#### **SPROUT FILM FESTIVAL**

03/31/2017 — 9AM, 12PM, 7PM — 1825 E Elliot Rd, Tempe, AZ 85284 Celebrating the lives and creativity of individuals with intellectual and developmental disabilities through art and film.

# HOLIDAYS

New Year's Day—01/01 Martin Luther King Jr Day—01/16

## **OTHER HOLIDAYS**

Inauguration Day—01/20 National Hugging Day—01/22 Lunar New Year—01/28

## ANNIVERSARIES

Toni Burdolski—7 years Michelle Comeau—5 years Anastasia Ndii—5 years Brenda Esson—3 years Tyler McDaniels—1 year David Banaszek—1 year Christopher Mckenzie—1 year

#### **REFERRAL BONUS**

Chandler /Gilbert Arc employees will receive a bonus for each new hire referred to and hired by Chandler/Gilbert Arc. After the referred new hire completes training, the employee will receive \$100. Once the new hire has been employed for 6 months, the employee will earn an additional \$200.

Note: All bonuses are contingent upon the employee's continual employment with Chandler/Gilbert Arc at time of payout.



#### **Notes from HR**

Now that we have received the first paycheck of 2017, please review your paystub! Are your deductions correct? Do you need to make adjustments to your taxes for this year?

Please contact HR or Payroll as soon as possible and we will correct any issues.

# NEW PTO AND SICK PLANS are now in effect!

Please note that eligible employees will receive 8 hours of PTO for MLK/Civil Rights Day. Employees who are NOT working on the holiday and will not have 40 hours for the pay week will need to submit a PTO request. PTO will be on paychecks dated 01/19/2017.

If you have questions regarding these changes, please contact HR.

#### SAFETY

Only a few years ago, employee injuries at Chandler/Gilbert Arc were nearly double the average of other agencies that provide direct care. Through the efforts of everyone at the agency, especially our direct support staff, our worker's comp injuries are now *BELOW* the average!

Your efforts in providing a safe environment for your coworkers and our members is greatly appreciated! Keep up the great work!

#### RAFFLE WINNERS

Winners from the Benefits' meeting raffle was announced at the beginning of December. Several people have yet to collect their prize. Winners are listed below! Please stop by Nicole's office to claim your prize!

> Joseph Nderu Chelsea Portillo Simon Karuga Alexis Jackson Jena Bitikofer

#### **GENERAL UPDATES**

#### DONATIONS

Thanks to the Arizona Charitable Organization Tax Credit Law, A.R.S. § 43-1088, you are able to designate a donation to Chandler/Gilbert Arc and receive a tax credit! For tax year 2016, taxpayers filing as single or unmarried head of household may receive a maximum credit amount of \$400; married taxpayers filing joint tax returns may receive a maximum credit amount of \$800. Donations made through April 15, 2017 qualify for the 2016

> credit. Ways to donate: Credit card Check / cash Payroll deduction—see HR for details

#### SOCIAL MEDIA

Follow or like our Chandler/Gilbert Arc FACEBOOK PAGE to receive updates on our agency! Check us out here at: www.facebook.com/chandlergilbertarc

Our new Chandler/Gilbert Arc website will be launching in the coming weeks! More information to come.

## **OPEN HOUSE RECAP**

The 2016 "Whoville" themed Holiday Open House was a success! The event included fully decorated rooms from DTA, a face painter, amazing sandwiches from Panera, and our own Executive Director, Billy Parker,

bringing his band in to serenade us! A huge thank you to everyone who helped with this event! Thank you to our Board of Directors and staff for volunteering to set up and dismantle the event as well as volunteering as servers and greeters.

It would not have been this successful without your support!



## **PARADE OF LIGHTS**

In December 2016, Chandler/Gilbert Arc participated in our first ever Chandler Parade of Lights. The theme for our agency was Polar Express and Mr Shawn Legler was the conductor for our train! The float was designed and built by our Chandler/Gilbert Arc staff.

A big thank you to everyone who helped with the float and to our sponsors: Home Depot, Transaction Warehouse, and Swat HD! We could not have done this without your support!



