



SUMMER

OUR 50TH YEAR

CONTRA COSTA CHAPTER

APRIL 2013

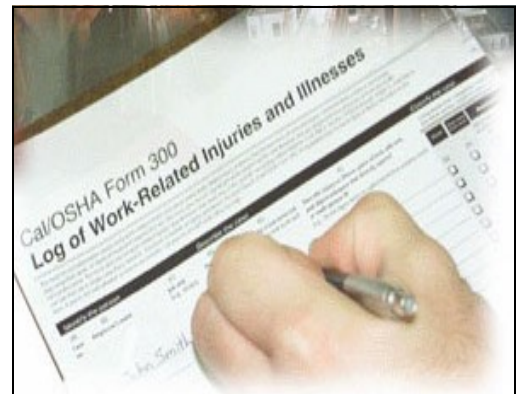
Reminder:

Post Summary of Injuries Through April 30

California law requires employers to post Form 300A from February 1 to April 30 of every year. It must be displayed in a conspicuous location where notices to employees are customarily posted. A copy of the “Summary” must also be made available to employees who move from worksite to worksite and employees who do not report to any fixed establishment on a regular basis. You must also keep it on file for a period of five years following the year to which it pertains. If your organization had ten (10) or fewer employees at all times during the last calendar year (peak employment) you are not required to keep records. The ten or more includes employment for the entire organization and temporary employees supervised on a day-to-day basis. For most of our NECA members, this means bargaining unit personnel and overhead staff. The information on Form 300A is summarized from your Form 300 and must be signed (certified) by the highest ranking company official working at the establishment.

New This Year

We have a new wrinkle to deal with this year, as Hershel Barton, Business Manager/Financial Secretary of IBEW Local 302, is requesting copies of the Cal/OSHA Form 300 and Cal/OSHA Form 301 from certain employers pursuant to [Section 14300.35](#) of the Labor Code. **Please visit the link and see what information needs to be redacted before your turn the information over** as the law on Form 301 is very specific. Because the Form 300 and Form 301 will be shared with the IBEW Safety Committee, we recommend redacting the columns indicated on the two pages in the following link ([click here](#)).

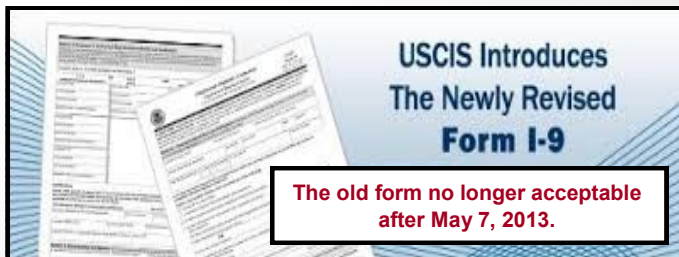


IBEW Local 302: Lowers Working Dues

Reminder:

Employers Signatory to the Inside Wireman Agreement

We want to remind you that the members of IBEW Local 302 voted to change their bylaws regarding Inside Wireman working dues . **Effective April 1, 2013 (Monday) you should modify your payroll system or outside payroll service to withhold 5% of their pay instead of 5-1/2%.** The Dues deduction is a deduction from pay and not employer contribution. The wage rates and fringe benefit contribution rates remain the same, but the employee's net pay will increase slightly and your remittance on the monthly fringe benefit transmittal will decrease by a like amount.



Employers should begin using a revised version of the I-9 employment verification form immediately, U.S. Citizenship and Immigration Services announced in a notice in the March 8 Federal Register.

USCIS noted that the revised I-9 does not need to be completed for existing employees who already have an I-9 on file, unless their employment eligibility needs to be verified. The agency cautioned that unnecessarily reverifying employees' employment eligibility could violate the anti-discrimination provision of the Immigration and Nationality Act.

The main changes to the newly revised I-9 are additional data fields, including the employee's foreign passport information (if applicable), telephone number, and email address; improved instructions; and a revised layout that expands the form to two pages instead of one, not counting the instructions and list of acceptable documents.

Employers must maintain I-9 forms for their employees as long as they work for the employer, and for the required retention period after the end of employment. That period is either three years after the date of hire or one year after the date employment ended, whichever is later.

Click on the link below to download the new I-9 form:

<http://www.uscis.gov/files/form/i-9.pdf>

Worlds Greatest Project Manager

Gary Thorne of Contra Costa Electric, Inc. Retires



Congratulations to Gary Thorne of Contra Costa Electric, Inc. on the occasion of his retirement last month. Gary is one of those success stories everyone loves: Somebody who started on the bottom rung asking for nothing more than a chance. He became a Vice-President of one of the most successful electrical contracting firms in the United States.

In typical Gary Thorne fashion, he has agreed to continue on with a number of Trusts and Committee's until volunteers step forward. An avid golfer, with lots of talent, we wish Gary and Nina all the best in their retirement.



