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April 18, 2025

NOTICE OF LABOR CODE VIOLATIONS
CALIFORNIA LABOR CODE SECTIONS 2698 *et seq.*

VIA CERTIFIED U.S. MAIL
- Electronic Return Receipt -

**American Medical Response of
Southern California**
4400 Hwy 121, Suite 700
Lewisville, Texas 75056

American Medical Response, Inc.
4400 Hwy 121, Suite 700
Lewisville, Texas 75056

**American Medical Response of San
Diego, Inc.**
4400 Hwy 121, Suite 700
Lewisville, Texas 75056

- PAGA Notice & Filing Fee -
Submitted electronically to the Labor and
Workforce Development Agency

Dear LWDA Officer and Company Representatives:

This letter serves as written notice under Labor Code section 2699.3 on behalf of **CHEYENNE POST** (“Plaintiff(s)”) and all other “aggrieved employees” of the following “Defendant(s)”:

**AMERICAN MEDICAL RESPONSE OF SOUTHERN CALIFORNIA;
AMERICAN MEDICAL RESPONSE OF SAN DIEGO, INC.; AMERICAN
MEDICAL RESPONSE, INC.**

Defendant(s) shall mean and include the foregoing in addition to any other related employer entities, individuals under Labor Code sections 558 and 558.1, and all others who may be later added upon further investigation and discovery as liable employers.

This office serves as legal counsel for Plaintiff. If the California Labor and Workforce Development Agency (“LWDA”) does not investigate the facts, allegations, and violations set forth in this notice within the statutorily prescribed 65-day period under Labor Code section 2699.3, Plaintiff intends to commence a civil action against Defendants as a proxy and agent

of the State of California under the Private Attorneys General Act (“PAGA”). “PAGA allows an ‘aggrieved employee’—a person affected by at least one Labor Code violation committed by an employer—to pursue penalties for all the Labor Code violations committed by that employer.” *Huff v. Securitas Security Services USA, Inc.* (2018) 23 Cal.App.5th 745, 751; *Kim v. Reins International California, Inc.* (2020) 9 Cal.5th 73, 79. Plaintiff maintains standing to pursue these claims against Defendants as an aggrieved employee.

Through this notice, Plaintiff requests that Defendants complete an internal investigation and audit of the wage and hour and employment practices at issue and make a good faith effort to correct any violations. Plaintiff attempts to identify the non-compliant policies and practices affecting the aggrieved employees so that the parties may resolve the underlying damages and penalties in judgment or settlement approved by the Superior Court of California under Labor Code section 2699(s). Defendants are notified that any attempt to resolve this case should be conducted in coordination with Plaintiff’s counsel to protect the interests of Plaintiff, the aggrieved employees, and the State of California via the LWDA. Plaintiff advises Defendants this letter should be also considered a reasonable attempt at settlement of this matter, subject to an exchange of additional documents and information. *Graham v. Daimler Chrysler Corp.* (2004) 24 Cal.4th 553, 561.

- BACKGROUND -

Defendants employed Plaintiff during the PAGA Period in the position of Emergency Medical Technicians (EMT) from about January 2024 to Present. During their employment Plaintiff and the other aggrieved employees were subject to the wage and hour and employment protections set forth in the California Labor Code and IWC Wage Orders.

Through this notice, Plaintiff informs the LWDA of the Labor Code violations set forth herein. The “aggrieved employees” include Plaintiff and the following individuals:

All current and former non-exempt employees who worked for Defendants in the State of California during one-year period preceding the date of this notice through the current date and the date of trial in any pending action (the “aggrieved employees” and the “PAGA Period”).

Plaintiff reserves the right to expand or narrow the definition of the “aggrieved employees” in the forthcoming civil action. Furthermore, Plaintiff seeks all recoverable civil penalties for Defendants’ violations and reserves the right to supplement this notice as further investigation is completed and further facts, witnesses, and violations are uncovered.

- PAGA CLAIMS -

Unpaid Hours Worked/Minimum Wage Violation of Labor Code §§ 1194, 1197, 1198; IWC Wage Orders

Defendants violated Labor Code sections 1194, 1197, and 1198, along with the California Minimum Wage Order, the applicable local minimum wage ordinances, and the “Hours and Days of Work” and “Minimum Wages” sections of the applicable IWC Wage Orders with respect to the aggrieved employees.

