Responsible Vendor Program Training (Now Available)

ELM is pleased to announce that we now offer ABC Board approved RVP Training. This instructor-led class is crafted to educate individuals on the secure serving and selling of alcoholic beverages. These classes are held weekly at both our Mobile and Summerdale offices. We are also available to do training classes at your location if needed.

ELM Client Price $20 per employee
Non-ELM client Price $30 per employee

Please contact Angel @ (251) 470-0700 or via email angel@elmnfo.com for more information

Servsafe (Now Available)

Servsafe stands as a food and safety training & certification initiative overseen by the U.S. National Restaurant Association. ELM's Servsafe Certification program is designed to train one or more of your managers to serve as a Food Safety Protection Manager whose purpose is to safeguard the public against instances of food-borne illnesses.

ELM Client Price $100 ($169 including optional study material)
Non-ELM Client Price $150 ($209 including optional study material)

For more information or to schedule a course, please contact Angel (251) 470-0700 or via email angel@elminfo.com.

Employee & Manager Training Courses (Now Available)

Employee/Manager Training classes on harassment are now offered at our Mobile office on the 1st Wednesday of each month. They are also offered in our Summerdale office on the 3rd Wednesday of the month. Please contact us to sign someone up for one of the set classes or let us know if you would like one of these classes to be held at your location.

We have also added **free** online training modules in various topics including:
- Harassment
- Professionalism
- Safety
- Other HR related topics

For more information or to schedule a course, please contact Angel (251) 470-0700 or via email angel@elminfo.com.

Applicant Tracking (Coming 4ᵗʰ Quarter 2025)

We are getting ready to release a fully customizable applicant tracking system that will walk you through the process of posting an open position on all the various internet job boards to attract suitable candidates, walking the candidates through your personalized hiring process, scheduling interviews and concluding with official job offer letters.

This new system will be available at 3 different service levels based on your company's needs:

Hero - $50 per month
- 3 active job postings to start, add more jobs for just $10 per job per month
- Job Posting & Syndication
- Custom workflows

Plus - $159 per month
- 200 active jobs to start
- AI-powered candidate matching
- Task automation & workflow helpers
- Reporting

Pro - $309 per month
- 200 active jobs to start
- Offer letter generator & eSignature Integration
- Custom reports builder
- Visual reporting

For more information, please contact Devery (251) 470-0700 or via email devery@elminfo.com

New Hire Self Started Onboarding (Coming 1ˢᵗ Quarter 2026)

Starting in the 1ˢᵗ Quarter 2026, all new hires will have the option of beginning their employee paperwork without ELM or the Client initiating the process. Basically, the new hire will simply log into the system, complete all their paperwork and upload all necessary documents. Once complete, an authorized representative will be notified that the new hire is finished so they can enter the new hire rate of pay and approve their I-9. For everyone that is tired of chasing new hires down for their driver's license, SS Card, voided check, etc., we will now be able to require the new hire to upload these documents before they can continue the onboarding process. The upload process will also be as simple as taking a picture and attaching the document.

We will still offer onboarding at our office locations, and you will still have the option of doing remote onboarding via email. This will just give you another option to expedite the process.

401 (k) (Coming by January 1, 2026)

Thanks to the growth in the ELM 401(k) plan, we are now able to negotiate better rates and better service that will make the cost go down for the participants and make the administrative work less labor intensive for the clients.

Even better than lower rates is the ability to link the 401(k) plan at the Investment Company (IC) to the payroll system. This will allow changes or transactions that occur with the IC to immediately process and update in the payroll system. For example, Employee A logs into the 401 (k) website and changes their deduction from 5% to 6%. The system will record that change, who made the change, when it was made and immediately change that in the payroll system. This will cut down on time delays and errors.

ELM App to provide direct access to employee or manager portal (Coming Soon)

Our payroll software company is deep in the process of designing an app that employees and managers can put on their phone for quick and easy access to the portal.