

After the Conversation

Follow-Up Actions

Send written confirmation

Email them the details within 24 hours. Include their new hourly rate, effective date, and a reminder of what stays the same.

Check in after one week

Don't let them simmer. Schedule a brief follow-up to address any concerns that surfaced after they had time to process.

Monitor for disengagement

Watch for behavioral changes—withdrawal, reduced communication, job searching signals. Address immediately if you see them.

Document everything

Keep records of the conversation, their questions, your responses, and any agreements made about scheduling or compensation.

Red Flags That Require Immediate Action

- They mention updating their resume or LinkedIn
- They start asking about PTO payout policies
- They become noticeably quieter in team meetings
- They stop participating in long-term projects

If you see these signs: **Have another conversation immediately. Don't wait for your scheduled check-in.**

Need More Support?

Navigating California employment law changes can be complex. We're here to help you handle these conversations with confidence and maintain your team's trust.



[Get Expert HR Support: Visionova HR.](#) Compliance Made Simple

Source: California Labor Code Section 515, FLSA regulations, and recent DOL guidance.

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Consult with legal counsel or a qualified HR professional about your specific situation. Disclaimer: This guide provides general information and should not be considered legal advice.