Labor Code section 1194 renders it unlawful for an employee to receive less than the legal minimum wage for hours worked in California. Labor Code section 1197 further mandates that “[t]he minimum wage for employees fixed by the commission is the minimum wage to be paid to employees, and the payment of a lower wage than the minimum so fixed is unlawful.” Labor Code section 1198 renders “employment of any employee for longer hours than those fixed by the order or under conditions of labor prohibited by the [IWC Wage Orders]” unlawful. The California Minimum Wage Order and the applicable sections of the IWC Wage Orders further require payment of minimum wages for all hours worked. The “Minimum Wages” sections of the applicable IWC Wage Order provide that “[e]very employer shall pay to each employee, on the established payday for the period involved, not less than the applicable minimum wage for all hours worked in the payroll period, whether the remuneration is measured by time, piece, commission, or otherwise.” The foregoing California wage laws require payment of “not less than the applicable minimum wage *for all hours worked* in the payroll period” and California law does not allow averaging of pay over the hours worked in the pay period, even if the total pay results in an average above the minimum wage. *Armenta v. Osmose, Inc.* (2005) 135 Cal.App.3d 314, 324.

Defendants failed to pay Plaintiff and the aggrieved employees at the lawful minimum wage rate for all hours worked, resulting in unpaid minimum wages.

First, Defendants engaged in a pattern and practice of editing Plaintiff’s and, on information and belief, other aggrieved employees’ time records to reflect less hours than the hours actually worked. Plaintiff’s records show that her records were regularly edited. An illustrative example is shown below:

3/20/2024 8:03:00 AM	107.115.224.68	Workforce Central
3/20/2024 5:00:00 PM	10.155.166.220	Timecard Editor
3/21/2024 7:53:00 AM	107.115.224.68	Workforce Central
3/21/2024 5:00:00 PM	10.155.166.220	Timecard Editor
3/22/2024 7:59:00 AM	107.115.224.68	Workforce Central
3/22/2024 5:00:00 PM	10.155.166.220	Timecard Editor
3/23/2024 7:17:00 AM	76.238.228.38	Workforce Central
3/24/2024 8:00:00 AM	10.155.163.81	Timecard Editor
3/24/2024 8:01:00 AM	10.155.163.81	Timecard Editor
3/25/2024 8:22:00 AM	166.205.190.135	Workforce Central
3/27/2024 8:58:00 AM	107.115.224.5	Workforce Central
3/27/2024 3:52:00 PM	107.115.224.5	Workforce Central
3/29/2024 7:58:00 AM	76.238.228.38	Workforce Central
3/30/2024 8:00:00 AM	10.155.163.81	Timecard Editor
3/30/2024 8:01:00 AM	10.155.163.81	Timecard Editor
3/31/2024 7:44:00 AM	166.205.190.88	Workforce Central
3/31/2024 8:29:00 AM	166.205.190.88	Workforce Central
3/31/2024 8:00:00 PM	10.155.166.220	Timecard Editor
4/4/2024 7:51:00 AM	76.238.228.38	Workforce Central
4/10/2024 7:46:00 AM	76.238.228.38	Workforce Central
4/11/2024 8:00:00 AM	10.155.163.81	Timecard Editor
4/11/2024 8:01:00 AM	10.155.163.81	Timecard Editor
4/12/2024 8:02:00 AM	76.238.228.38	Workforce Central
4/14/2024 7:28:00 PM	108.147.175.86	Workforce Central
4/15/2024 8:49:00 AM	107.116.170.46	Workforce Central
4/15/2024 11:06:00 AM	107.116.170.46	Workforce Central

Extract of Plaintiff's Time Records

Plaintiff's records show several changes were made to her timecard. To the extent that these edits were made without Plaintiff's knowledge and authorization, and such edits resulted in Plaintiff being paid less than all hours worked, this resulted in unpaid minimum wages.

