

# HRHUB

## Newsletter

December 2023

**Goodwill**  
Industries of South Texas, Inc.

### SAVE THE DATE

#### SUPER SALE SATURDAY

Saturday, December 2  
Saturday, January 6

#### FROST FINANCIAL

##### Free Webinar:

Thursday, December 14  
11:30 a.m. - 12:30 p.m.

[Zoom Link](#)

Roman Longoria

[rlongoria@goodwillsouthtexas.com](mailto:rlongoria@goodwillsouthtexas.com)

#### CHRISTMAS HOLIDAY

Monday, December 25  
Corporate Offices Closed  
December 25-26

#### NEW YEAR'S

Monday, January 2  
Corporate Offices Closed

### Spirit of GIVING

### EMPLOYEE GIVING PROGRAM

The Employee Assistance Fund is designed to assist employees experiencing financial difficulty. Approval is based on proof of financial hardship and availability of funds. This great program is made available through financial donations from employees!

If you are able to help fund the program, every little bit helps. Employees can contribute via a one-time or continuous payroll deduction. The contribution form can be found at the end of the newsletter.

If you are an employee experiencing hardship, please reach out to your manager or HR to request an application.

### 75<sup>th</sup> Annual Board Meeting & Recognition Dinner

Save the Date

- ❖ Thursday, January 25
- ❖ 6:00 p.m. - 9:00 p.m.
- ❖ American Bank Center

[Tickets available soon!](#)



### SHRED DAY - Friday, December 8



BBB Shred Days are FREE & open to the public. Bring up to five boxes of paper documents such as pay stubs, utility bills, bank statements or old tax returns to be disposed of securely.

Help us share news and events with our social media sites!



# KRONOS CORNER

My Info

Team

## FORM W-2 & ELECTRONIC CONSENT

### Receive your W-2 FAST!

Receive the W-2 Form electronically and not have a paper form mailed.

- ✓ Easily access the W-2 Form online.
- ✓ Provides added security for you, as your social security number and address are not traveling through the mail system on a paper form.
- ✓ Helps eliminate paper and postage.
- ✓ Quickest way to receive your W-2 Form in January!

#### Menu > My Info > My Pay > Forms > W2

- From the W2 page, select Electronic Consent.
- Select the Receive Form W2 Electronically check box.
- Save by entering your password and then Confirm.



### My Pay

Pay History

Predict My Pay

Forms

W2

1099-MISC

My Benefits

My HR

My Career

My Pay

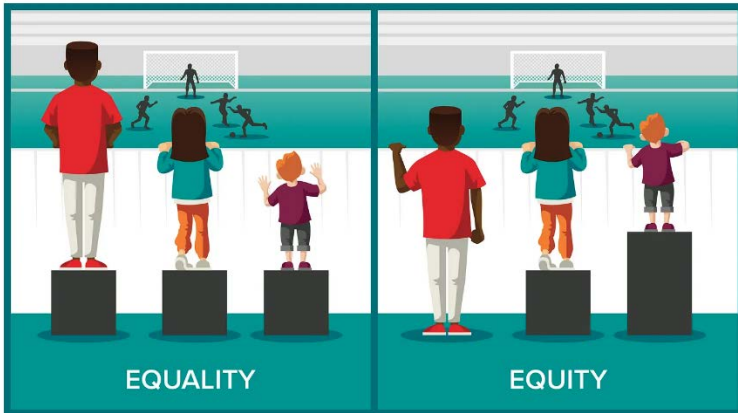
### CHECKLIST

#### Annual IT & DEI Training

A checklist is available that includes links to IT videos and policies, plus a short DEI presentation. Please [log in to Kronos](#), click on your bell, and go to **My Checklist** to complete the items.

## LEARNING & DEVELOPMENT

### INCLUSION, EQUITY, DIVERSITY & BELONGING



**Inclusion** is actions, behaviors and social norms that ensure all people feel they are safe and welcomed.

**Equity** provides fairness in resources, opportunities and outcomes so that all people get what they need to be engaged and successful.

**Diversity** is representation and respect for people from different backgrounds and identities.

**Belonging** is an outcome!

## EMPLOYMENT

### ONE YEAR ANNIVERSARY

*Congratulations!*

- |                    |                   |
|--------------------|-------------------|
| Angela Theis       | Liberty Hernandez |
| Emilie Wilmer      | Mark Leal         |
| Guadalupe Aguilera | Mary Munoz        |
| Joe Gutierrez      | Nicole Parker     |
| Jose Salinas       | Pete Luna         |
| Juan Hernandez     | Valerie Gonzalez  |
| Julio Gonzalez     |                   |

### FULL TIME JOB OPPORTUNITIES

- |   |  |
|---|--|
| • Accountant III<br><i>Corporate Office</i> | • Compliance Associate<br><i>Compliance Department</i> |
| • Career Navigator<br><i>Rockport</i>       | • Maintenance Specialist<br><i>Harlingen</i>           |
| • Store Manager<br><i>Annaville</i>         | • Asset Protection Manager<br><i>Corporate Office</i>  |





