



GENERAL BULLETIN

CONNECTICUT
BANKERS
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2023 - 074
November 17, 2023

SENT TO:

TO THE CHIEF EXECUTIVE OFFICER
OR INDIVIDUAL ADDRESSED

CEO, CEO+
Human Resources,
Associate Members

RE: Employment Legal Line Service

We are pleased to announce we will be entering our thirty-third year providing the Employment Legal Line Service to our member banks. Based on the experience of others who have participated in the service, we are certain that you will not find such a valuable service elsewhere at such a cost-effective rate.

EMPLOYMENT LEGAL LINE SERVICE

The Employment Legal Line Service provides participating member banks with telephone access to attorneys at the labor and employment law firm of Kainen, Escalera & McHale, P.C., who will be available to answer personnel and employee relations questions. There is one primary and several backup contact attorneys within the firm, each of whom practices employment law and will be responsible for fielding phone calls from CBA member bank participants. All attorneys will provide advice through the service under the guidance of Patrick J. McHale, a partner with Kainen, Escalera & McHale.

Employment attorneys are available Monday through Friday from 8:30 a.m. to 5:00 p.m. to speak with Legal Line Service participants. As in the past, we expect telephone response time to be less than twenty-four hours for non-emergency calls. If an immediate response is required, arrangements will be made to fulfill a member's needs as promptly as possible.

Generally, the Legal Line Service is intended to provide members with a quick response to discreet and relatively straight forward generalized questions pertaining to employment law matters (such as: What is the FMLA? Am I covered by CT's paid family and medical leave law? Do I have to prepare an affirmative action plan? Is discrimination based on gender identity unlawful in CT? etc.). Questions that require review and/or analysis of employee-related documents or legal research, or specific review of employee situations (such as "Can I fire this employee") are typically beyond the scope of this service. A sample list of Employment Legal Line topics has been included in this bulletin. Click [HERE](#) to see the List of Employment Legal Line Topics).

Please note that this is only a guideline to assist members in understanding the scope of services offered. If a situation arises that is not within the scope of the Employment Legal Line Service because more than a generalized response is needed, Kainen, Escalera & McHale attorneys will notify participants of their options at that time, which could include offering the participant the opportunity to enter individual client paid relationships with Kainen, Escalera & McHale, P.C. in order to receive any required legal advice.

Legal Line members will also receive Kainen, Escalera & McHale's periodic employment law updates on issues of special importance to members as part of this service, on an as needed basis. Each member that subscribes to the service will also receive the six-part Employment Law Audit Tool Kainen, Escalera & McHale has prepared to

help Connecticut employers identify and correct possible labor and employment law vulnerabilities before they become costly problems.

KAINEN, ESCALERA & MCHALE, P.C.

Kainen, Escalera & McHale, P.C. is a law firm that focuses its practice on private and public sector labor and employment law and litigation issues on behalf of employers. The firm’s partners each have at least 30 years of experience representing clients in labor and employment law matters.

Within their practice, the firm provides counseling and preventive services to assist managers and human resource professionals, as well as defense of lawsuits brought against employers in state and federal courts and matters before administrative agencies and arbitrators. The lawyers at Kainen, Escalera & McHale frequently speak and write on employment issues at programs and in publications produced by professional and business organizations in Connecticut. The firm is proud of its recognition on the first-tier rankings for management representation in employment law and labor law in the [U.S. News – Best Lawyers “Best Law Firms”](#) rankings in every year since the rankings began in 2010.

For more information, please visit the firm’s website at www.kemlaw.com or follow the firm on Facebook at www.facebook.com/kainenescaleramchale or on Twitter ([@kem_law](#)).

Although CBA handles the business aspects of the Employment Legal Line Service, Kainen, Escalera & McHale acts as counsel in responding to questions. All communications between Kainen, Escalera & McHale and member bank participants are confidential and protected by the attorney-client privilege.

FEE

The 2024 Employment Legal Line Service is available at \$600 for CBA member banks and associate members and \$960 for non-member banks. The registration fee covers the period of January 1, 2023 to December 31, 2024.

REGISTRATION

We encourage you to consider participating in the Employment Legal Line Service. To sign up, or if you have questions, kindly contact CBA’s Senior Vice president and General Counsel, Art Corey, at acorey@ctbank.com or 860-677-5060. Please note that banks may join this service at any time during the year for a pro-rated fee.

Once confirmed, an invoice and letter of explanation will be sent to you describing the Legal Line Service.

Sincerely,

ARTHUR T. COREY
Vice President and General Counsel



Attachment A

Employment Legal Line Service Sample List of Topics for Which Help of a General Nature Is Available

- 1) Employment Screening
 - a) contents of job applications
 - b) pre-employment testing and inquiries
 - c) medical exams and drug testing
 - d) background checks
- 2) Equal Employment Opportunity
 - a) affirmative action
 - b) employment discrimination claims
 - c) sexual harassment
- 3) Personnel Policies
 - a) performance reviews
 - b) wage/salary administration
 - c) compliance with laws and regulations
- 4) Problem Employees
 - a) illness, injuries and disabilities
 - b) drug and alcohol problems
- 5) Workers' Compensation
 - a) responding to claims
 - b) statutory requirements
- 6) Unemployment Compensation
 - a) contesting claims
 - b) grounds for disqualification
- 7) Wage and Hour Laws
 - a) minimum wage
 - b) overtime requirements and exemptions
 - c) child labor laws
- 8) Labor Relations
 - a) union organizing campaigns
 - b) management committees
- 9) Miscellaneous
 - a) health and safety
 - b) personnel files
 - c) privacy rights
 - d) family and medical leave requirements
 - e) other individual employee rights