

The AIR HANDLER

The official Newsletter of:



May 2016

OFFICERS 2016

President:

John Moore
Moore Air
513-772-3444

Vice President:

Bill Van Name
Jansen Heating & Air Cond.
513-561-4888

Secretary/ Treasurer:

Greg Gall
Rusk Heating & Cooling, Inc.
859-431-4040

Directors:

Kent Adams
Howard Adams Heatg & Air Cond.
513-821-2700

Josh Hauser
Hauser Heatg & Air Cond.
513-777-7979

Lana Hines
Schibi Heating & Cooling
513-385-3344

Jeremy Lee
Schneller Plbg, Heating & Air
513-753-3100

Jim Lohbeck
Crane Heating & Air Cond.
513-641-4700

Chris Tucker
Zimmer Heating & Cooling
513-521-9893



SPRING GATHERING

Night at Belterra Park
May 13, 2016

Details:

- **NEW SPOT** ~ We are moving out to a Track Side Tent. It will be up on the fence with our buffet and bar service inside the tent.
- Room is open from 3:00 - 7:30 pm.
- Dinner Buffett will be open from 5:00 - 7:00 - Salad, Fried Chicken, Beef, Mashed Potatoes, Mac & Cheese, Green Beans, Cole Slaw, Rolls and Assorted Desserts.
- Cash Bar
- You will get your \$10 Gaming voucher at Belterra. If you have a Player's card bring it with you and they will load it!

Summer Social Outing

Cincinnati Red's Game

New Area this year - Party Decks A & B

Friday, June 3rd / Fireworks Friday

7:10 p.m. game time

Cost: \$85.00 per person **Discounted to \$60.00 pp**

(ACCA GC picking up the difference for the 1st 4 attendees per company)

Less than 10 Tickets still Available!!!! Please call the office if you still want tickets to make sure they are not sold out!



Quote of the month:

"I do the very best I know how—the very best I can: and mean to keep doing so until the end. If the end brings me out all right, what is said against me won't amount to anything. If the end brings me out wrong, ten angels swearing I was right would make no difference."

- Abraham Lincoln

11020 SOUTHLAND ROAD, CINCINNATI, OHIO 45240

phone: 513-651-1161

fax: 513-742-8477

e-mail: jfrank@accgc.org

www.accgc.org

2016 CALENDAR OF EVENTS

MAY 13 Night at BELTERRA PARK
JUNE 3 RED'S OUTING
AUG 25 ANNUAL GOLF OUTING
Glenview Golf Course
10:00 am Shotgun

Extra 2016 "Red" Book Directories are available at the office.

ACCA GC ANNUAL GOLF OUTING

THURSDAY, AUGUST 25th
10:00 am Shotgun

GLENVIEW GOLF COURSE
Corner or Sharon Road & Springfield Pike

ATTN: Associate Members

The Committee will be contacting to register games on the course and for hole sponsorships starting in June. Registration will be in the June Newsletter.

ELECTRONIC INTERFERENCE

from Federated Insurance RISK MANAGEMENT CORNER

Grab a pencil and paper and make a list of everything important to you - who or what would you literally lay your life on the line to protect?

It's probably fair to say that all the special people in your world are at the top of your list. Did you include your cell phone or tablet? Tongue in cheek, would you "take a bullet" for your smartphone? Probably not. Yet, metaphorically speaking, that's exactly what people do when they use electronic devices while driving. A phone call or text becomes more important than their own life and the lives of others. Put bluntly, they are willing to possibly kill for or be killed by their distraction.

In news interviews with people who have survived a disaster, almost universally they express overwhelming relief that everyone is safe. In dire situations, it becomes clear that lives, not things, are what matters. You might have to look long and hard to find someone who says, "I'm so thankful my cell phone made it through safely!"

All joking aside, if electronics are interfering with your ability to focus on driving, perhaps it's time for a vivid reminder of what's important to you. Take your list and put it in your vehicle where you see it every time you climb behind the wheel. Then, turn off your electronics, put them out of reach, and drive to your destination safely.

