



Matters

January 2025

an internal employee newsletter

A Message From Our CEO

Happy New Year!

I hope that each of you had a wonderful holiday break with your family and friends. For me, it was a time to reflect on everything we've accomplished in 2024 and an opportunity to set goals for both Homefull and me personally!

Last year, we took on several new programs, coordinated several physical office and program site moves, and are just a couple of weeks away from the grand opening of the Gettysburg Grocery! Finally, thank you to everyone involved as we were able to provide a bright holiday for 129 families this year!

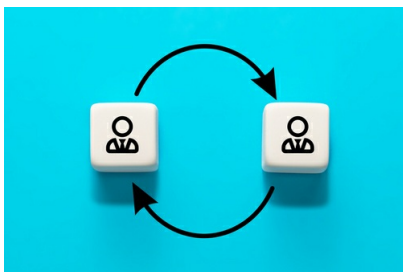
I want to remind each of you who haven't submitted your Leadership Pledge form to do so asap. We take pride in being able to report to the community that we have 100% support by the Homefull staff for the work we do.

Thank you for all you do for those we serve!

Tina

Tina M. Patterson
CEO

HR Updates



Reminders

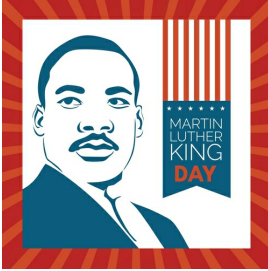
Raises for 2025 - As announced at the All Staff meeting in November, Homefull is proud to announce that we are issuing 2.5% raises to staff as of January 1st. A few notes about that increase: employees here for a year or more are eligible for this increase; employees that recently had an increase due to promotion or increase in responsibilities are not eligible for another increase at this

time.

Retirement/401K News - Everhart Advisors, our retirement specialists, regularly posts educational materials to help us all increase our retirement and financial planning knowledge. Here's the latest webinar titled [Approaching Retirement: Everhart - Approaching Retirement](#). This webinar aims to help people think ahead for planning their needs during retirement as well as thinking ahead for the age you want to retire. Good food for thought!

Payroll Switch - ADP Info

Please make sure that you follow the instructions in the [email](#) that Theresa sent to everyone on 12/24 regarding setting up your ADP account for the transition to them for our payroll. This needs to be done before January 1st in order to start clocking in using the new system. Please reach out to Theresa with any questions or issues setting this up.



Next Homefull Holidays

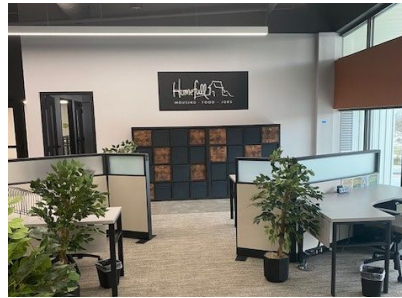
MLK, Jr. Day - Monday, January 20th
PQI Day Off - TBD (Friday, January 31st)

Construction Updates

The Finish Line is Near!

We continue to get one step closer to opening the store as we work through the final construction and mechanical items. Exterior signage is being installed and tenants - Kettering Health and ZIK's Pharmacy - are planning to move in and open mid-January.

The Homefull Headquarters is almost complete as well with finishing touches taking place and staff getting settled in. If you're wanting to pick up lunch at the store, it is technically open for business for this. Just email or call Paul to stop in to buy your groceries!



Staff Changes



Welcome and Goodbye To the Following Employees!

Comings: New Hires (starting 1/6) - Jeff Lawson and Ashley Dewberry

Goings: Arielle (AJ) Moore

Purpose of the DE&I Section

This section is intended to communicate the different observances that occur during the month, but it is not an all inclusive list. If you would like for the DE&I team to include something for a given month, please reach out to [Lee Wagner](#) the month prior.



National Human Trafficking Awareness Day - January 11

World Religion Day - January 15

Martin Luther King Jr. Day- January 20

Moebius Syndrome Awareness Day - January 24

International Holocaust Remembrance Day - January 27

Dry January - is a public health campaign encouraging individuals to forgo alcohol for the entire month of January. The initiative aims to promote healthier drinking habits, raise awareness about the effects of alcohol, and provide a supportive community for those exploring sobriety.

National Blood Donor Month - Since 1969, January has been dedicated to honoring voluntary blood donors, educating about the importance of blood donation, and encouraging people to regularly donate. Blood donation typically slows down during the winter months, making January a perfect time to celebrate existing blood donors and recruit new ones.

Let's Celebrate



1/1 - David Paxton
1/4 - Braden Chipman
1/10 - Tyler Thompson
1/13 - Eva Wells
1/31 - Cecilia Ritho



1/3 - Mikayla Patterson – 3 years
1/4 - Lee Wagner – 15 years
1/27 - David Paxton – 9 years





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