# CHRISTMAS DOOR DECORATING CONTEST!

**Send photos to Human Resources  
by December 27**



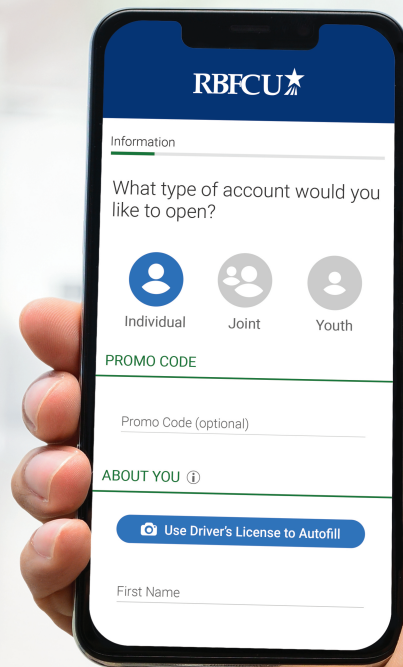
***First place receives \$200 for their department!***

# Membership in Minutes



**Goodwill Industries of South Texas Employees, become an RBFCU member in minutes!**

Scan to get started.  
Promo code: CC0148  
Expiration date: 12/31/2025



### Really Free Checking

No monthly maintenance fees or minimum balance required.



### Get Paid Early

Get access to your paycheck or federal benefits up to 2 days early with RBFCU Direct Deposit.



### Mobile Banking Made Easy

On-the-go banking with the RBFCU Mobile® app.



### Apply In Minutes

Saving you time...  
Joining online is quick and easy.

#### Federally insured by NCUA

Membership eligibility required. Programs subject to change without notice, other restrictions may apply. Direct deposit and early payment of funds subject to timing of originator funding. RBFCU does not charge a fee for the RBFCU Mobile app, but you may be charged for data by your mobile wireless provider.

RN2157436



Join us for some sound financial education,  
free of charge since 1868.



**Frost financial experts virtually present:**

## Identity Theft

In this workshop, participants will learn how to identify the signs of identity theft and fraud, examine different types of identity theft and fraud, identify strategies to protect yourself from identity theft and fraud, review the laws and regulations that protect consumers from identity theft and fraud.

**Special Guest Speaker:**

Frost Banker

**Join Zoom Meeting**

<https://us06web.zoom.us/j/83555877384?pwd=ays1K0FNYVM5Mm55ZTV3QjkvbnVsUT09>

Or Dial 346-248-7799; Meeting ID: 835 5587 7384; Passcode: 642280

THURSDAY, DECEMBER 14, 2023 | 11:30 AM - 12:30 PM

Free event sponsored by



Deposit and loan products are offered through Frost Bank, Member FDIC.

## EMPLOYEE GIVING PROGRAM CONTRIBUTION FORM

**PURPOSE:** The Employee Giving Program provides employees an opportunity to contribute to a fund developed for employees experiencing financial hardship. United Way seeks to improve lives by mobilizing the caring power of communities around the world to advance the common good.

**INSTRUCTIONS:** This form may be used at any time of the year. Select the type of contribution and whether it will be a one-time or continuous contribution. You may use this form to cancel your contribution(s). Submit your completed form to Payroll at [payroll@goodwillsouthtexas.com](mailto:payroll@goodwillsouthtexas.com). Contact Payroll with any questions at 361-905-0958.

### EMPLOYEE INFORMATION

EMPLOYEE NAME	JOB TITLE	PHONE NUMBER
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### GOODWILL EMPLOYEE ASSISTANCE FUND

*Select your options below, acknowledge, and sign.*

#### CONTRIBUTION ELECTION

YES - I would like to contribute to the Goodwill Employee Assistance Fund.

NO - I am declining to contribute at this time.

#### PAYROLL DEDUCTION

Please deduct the following amount from my pay **each pay period:** \_\_\_\_\_

Please deduct the following from my next pay as a **one-time contribution:** \_\_\_\_\_

### UNITED WAY

*Select your options below, acknowledge, and sign.*

#### CONTRIBUTION ELECTION

YES - I would like to contribute to the United Way.

NO - I am declining to contribute at this time.

#### PAYROLL DEDUCTION

Please deduct the following amount from my pay **each pay period:** \_\_\_\_\_

Please deduct the following from my next pay as a **one-time contribution:** \_\_\_\_\_

### EMPLOYEE ACKNOWLEDGMENT & SIGNATURE

*Please check off each acknowledgment, sign, and provide the form to Payroll.*

- I understand there will be no refunds for contributions made by me.
- I acknowledge there are 52 weekly and 26 biweekly pay periods. I understand my contribution will be deducted each pay period if I select this option.
- I understand that I may cancel my contribution at any time and it may take up to 30 days to stop the payroll deduction.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date