

Use HRP to Get Ready for a Major Shake-up in Overtime Rules: What You Need to Know About the FLSA Changes

The Fair Labor Standards Act (FLSA) is set for significant changes starting July 1, 2024. These adjustments will primarily affect the salary threshold for overtime eligibility. Initially, most salaried workers earning less than \$844 per week will qualify for overtime pay. This threshold will increase on January 1, 2025, to include those earning less than \$1,128 per week. This update will extend overtime protections to millions more workers, ensuring fair compensation for hours worked beyond the standard 40-hour workweek.

If you haven't designated employees as "exempt" from OT to comply with the FLSA regulations, you may do so quite efficiently in HRP. The default is "No" indicating "non-exempt". You need to only select the positions that are "exempt" to turn the "toggle" to "Yes" (i.e., green) to update the position and track your records accordingly. This designation flows to payroll (both GP & BC) for employees allocated to the respective positions updated.

1. Please select the Position from the Company Setup Menu

The screenshot shows the HRP dashboard for ABC123 Company (ABC123). The top navigation bar includes the ABC123 logo, HR Admin, Quick Links, and a user profile for Patrice Loisi. The main dashboard area features several charts and a central menu. The 'Company' menu is highlighted, and the 'Company Setup' sub-menu is open, showing various options like License, Memo, Note Type, Pay Grade, Pay Group, Pay Type, Position, Position/Org Change, Reason, Rate, Review, Review Question, Shift, Skill, Status, Termination Reason, Time Off, Union, and Worker Comp. A red arrow points to the 'Position' option in the 'Company Setup' menu.

2. Double click the row of the "exempt" position on the dashboard to view the record.

The screenshot shows the 'Position Types' table in the HRP system. The table has columns for Actions, Code, Title, Active, and Priority. The 'CEO' row is highlighted with a red checkmark, indicating it is the selected position.

Actions	Code	Title	Active	Priority
	ACCT	Accountant	No Yes	
	AS2RM	Assistant to the Regional Manager	No Yes	
	CEO	Chief Executive Officer	No Yes	
	CFO	Chief Financial Operator	No Yes	
	CSR	Customer Service Representative	No Yes	
	HQML	HR Manager	No Yes	

3. Since the default for positions is non-exempt (that is, the toggle is "No"), then you should only need to open the Exempt positions to click the toggle and turn "OT Exempt" to green and save changes.

Position Type: **CEO**

Company

Company: ABC123 Company (ABC123)

Type Info

Code: CEO

Title: Chief Executive Officer

Type Status

Active: ☐ No ☒ Yes

Budgeted: ☒ No ☐ Yes

Priority:

Additional Info

Dates

Approved Date:

Effective Date:

Closed Date:

Assignments

Pay Grade: S4 - Salary Pay Grade 4

EEO Class: Please Choose (represents BLANK)

Benefit Class: EX - Executive

Worker Comp Code: Please Choose (represents BLANK)

Other

FTE:

OT Exempt: ☐ No ☒ Yes

4. You can quickly “Save & Next Record” to make all of your designations at once pretty quickly.

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You are ready to comply and enjoy the journey!