



This edition of the Hardt, Stern, and Kayne P.C. Newsletter is brought to you by Madison Castleberry, our new associate. Before joining HSK, she spent several years working at a law firm that specialized in Employment Law.

If you have any questions, you can reach Madison at [mcastleberry@hsklaw.com](mailto:mcastleberry@hsklaw.com) or 847-597-2138.

If you have questions about any employment matters, call **Bret Rappaport**, who for more than three decades has worked with clients on employment law matters at 847-597-2151.

- Employers should post appropriate signage to indicate which areas of the workplace are private and restricted to employees-only.
- If ICE officers visit your workplace, ask to see a copy of a signed judicial warrant, which will be signed by a U.S. District Court or State Court judge. ICE may attempt to provide an administrative warrant instead of a judicial warrant, so be sure to ask to see a copy of the warrant they are providing.

## AI POLICIES IN THE WORKPLACE

AI is rapidly evolving and increasingly being used in the workplace. Implementing an AI policy outlining the purpose and scope of AI usage in the workplace can help minimize potential risk.

- AI tools may not be appropriate for every situation. Consider who should use AI tools and what job functions employees may use AI for to ensure appropriate AI usage in the workplace.
- Confidential or proprietary information entered into public AI tools can risk data security and privacy. Prohibiting the input of customer or third-party vendor information into public AI programs can reduce the risk of a data breach.
- Articulating clear guidelines and training employees on appropriate AI use reduces inaccuracies while increasing efficiency.
- A policy should be customized to your business and included in your handbook. Call Bret or Madison for more information, and to discuss updating your handbook

## ICE: WHAT TO KNOW

Employers should create a written response plan and designate a point of contact to communicate with officers if ICE shows up at the workplace.

- ICE is not required to have a warrant to enter public areas of a business, such as a parking lot or space open to the public. To enter a private area of a business, ICE must have either a judicial warrant signed by a judge or permission from the business to enter.