Federated Insurance wants to know "**What is Important to You?**" and wants help you eliminate distracted driving at your business. We have employee training materials, risk management assessments, sample driving policies, partner and industry resources, and other tools available to help you and your employees avoid the destruction, litigation, regrets, and financial headaches resulting from a distracted driving-related crash.

To complement Federated's campaign against distracted driving, we encourage you to also visit the National Safety Council® website.* The NSC observes April as Distracted Driving Awareness Month, and wants to "empower you to put safety first and *Take Back Your Drive.*"

Those people on your list? They want you to make it home safely every day. And, so do we! Contact your local Federated marketing representative for more information, or log on to Federated's Shield Network® to find resources and materials.

This article is intended to provide general information and recommendations regarding risk prevention only. There is no guarantee that following these guidelines will result in reduced losses or eliminate any risks. This information may be subject to regulations and restrictions in your state and should not be considered legal advice. Qualified counsel should be sought regarding questions specific to your circumstances and applicable state laws. © 2016 Federated Mutual Insurance Company. All rights reserved.

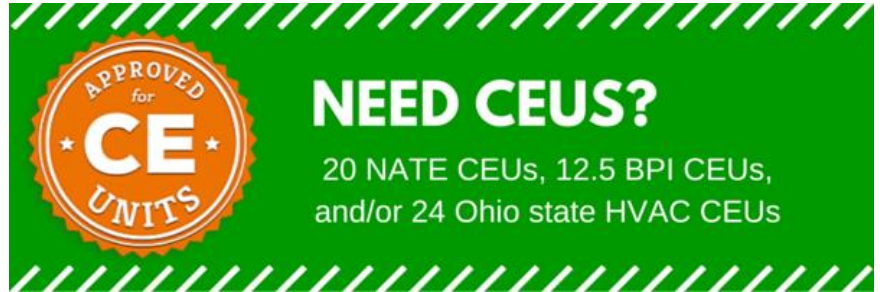




ACCO Industry Partners



CareWorks



Now is the perfect time to expand your knowledge by signing up for ACCA's [HVAC Residential Design for Quality Installation](#). **Classes are being offered May 10 - 12 in Dublin, OH.**

The HVAC Quality Installation (QI) standard requires an initial system design based on procedures developed by ACCA. When you understand proper load calculation and duct design, and you know how to use software the right way, this will ensure a quality system installation.

**Benefit of the Month
Ohio PAC 892**

Ohio PAC 892 is your Political Action Committee. ACCO and PHCC Ohio members unite to support the best qualified, pro-business candidates at the state level.

Changes in state law or regulations could be detrimental to your business and bottom line. Your contribution to the PAC is an investment in the future of our industry and one of the most affordable options for political involvement.

“16 in 16” Member Drive!

Our campaign will grow membership across the state as we reach out to prospective members.



News for your Business...

- > [Questioning, Listening to Close the Sale](#) by James Graening
- > [AHRI Releases February 2016 U.S. Heating and Cooling Equipment Shipment Data](#)
- > [Flowcharts Explained in Less Than 2 Minutes](#) by Steve Coscia
- > [4 things to keep in mind during an OSHA inspection](#)

Did you know... ACCO works with six affiliates that serve the indoor environment industry and HVACR contractors at the local level?

[ACCAC \(Akron/Canton\)](#)

[ACCCO \(Central Ohio\)](#)

[ACCGC \(Cincinnati\)](#)

[GCACCA \(Cleveland\)](#)

[DACHA \(Dayton\)](#)

NEOIMS (Northeast Ohio)

SUPPORT OUR ASSOCIATE MEMBERS

PLATINUM

COMMERCIAL SPECIALISTS

RANDY GRIMME
Ph: 513-921-2724

CORKEN STEEL PRODUCTS

ANDY BUCHER
Ph: 859-291-4664

FEDERATED INSURANCE

MARC BENSON -West
Ph: 513-478-8550
CALEB EASTHAM- Middle
Ph: 513-316-5735
JIM JACQUOT - East
Ph: 513-814-1522

HABEGGER CORPORATION

BRYANT DIVISION

BILL SCHMUTTE
Ph: 513-681-6313

HABEGGER CORPORATION

CARRIER DIVISION

CARLEY JAMIE
Ph: 513-612-4700

JOHNSTONE SUPPLY

MIKE GRIMME
Ph: 513-772-2665

LENNOX INDUSTRIES INC

SEAN KARDUX
Ph: 513-668-5462

TRANE

ELIZABETH LACKMAN
Ph: 859-468-0661

ANDREW BUCHER & CO. INC.