Second, Defendants engaged in an unlawful policy and practice of requiring off-the-clock work. For example, as an EMT, Plaintiff was often required to be "on call". However, Plaintiff was never paid for these on call hours. For example, during Plaintiff's on-call shifts, she would clock in Monday morning and then clock out on Wednesday. However, Plaintiff's time records are edited to reflect less hours worked as all 48 hours were not paid for. Moreover, if Plaintiff and the aggrieved employees do not explain to Defendants that they were underpaid, Defendants would never correct the underpayments. On information and belief, the other aggrieved employees experienced similar violations

As a result, Plaintiff may recover civil penalties as an individual and on behalf of the State of California and the aggrieved employees, up to the maximum amount allowed as set forth under the Labor Code.

Unpaid Overtime Violation of Labor Code §§ 510, 1194, 1198; IWC Wage Orders

Defendants violated Labor Code sections 510, 1194, and 1198, along with the “Hours and Days of Work” sections of the applicable IWC Wage Orders with respect to the aggrieved employees.

Labor Code section 510 requires “[a]ny work in excess of eight hours in one workday and any work in excess of 40 hours in any one workweek and the first eight hours worked on the seventh day of work in any one workweek shall be compensated at the rate of no less than one and one-half times the regular rate of pay for an employee;” and “any work in excess of 12 hours in one day shall be compensated at the rate of no less than twice the regular rate of pay for an employee;” and “any work in excess of eight hours on any seventh day of a workweek shall be compensated at the rate of no less than twice the regular rate of pay of an employee.” Labor Code section 1194 renders it unlawful for an employee to receive less than the legal overtime rate for overtime hours worked in California. Labor Code section 1198 renders “employment of any employee for longer hours than those fixed by the order or under conditions of labor prohibited by the [IWC Wage Orders]” unlawful. The IWC Wage Orders further require payment of overtime wages for all overtime hours worked, including the “Hours and Days of Work” sections.

Defendants failed to pay Plaintiff and the aggrieved employees overtime wages and the lawful rate of pay for overtime hours worked, resulting in unpaid overtime wages.

As discussed in the “Unpaid Hours Worked” section above, Defendants engaged in an unlawful policy and practice of editing Plaintiff’s and the aggrieved employees’ time records which resulted in unpaid off-the-clock work. To the extent this unlawful practice resulted in unpaid work over 8 hours in a day or 40 hours in a week, this resulted in unpaid overtime.

Additionally, Defendants failed to pay Plaintiff and the aggrieved employees overtime and doubletime wages at the lawful rate of pay for overtime and doubletime hours worked, resulting in unpaid overtime wages. Plaintiff seeks to recover for the corresponding overtime rate on behalf of the affected aggrieved employees. An illustrative example of this violation is shown below:

Day Worked	Week	Cost Center	Dept	Contract	Location	Job	Shift	Step	Diff	Pay Component	Hours Worked
2025-01-07	1	13635	520	0000	SAN DIEGO 8808 Balboa Ave Ste 150	10	2456	40	000	Regular	23.88
2025-01-09	1	13635	520	0000	SAN DIEGO 8808 Balboa Ave Ste 150	10	2456	40	000	Overtime	9.08
2025-01-09	1	13635	520	0000	SAN DIEGO 8808 Balboa Ave Ste 150	10	2456	40	000	Regular	16.12
2025-01-10	1	13635	520	0000	SAN DIEGO 8808 Balboa Ave Ste 150	10	2456	40	000	Overtime	24.10
											73.18
											Avg Rate 18.510
											OT Premium Hrs/Rate
											33.18
											DT Premium Hrs/Rate

2025-01-15	2	13635	520	0000	SAN DIEGO 8808 Balboa Ave Ste 150	10	1242	40	000	Regular	24.70	18.51
2025-01-16	2	13635	520	0000	SAN DIEGO 8808 Balboa Ave Ste 150	10	2456	40	000	Mandatory Holdover	0.00	20.74
2025-01-16	2	13635	520	0000	SAN DIEGO 8808 Balboa Ave Ste 150	10	1242	40	000	Overtime	20.20	18.51

Extract of Plaintiff's time records from 1/7/2025 – 1/16/2025.

