



ADAMS H.R. ENTERPRISES

CURRICULUM VITAE RICHARD L. ADAMS

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San Clemente, CA 92673

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EDUCATION: M.S. in Human Resources, 1975, California State University Long Beach

B.A. in Business Administration, 1967, Whittier College

CASE EXPERIENCE:

I have represented clients or given testimony in wrongful termination, age discrimination, race discrimination, sex discrimination, sex harassment, employment practices, safety, workers' compensation and Human Resources practices cases. Clients have come from a wide variety of industries including: manufacturing, electronics, computer, retail, hotel, food processing, printing, architecture, accounting, aircraft and scrap metal just to name a few.

The importance of my experience is far broader than the value of my knowledge as an expert witness. This is because my experience includes case preparation and client representation. Consequently, I am extremely helpful to attorneys in investigation as well as the development of pretrial strategy.

PROFESSIONAL EXPERIENCE:

1/77 - **ADAMS H. R. ENTERPRISES**
Current San Clemente, CA
President

Qualified in all aspects of the Human Resources profession. Specializes in providing clients the full breadth and depth of Human Resources expertise with a focus on reasonable compliance. Usually starts with a Human Resources audit, followed by a list of recommendations, project design and implementation.

Compliance subjects include: investigating claims, completing responses to agencies and representing clients at administrative hearings to include: EEOC, FEHC, Cal-OSHA, Unemployment, OFCCP and DOL. Also covers AAP, Benefits, Compensation, Employment, Personnel systems & forms, policies/handbooks, management training, Unemployment, Workers' Compensation and Safety programs.

I observed the need of the smaller employer for on-premises part-time professional Human Resources assistance back in 1976. Thus, R. L. Adams Enterprises, was started with the purpose of filling the gap left between the very smallest employers needing no Human Resources department and the larger companies that enjoy full-time, fully staffed Human Resources departments.

5/74 - **MEMORIAL HOSPITAL OF GARDENA**
12/76 Gardena, CA
Director of Personnel

Developed a complete personnel department in compliance with state and federal laws from the ground up. The department became an integral part of the organization. Supervised 3 H. R. personnel, 7 total. A few of the significant accomplishments include:

Negotiated more effective collective bargaining agreements with Service Employees International Union, Local 399 and American Federation of Guards, Local I.

Developed exempt and non-exempt compensation programs including job audits, evaluations, job descriptions, labor grade structures, merit reviews and performance appraisals.

Provided technical knowledge to management on employee relations, man-power planning and labor relations.

Guided the company toward a 25% reduction in workers' compensation claims.

8/70 - **MC DONNELL DOUGLAS ASTRONAUTICS COMPANY**

5/74 Huntington Beach, CA
Personnel Specialist

and

6/67 - Human Resources Specialist in support of professional, administrative and production
6/68 employees. Accomplishments include:

Acting Administrator of Personnel Center. Supervised from 2 to 5 professional and clerical employees during lengthy absence of Administrator.

Held over 200 second step grievance hearings with responsibility for investigation and written decisions.

Participated in contract negotiations with the International Association of Machinists and Aerospace Workers, Locals 720 and 1578.

SERVICE:

Early member of Forensic Consultants Association of Orange County

Founder, past President and current member of Association of Professional Consultants

Past Vice President of Kiwanis Club of Capistrano Valley

Speaker and mentor on the subject of retained consulting

Mentor to private parties on matters of life perspectives, priorities and success tools

PUBLICATIONS:

Author of: "The Supervisor's Dilemma" used in management training

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