ANDY BUCHER, CPA
Ph: 513-347-3600

BLUE & CO. LLC

MICHAEL COMBS, CPA
Ph: 513-241-4507

BLUE ASH DESIGN / PRINT

SEAN DENNEDY
Ph: 513-891-0783

BUCHER SERVICES

GEOHERMAL DRILLING

BOB BOWMAN
Ph: 513-616-1582

CARR SUPPLY

RYAN KLATT / BRIAN SNELLING
Ph: 513-539-8421

CONTROLS & SHEET METAL

RICK SCHAIBLE
Ph: 513-721-3610

D & D METAL SUPPLY INC

RICHARD MERMAN
Ph: 513-272-1246

HI TECH DUCT CLEANING INC.

STEPHEN WLADYSH
Ph: 513-737-3200

PROGRESS SUPPLY INC.

STEVE WILSON
Ph: 513-681-3881

BRONZE

R.E. MICHEL CO. INC.

MARK SUCHER
Ph: 513-541-2444

RACO INDUSTRIES

DON MECH
Ph: 513-984-2101

ROBERTSON HEATING SUPPLY

JEFF BURKE
Ph: 513-563-2000

TRENT'S TIN SHOP

LISA TRENT
Ph: 513-481-0250

2-J SUPPLY CO

JENNY WILK
Ph: 513-541-7000

UNITED REFRIGERATION

DAVID BRAY
Ph: 513-591-0020

WEBER-HUFF INC.

BILL HOLLYDAY
Ph: 513-847-1911

WINSTEL CONTROLS

DAN JURKOWITZ
Ph: 513-251-4343

UPCOMING FALL MEMBERSHIP MEETINGS

- September 14, 2016 - Newport Aquarium Behind the Scenes Tour with Lunch at Hofbrauhaus
- October 12, 2016 - NCI - CO2 - place to be determined
- November 9, 2016 - TBA and Elections for 2017

HR QUESTION ? of the month



Remove a disciplinary write up from personnel files? When and how?

Question: An employee was written up for calling out sick but the employee had a doctor's note excusing them from work. What is the legal way to withdraw a write-up from an employee's file?

Response: Absent an employment contract, including a collective bargaining agreement, that addresses this issue, there is no federal or state law that governs here. If the employer has determined that it issued a disciplinary action in error, it has discretion to determine whether/how to handle such situation and should adhere to its policy and past practice in this situation. If this is the first situation of its kind, the employer can determine how to approach the issue but should be cognizant of the precedent being set so that it follows suit in any subsequent similar scenarios.

If the employer seeks to expunge the disciplinary action so that there is no record of it, such that the employee's file appears as though it was never issued, we are not aware of any reason why the employer cannot simply remove it from the file and dispose of it. If the employer wants to maintain a record of the write-up but does not want it to have any impact on the employee or the employment relationship, it can leave the write-up in the employee's personnel file and attach a note to it explaining that it has been effectively (though perhaps not physically) removed. The latter approach may be desirable if, for example, the employee did not provide proper notice in advance of the absence when he or she should have done so. In this situation, while the disciplinary action remains on file as evidence that the employee failed to adhere to company policy by providing proper notification of an excused absence, once he or she did so the employer can note that the write-up was effectively "removed" even though it physically remains in the file (again with an attached document to indicate the "withdrawal").

© 2014 Advisors Law Group, All Rights Reserved

To learn more about the [Federated Employment Practices Network®](#), contact your local [Federated Marketing Representative](#), or visit www.federatedinsurance.com.



The "HR Express Update" is provided by Enquiron®, a company wholly independent from Federated Insurance. Federated provides its clients access to this information through the Federated Employment Practices Network® with the understanding that neither Federated nor its employees provide legal or employment advice. As such, Federated does not warrant the accuracy, adequacy, or completeness of the information herein. This information may be subject to restrictions and regulations in your state. Consult with your independent professional advisors regarding your specific facts and circumstances.