Earnings							Employee Taxes					
Description	Dates	Hours	Rate	Amount	YTD Hours	YTD Amount						
Doubletime		0			0.02	0.84						
NF PTO		0			24	497.76						
Overtime	01/06/2025 - 01/12/2025	33.18	27.77	921.44								
Regular	01/06/2025 - 01/12/2025	40	18.51	740.41								
Group Term Life*	01/06/2025 - 01/19/2025	0	0	1.51	0	3.02						
NF Holdover	01/06/2025 - 01/19/2025	7	10.68	74.76								
NF Holdover	01/06/2025 - 01/19/2025	7	21.36	149.52								
NF Holdover	01/06/2025 - 01/19/2025	7	22.18	155.26	21	379.54						
Uniform Allowance	01/06/2025 - 01/19/2025	0	0	16.50	0	33.00						
Doubletime Unsch	01/13/2025 - 01/19/2025	0.68	49.04	33.36	0.71	34.62						
Doubletime XSHFT	01/13/2025 - 01/19/2025	0.07	22.18	3.45	0.07	3.45						
Mandatory Holdover	01/13/2025 - 01/19/2025	0	20.74	600.00	0	600.00						
Overtime Unsch	01/13/2025 - 01/19/2025	0.07	35.61	2.51	0.07	2.51						
Overtime XSHFT	01/13/2025 - 01/19/2025	11.93	35.61	424.83	11.93	424.83						
Overtime	01/13/2025 - 01/19/2025	20.2	31.94	645.20	69.78	2,078.85						
Regular Unsch	01/13/2025 - 01/19/2025	0.5	18.51	9.26	0.69	13.21						
Regular XSHFT	01/13/2025 - 01/19/2025	11.75	18.51	217.50	11.75	217.50						
Regular	01/13/2025 - 01/19/2025	27.75	18.51	513.66	130.61	2,557.80						
Train OT	01/13/2025 - 01/19/2025	6.88	34.79	239.36	6.88	239.36						
Earnings				4,748.53		7084.29						

Extract of Plaintiff's Wage Statement from the pay period 1/6/2025 – 1/19/2025.

During this pay period, Plaintiff's time records reflect that she worked well over 12 hours on 1/7/2026, 1/9/2025, 1/15/2025, and 1/16/2025. However Plaintiff wage statement during that pay period shows Plaintiff was only paid for 0.75 doubletime hours. Thus, Defendants failed to pay Plaintiff and, on information and belief, all overtime and double time wages at the correct rate of pay. Moreover, when Plaintiff and the aggrieved employees earned additional forms of remuneration such as "NF Holdover" pay and shift differentials, Defendants failed to factor that form of income into Plaintiff and the aggrieved employees overtime and doubletime rates. Resulting in the underpayment of wages.

As a result, Plaintiff may recover civil penalties as an individual and on behalf of the State of California and the aggrieved employees, up to the maximum amount allowed as set forth under the Labor Code.

Unpaid Paid Sick Leave Violation of Labor Code §§ 246 through 248.7

Defendants violated Labor Code sections 246 through 248.7 with respect to the aggrieved employees.

Labor Code section 246 requires employers to provide paid sick leave to its workforce on the terms set forth in the statute. Employers must comply with the accrual, use, and notice provisions of Labor Code sections 246, 246.5, 247, and must further ensure that they maintain the paid sick leave records required by Labor Code section 247.5. Employers have the option of providing 40 hours of paid sick leave to employees or to allow employees to accrue paid sick leave each pay period. If an employer chooses the accrual method, employees must accrue sick leave at a rate of one hour for every thirty hours worked in a given pay period as set forth

in Labor Code section 246(b)(1). Under the accrual method, employees must begin accruing paid sick leave at the commencement of employment.

Employers must pay sick leave in accordance with one of the three permissible methods provided in Labor Code section 246(l): (1) “the same manner as the regular rate of pay for the workweek;” (2) “by dividing the employee’s total wages, not including overtime premium pay, by the employee’s total hours worked in the full pay periods of the prior 90 days;” or (3) “for exempt employee ... in the same manner as the employer calculates wages for other forms of paid leave time.” Labor Code sections 248.6 and 248.7 similarly require paid sick leave to be paid at a regular rate-based calculation in excess of the base hourly rate and at the lawful accrual rate.

Under Labor Code section 246(i), employers must provide employees “with written notice of the amount of paid sick leave available ... for use on either the employee’s itemized wage statement ... or in a separate writing provided on the designated pay date with the employee’s payment of wages.”