Gary's departure begs an interesting question:

So, who is now the World's Greatest Project Manager?

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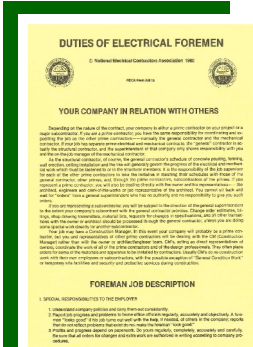
Twenty-nine participants came to see the infamous Dr. Awad Hanna's presentation "Managing Field Productivity to Improve the Bottom Line" March 22nd.



Judging by the reception he received, we will likely have him back this summer to present his program on "Quantifying, Presenting, and Negotiating the Cumulative Impact of Change Orders." Watch this newsletter for further details.

Use NECA's "Duties of Electrical Foreman"

... as the Backbone of Your Company Supervisor Manual



Many moons ago, our National Office developed a publication called "Duties of Electrical Foreman" which was originally intended for our members to give to their foreman on the day they received that title to let them know what was expected of them. This may be one of the most brilliant pieces of work that NECA has ever published. See for yourself by clicking on the following link "[Form AM19.](#)"

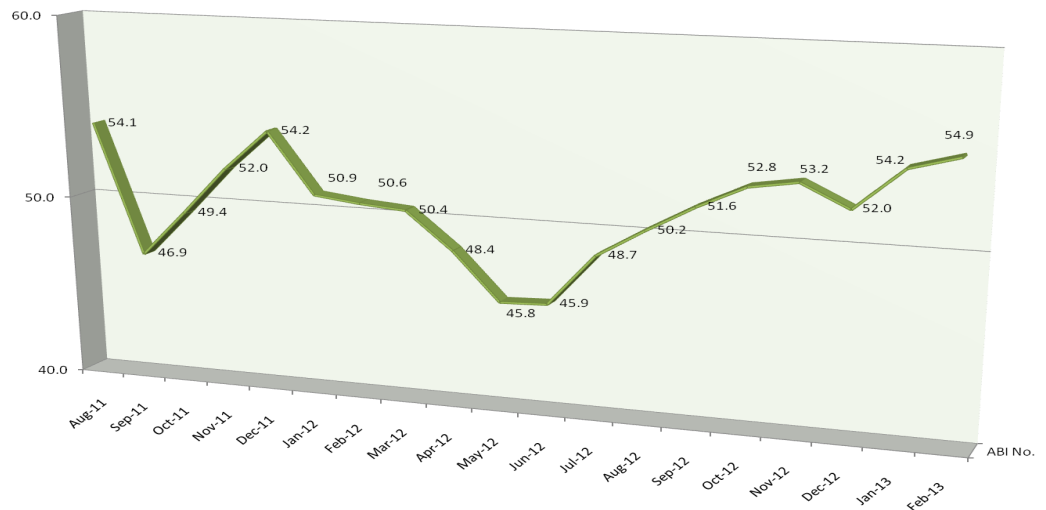
With all of the changes that have occurred in construction over the past thirty years, the publication is still spot on. Many of our long-time member firms have incorporated this form into their company procedure manual along with additional company-specific procedures and forms that they provide their assigned supervision. We suggest that you consider this also.

Form AM19 is Available at the Chapter Office.

ARCHITECTURAL BILLINGS INDEX

Seventh Consecutive Monthly Gain!

The American Institute of Architects (AIA) reported that the ABI Score for February 2013 was 54.9.



Any score above 50 indicates an increase in billings over the previous month.

SYNERGY
eLinks

Links from Page One Article

[California Law](#) [Section 14300.35](#) [Recommended Redacting](#)

[Revised I-9 Form](#)

[Form AM19](#)

[Personal Best](#)



April
Showers
Spring
May
Flowers

April 2013



Contra Costa Chapter
1024 Court Street
Martinez CA 94553
925-372-3222



Board of Directors

Casey Dias
Michael Dias
Rick Henry
Sean McPeak
Skip Stewart
Jim Szuch, Jr.
Ray Trebino
Randy Weber

Manager

Michael Geller

www.ccneca.org

Sun	Mon	Tue	Wed	Thur	Fri	Sat
		2	3	4 Electrical Code Sub: 10:30 a.m. Gen.: 11:45 a.m. ZioFraedo's Pleasant Hill, CA	5	6
7	8	9	10	11	12 Apprentice Testing Martinez Training Center @ 8:30 a.m. Industry Trust Prima's Restaurant Walnut Creek @ 11:45 p.m.	13
14-17				18 District IX Meeting Phoenix, AZ	19	20
21	22	23	24	25 NECA Board 4:30 p.m. Chapter 6:00 p.m. Location TBA	26	27
28	29	30	JATC Training Center Martinez 12:00 p.m.			