United Benefits Advisor Benchmarking Survey: Your TRG Account Management team benchmarks your medical plan designs and contributions against our book of business, national, regional, state, industry, and employee-size groups similar to yours.

Please contact your TRG account management team for the report.

Wellness Works Newsletters: The Richards Group distributes a monthly newsletter focused on employee well-being. It contains ideas for physical activity, healthy recipes, methods of mindfulness, and more. This is sent to HR to be distributed to your employees when convenient for you. Newsletters are also posted on the EBC.



The Richards Group gives your HR team access to Compliance Dashboard to help you comply with federal laws that regulate health & welfare benefits.

By raising overall awareness of health and welfare plan laws, Compliance Dashboard helps assure compliance, thereby reducing the risk of fines and legal action that can arise from noncompliance. It further minimizes an employer's potential liability by Establishing a reliable and verifiable compliance process and Maintaining reports and audit trails to document an employer's good-faith compliance efforts.

The federal laws that affect health and welfare plans are aggregated into one easy- to-navigate web site; saving countless hours of research and analysis. Even more time is saved through an automated compliance process that Sends a notification when it is time to perform a compliance task and Provides all of the relevant information and materials needed to complete the compliance task.

Compliance Dashboard is not a substitute for competent legal advice; however, it allows companies to identify specific areas where expert advice may be necessary. Focusing legal research and counsel on just those areas can reduce legal fees and increase the value of the information received.

Access the site here: <https://therichardsgrp.com/-compliance-dashboard>

Employee Benefit Center (EBC)

Your company portal provides employees easy access to Benefits and HR information, and is available online 24/7. Login information is specific to your organization and is the same company-wide. This is your one-stop shop for benefits information, carrier forms, carrier contact information, required compliance notices, and more.

Please contact your TRG account manager for the URL specific to your organization.

Benefits-At-A-Glance (BAAG)

This custom booklet designed by your TRG Account Management team shows current employees and prospective employees a glimpse of the benefits in place at your organization as well as contact information to refer to when questions arise. BAAGs are posted on the EBC, but professional bound hard copies are also provided by TRG for distribution to your employees.



GradFin offers personal consultations, live webinars, and in-house "town hall" meetings to educate employees and provide options for reducing their student debt. GradFin also refinances and consolidates employees' student loans through their lending platform made up of ten lenders to maximize the changes of the employee getting approved for a new loan with lower rates. Employees have access to this resource through the EBC.