Defendants failed to comply with California’s paid sick leave laws with respect to the aggrieved employees. Because Defendants failed to pay for and record all of Plaintiff and other aggrieved employees’ working hours, Defendants failed to credit them with all of the sick leave hours they actually accrued.

Additionally, each time Plaintiff and the aggrieved employees worked off-the-clock that resulted in unpaid overtime, the overtime hours were not accounted for when calculating an employee’s accrued paid sick leave. Therefore, Plaintiff and other aggrieved employees were not awarded the total accrued sick leave time they had earned. An illustrative example of this violation is shown below:

Earnings							Employee Taxes	
Description	Dates	Hours	Rate	Amount	YTD Hours	YTD Amount		
Doubletime Unsch		0			1.75	70.93		
Doubletime XSHFT		0			0.75	30.55		
Doubletime		0			0.25	9.93		
NF Holiday		0			28.75	257.63		
Regular XSHFT		0			35.25	607.85		
Train DT		0			5.25	201.66		
Overtime Unsch	03/18/2024 - 03/24/2024	0.25	33.66	8.42	0.5	15.93		
Overtime	03/18/2024 - 03/24/2024	47	33.66	1,582.02				
Regular Unsch	03/18/2024 - 03/24/2024	0.75	22.74	17.06	4.25	62.05		
Regular	03/18/2024 - 03/24/2024	1	22.74	22.74				
Train OT	03/18/2024 - 03/24/2024	3	31.66	94.98	67.75	1,072.50		
Train Reg	03/18/2024 - 03/24/2024	38.25	20.74	793.31				
NF Holdover	03/18/2024 - 03/31/2024	7	20.74	145.18	7	145.18		
NF Retro Sep Chec	03/18/2024 - 03/31/2024	0	0	422.47	0	422.47		
Uniform Allowance	03/18/2024 - 03/31/2024	0	0	16.50	0	33.00		
Mandatory Holdover	03/25/2024 - 03/31/2024	0	20.74	200.00	0	200.00		
Overtime XSHFT	03/25/2024 - 03/31/2024	11.5	33.35	383.53	23.5	752.29		
Overtime	03/25/2024 - 03/31/2024	14.5	35.35	512.58	81.5	2,871.97		
Regular	03/25/2024 - 03/31/2024	33.25	22.74	756.11	74	1,463.10		
Train Reg	03/25/2024 - 03/31/2024	6.75	20.74	140.00	259	4,762.95		
Earnings				5,094.90		13750.029999		
Post Tax Deductions								
Description						Amount	YTD	
Union Dues						15.00	90.00	
Post Tax Deductions						15.00	90.00	
Taxable Wages								

Extract from Plaintiff's wage statement for the pay period of 3/18/2024 to 3/31/2024.

Here, Plaintiff worked over 60 hours during the period of 03/18/2024 to 03/31/2024. However, Defendants failed to provide Plaintiff with any of the sick leave she accrued.

Moreover, Defendants failed to pay sick leave at the "regular rate of pay." Plaintiff and the aggrieved employees earned sick pay in the same pay period they earned bonuses and other non-excludable remuneration, and Defendants underpaid those wages due to the regular rate violations addressed above. Specifically, Defendants did not pay the aggrieved employees sick leave "in the same manner as the regular rate of pay for the workweek in which the employee uses paid sick leave, whether or not the employee actually worked overtime in that workweek," as the regular rate should have included bonuses, shift differentials, and all other forms of additional nonexcludable remuneration.

As a result, Plaintiff may recover civil penalties as an individual and on behalf of the State of California and the aggrieved employees, up to the maximum amount allowed as set forth under the Labor Code.

Unpaid Meal Period Premium Wages **Violation of Labor Code §§ 226.7, 512, 1198; IWC Wage Orders**

Defendants violated Labor Code sections 226.7, 512, and 1198, along with the related sections of the IWC Wage Orders with respect to the aggrieved employees.

