

IN THE WORKPLACE

Human Resource Audits

We can provide a thorough audit of your employee policies, procedures and practices to assess your company's compliance with federal and state laws and regulations, determine opportunities for improvement, and advise you on best practices going forward.



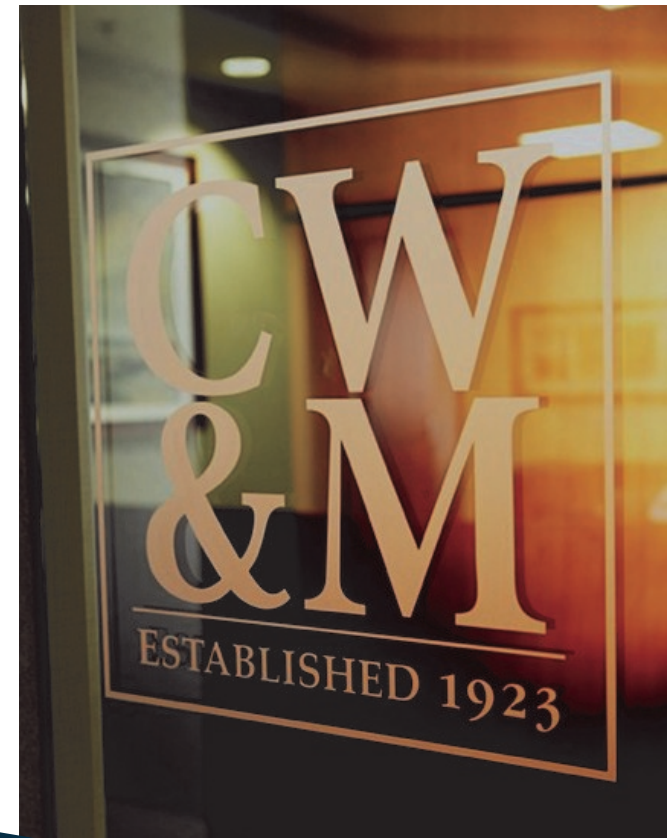
Employee Handbook

An employee handbook is an important tool for managing your employees and protecting your company against legal challenges. We can help you revise your current handbook or draft a new handbook customized for your company to provide guidance to employees and management and prevent potential problems.



CRENSHAW, WARE & MARTIN P.L.C.

150 West Main Street, Suite 1500
Norfolk, VA 23510-2111
T (757) 623-3000 ▪ F (757) 623-5735
www.cwm-law.com



Since 1923 Crenshaw, Ware & Martin has provided high quality and value-driven legal services to clients throughout Virginia and beyond. Offering expertise in a significant variety of legal disciplines, we are dedicated to achieving desired results promptly and at a reasonable cost. In our pursuit of excellence, we always recognize that our first responsibility is to the needs of the client and the client's legitimate objectives.

The firm serves clients of all sizes and types, from small business owners to Fortune 500 companies and government agencies.

EMPLOYMENT LAW GROUP

In order to succeed, a company must be able to properly manage one of its most valuable resources: its employees. Our Employment Law Group is committed to helping businesses comply with governing laws and regulations, anticipate and resolve workplace issues and respond to and defend against claims asserted by employees.

Employment law attorneys that work for your business.

The ability to recognize problems and create solutions before they become an emergency.

Compliance and Negotiation

The relationship between you and your employees is heavily regulated, both at the state and federal level, based on complex laws and significant judicial decisions. This is an ever-evolving field and we can assist you with the creation and implementation of policies and practices in keeping with the relevant laws and regulations and with drafting agreements that are both lawful and advantageous to your business.

Areas of focus:

- Employee policies and procedures
- Hiring and firing decisions
- Employment agreements
- Separation agreements
- Non-compete and non-solicitation provisions
- Federal and state laws
 - ◇ Title VII, ADA and ADEA
 - ◇ FLSA
 - ◇ FMLA
 - ◇ COBRA
 - ◇ WARN Act
 - ◇ USERRA

The expertise and ability to guide your business through an emergency.

Litigation

It isn't always possible to avoid litigation. When claims are asserted against your company, we have the breadth of experience and ability to handle difficult and complex employment law issues. We are capable of taking cases to trial where necessary and vigorously defending your company. Acknowledging that extensive litigation is not always in the best interest of your company, we are also highly skilled at negotiation and finding alternative solutions that are in your company's best interest.

Areas of focus:

- Employment discrimination and harassment
- Retaliation claims
- Overtime and other wage claims
- Reasonable accommodation
- Violations of restrictive covenants
- Wrongful termination claims

Elaine Inman Hogan

**Practice Group Chair
Employment Law Group**

ehogan@cwm-law.com
(757) 623-3000



Elaine Inman Hogan is a partner with Crenshaw, Ware & Martin, P.L.C. She serves as the Practice Group Chair for the firm's Employment Law Group. Ms. Hogan focuses her practice on assisting employers and management. She also handles a wide range of civil litigation and business disputes.

Ms. Hogan earned her B.A. degree, summa cum laude, from Old Dominion University in 1998 and her J.D., cum laude, from Georgetown University Law Center in 2002. She was selected to Virginia Super Lawyers "Rising Stars" in 2009, 2010, and 2013 and was a recipient of Virginia Legal Elite - Young Lawyer Under 40 in 2008.