Labor Code section 512 and the IWC Wage Orders require that employers provide an uninterrupted 30-minute meal period after no more than five hours of work and a second meal period after no more than 10 hours of work. *See Brinker Restaurant Corp. v. Superior Court* (2012) 53 Cal.4th 1004, 1049. Labor Code section 226.7 requires that if a meal period is late, missed, short, or interrupted, the employer must pay one additional hour of pay at the employee's "regular rate" of compensation. *Ferra v. Loews Hollywood Hotel, LLC* (2021) 11 Cal.5th 858, 862 ("We hold that the terms are synonymous: "regular rate of compensation" under section 226.7(c), like "regular rate of pay" under section 510(a), encompasses all nondiscretionary payments, not just hourly wages"). "[T]ime records showing noncompliant meal periods raise a rebuttable presumption of meal period violations, including at the summary judgment stage." *Donohue v. AMN Services, LLC* (2021) 11 Cal.5th 58, 61. Labor Code section 1198 renders "employment of any employee for longer hours than those fixed by the order or under conditions of labor prohibited by the [IWC Wage Orders]" unlawful. The IWC Wage Orders, including Section 11 (Meal Periods), further require one uninterrupted 30-minute meal period after no more than five hours of work and a second meal period after no more than 10 hours of work and an additional hour of pay at the employee's regular rate of compensation for each workday that a compliant meal period is not provided. Pursuant to Section 11(A) of the IWC Wage Orders, the California Supreme Court has held that the on-duty meal period exception is "exceedingly narrow" and applies only when (1) "the nature of the work prevents the employee from being relieved of all duty" and (2) *both* "the employer and employee have agreed, in writing, to the on-duty meal period." *Augustus v. AMB Security Services, Inc.* (2016) 2 Cal.5th 257, 266-276 (emphasis added). If these two requirements are not met, then the employer owes the employee one hour of premium pay for each non-compliant meal period taken under the purported on-duty meal arrangement. *Naranjo v. Spectrum Security Services, Inc.* (2019) 40 Cal.5th 444, 459.

Plaintiff and the aggrieved employees often experienced missed, late, short, and interrupted meal periods in order to keep up with the high demands of the job and as a result of understaffing. For example, when Plaintiff and the aggrieved employees worked on-call shifts, they did not take all of their compliant meal periods. Defendants required Plaintiff and other aggrieved employees to sign an unlawful Meal Period Waiver that waived their first and second meal breaks when they were scheduled for a 24-hour or more shift.

When Defendants did not provide compliant meal periods, Defendants failed to pay Plaintiff and other aggrieved employees a meal period premium in violation of Labor Code section 226.7. To the extent Defendants ever paid a meal period premium, such premiums were underpaid as they were not paid at the regular rate of compensation.

As a result, Plaintiff may recover civil penalties as an individual and on behalf of the State of California and the aggrieved employees, up to the maximum amount allowed as set forth under the Labor Code.

Unpaid Rest Period Premium Wages
Violation of Labor Code §§ 226.7, 516, 1198; IWC Wage Orders

Defendants violated Labor Code sections 226.7, 516, and 1198, and the related sections of the IWC Wage Orders with respect to Plaintiff and the aggrieved employees.

Labor Code sections 226.7 and 516 and the IWC Wage Orders require that employers authorize and permit an uninterrupted 10-minute rest period for each four-hour period (or major fraction thereof) that an employee works. Labor Code section 226.7 requires that if a rest period is non-compliant, the employer must pay one additional hour of pay at the employee's "regular rate" of compensation. *Ferra v. Loews Hollywood Hotel, LLC* (2021) 11 Cal.5th 858, 862 ("We hold that the terms are synonymous: "regular rate of compensation" under section 226.7(c), like "regular rate of pay" under section 510(a), encompasses all nondiscretionary payments, not just hourly wages"). Labor Code section 1198 renders "employment of any employee for longer hours than those fixed by the order or under conditions of labor prohibited by the [IWC Wage Orders]" unlawful. The IWC Wage Orders, including Section 12 (Rest Periods), further require one uninterrupted 10-minute rest period for each four-hour period (or major fraction thereof) worked and an additional hour of pay at the employee's regular rate of compensation for each workday that a compliant rest period is not authorized or permitted.

Defendants failed to provide all rest periods to which Plaintiff and the aggrieved employees were entitled. For the same reasons Plaintiff and the aggrieved employees experienced non-compliant meal periods, like understaffing and the pressure to keep up with the high demands of the job, they also experienced non-complaint rest periods.

When Defendants did not provide compliant rest periods, Defendants failed to pay Plaintiff and other aggrieved employees a rest period premium in violation of Labor Code section 226.7. To the extent Defendants ever paid a rest period premium, Defendants violated Labor Code section 226.7 because such premiums were not paid at the regular rate of compensation to aggrieved employees, which would have factored in commissions, bonuses, and other forms of remuneration.

As a result, Plaintiff may recover civil penalties as an individual and on behalf of the State of California and the aggrieved employees, up to the maximum amount allowed as set forth under the Labor Code.

Untimely Payment of Wages During Employment
Violation of Labor Code §§ 204, 204b, 210

Defendants violated Labor Code sections 204 and/or 204b and 210, as applicable, with respect to Plaintiff and the aggrieved employees.

Labor Code section 204(a) requires payment of “all wages” for non-exempt employees at least twice each calendar month. Labor Code section 204(d) states all wages due must be paid “not more than seven calendar days following the close of the payroll period.” Labor Code section 204b applies to employees paid on a weekly basis and also requires the payment for all labor within the required pay periods. Labor Code section 210 provides “every person who fails to pay the wages of an employee as provided in Section ... 204 ... shall be subject to a civil penalty” of \$100 for an initial violation and \$200 plus 25% of the amount unlawfully withheld for a subsequent violation.

Because Defendants failed to pay all wages and premiums in each pay period in which such wages were earned at the lawful rate, Defendants violated Labor Code section 204 and/or 204b (for weekly employees, as applicable). Defendants violated Labor Code sections 204 and 204b by failing to pay all wages and premiums owed on the regular pay days scheduled each pay period within seven calendar days of the close of the payroll period, as a result of the policies and practices set forth in this notice. Indeed, Defendants failed to pay all regular, overtime, premiums sick leave, and other earnings on time each payday.

As a result, Plaintiff may recover civil penalties as an individual and on behalf of the State of California and the aggrieved employees, up to the maximum amount allowed as set forth under the Labor Code.

Untimely Payment of Wages Upon Separation of Employment **Violation of Labor Code §§ 201, 202, 203, 256**

Defendants violated Labor Code sections 201, 202, and 203 with respect to the aggrieved employees by failing to pay all wages and premiums owed upon termination of employment.

Labor Code section 201 requires that if an employer fires an employee, the wages must be paid immediately. Labor Code section 202 requires that if an employee quits without providing 72 hours’ notice, his or her wages must be paid no later than 72 hours thereafter. Labor Code section 202 states that if an employee provides 72 hours’ notice, the final wages are payable upon his or her final day of employment. Labor Code section 203 requires an employer who fails to comply with Labor Code sections 201 or 202 to pay a waiting time penalty for each employee, up to a period of 30 days additional compensation.

Defendants failed to pay all wages and premiums owed to aggrieved employees during their employment as set forth in this notice, and also failed to timely pay those amounts to departing employees upon separation of employment. Defendants did not pay waiting time penalties for the late payments. As a result, Defendants violated Labor Code sections 201, 202, and 203.

As a result, Plaintiff may recover civil penalties as an individual and on behalf of the State of California and the aggrieved employees, up to the maximum amount allowed as set forth under the Labor Code.

Non-Compliant Wage Statements
Violation of Labor Code §§ 226, 226.3

Defendants violated Labor Code sections 226(a) and 226.3 with respect to the aggrieved employees by failing to furnish itemized wage statements each pay period that accurately list all information required by Labor Code section 226(a)(1) through (9).

Labor Code section 226(a) requires an employer to furnish wage statements to employees semimonthly or at the time of each payment of wages, “an accurate itemized statement in writing showing:” (1) gross wages earned, (2) total hours worked, (3) the number of piece rate units earned and applicable piece-rate in effect, (4) all deductions, (5) net wages earned, (6) the inclusive dates of the pay period, (7) the name of the employee and last four digits of SSN or an EIN, (8) the name and address of the legal name of the employer, and (9) all applicable hourly rates in effect during the pay period and the number of hours worked at each hourly rate by the employee.

Defendants failed to provide accurate itemized wage statements to the aggrieved employees each pay period as a result of the policies and practices set forth in this notice. Defendants violated Labor Code section 226(a)(1) and (5) by not listing the correct “gross wages earned” or “net wages earned,” as the employees earned wages and premiums that were not paid, resulting in an inaccurate reflection, and recording of “gross wages earned” on those wage statements. Likewise, in violation of Labor Code section 226(a)(9), Defendants failed to state on employee wage statements each pay period the applicable hourly rates in effect and the number of hours worked at that rate, as Defendants failed to pay all wages and premiums owed to employees. The amounts stated are instead depreciated and underpaid, resulting in an inaccurate reflection on the pay stub.

Defendants violated Labor Code section 226(a)(2) by failing to accurately list employees’ “total hours worked,” as the wage statements did not accurately include the uncompensated time plaintiff and other aggrieved employees worked due to Defendant’s policy and practice of requiring off-the-clock work.

Plaintiff and other aggrieved employees cannot promptly and easily determine from the wage statement alone the wages paid or earned without reference to other documents or information. Indeed, these wage statement violations are significant because they sow confusion among Plaintiff and other aggrieved employees with respect to what amounts were owed and paid, at what rates, the number of hours worked, and how those amounts were or should be calculated. The wage statements reflect a false statement of earnings and concealed the underlying problems and underpayments of employee wages.

As a result, Plaintiff may recover civil penalties as an individual and on behalf of the State of California and the aggrieved employees, up to the maximum amount allowed as set forth under the Labor Code.

Failure to Maintain Accurate Records
Violation of Labor Code § 1174; IWC Wage Orders

Defendants violated Labor Code sections 1174 and the IWC Wage Orders by failing to maintain accurate employee payroll records with respect to Plaintiff and other aggrieved employees.

Labor Code section 1174 requires that employers maintain accurate “payroll records showing the hours worked daily by and the wages paid to, and the number of piece-rate units earned by and any applicable piece rate paid to, employees employed at the respective plants or establishments.” Section 7(A) of the IWC Wage Orders, which may be enforced through Labor Code section 1198, mandates similar recordkeeping obligations.

Because of the policies and practices set forth in this notice, including the failure to accurately account for wages earned or hours worked, Defendants failed to accurately maintain records in accordance with Labor Code section 1174 and the IWC Wage Orders.

As a result, Plaintiff may recover civil penalties as an individual and on behalf of the State of California and the aggrieved employees, up to the maximum amount allowed as set forth under the Labor Code.

Attorneys’ Fees and Costs
Labor Code § 2699(k)(1)

Plaintiff has been compelled to retain the services of counsel to protect the interests of other aggrieved employees and the State of California. Plaintiff continues to incur attorneys’ fees and costs, which are recoverable under California law, including Labor Code section 2699(k)(1).

- LITIGATION HOLD NOTICE -

This letter imposes a duty upon all defendants and their respective employees, officers, directors, executives, attorneys, human resource and payroll personnel, accountants, and other agents to preserve all physical and electronic evidence, including electronically stored information and emails, which relate to the employment of Plaintiff and the aggrieved employees specified in this notice. Evidence includes, but is not limited to, Defendants’ written employment and payroll policies and handbooks; the aggrieved employees’ personnel files and payroll records, such as paystubs, time records, wage statements, compensation reports, as well as the underlying electronically data in Excel or similar format. Memoranda and internal and external correspondence relating to the subject matter of this notice shall also be maintained. Failure to preserve and retain relevant evidence may constitute spoliation of evidence and result in an adverse inference or sanctions.

If you have any questions regarding the scope of your obligations to preserve evidence, please consult your legal counsel and always err on the side of caution. Periodic or regularly scheduled purges or deletions of information covered by this hold must be suspended immediately.

- CONCLUSION -

If the LWDA does not pursue enforcement, Plaintiff intends to bring representative claims on behalf of the State of California and the aggrieved employees seeking civil penalties for violations of the Labor Code and the IWC Wage Orders, along with attorneys' fees, costs, interest, and other appropriate relief.

Please advise if the LWDA intends to investigate any of the factual or legal allegations set forth in this notice. Defendants may contact Plaintiff's counsel with any questions regarding this letter or the forthcoming lawsuit.

Sincerely,



Xavier L. Woodford

Cc Plaintiff Cheyenne Post

HR Contact : Nicole.Semar@gmr.net