# The Goodwin Living Team Update

## News You Can Use

September 25, 2025 | Bit.ly/gl-team-update

## **Inclement Weather Policy**

This policy is intended to ensure that essential services remain operational during inclement weather without jeopardizing the safety of team members. Inclement weather is an extreme weather condition that prevents or delays routine travel. Team members must view their own safety as the primary priority. However, if roads and/or streets are not closed and travel to and from work is possible, then team members are expected to report to work as scheduled. All campus-related positions are deemed essential. See the full policy here.



## **Annual Open Enrollment for Insurance**

Annual Open Enrollment is scheduled from October 21 to November 10. This is the time you can change your insurance enrollments, including enrolling in the Flexible Spending Account and Short Term Disability insurance. Look for an email to your work or personal email address and a postcard in your mailbox around October 13 for more information. Don't miss this chance to make the changes you may have been thinking of!

The Benefits Fairs are also in October. Come to learn about all your benefits and take advantage of some special programming:

- Sign up for a private consultation with a Registered Dietitian
- Attend a special EAP session on Gratitude
- Sign up for a private counseling session with Principal 401(k)
- Meet with benefit vendors

#### The Benefit Fairs are:

GHA - October 22 | 1:30 - 4:00 p.m. | Auditorium GHBC - October 23 | 1:30 - 4:00 p.m. | Top of the West TVA - October 24 | 1:30 - 4:00 p.m. | Auditorium

When you call the EAP, what's the code to use? Text your response to Jeanne at 703-517-3633.

Winner of the August raffle challenge - Yolanda Green, GHA Dining Services Supervisor.



Need the
Benefits
Guidebook?
Click Here

## Benefit Highlight - Short Term Disability

Full-time team members: If you didn't sign up for Short-Term Disability yet, you may want to consider it during Open Enrollment. This benefit provides additional income if you are unable to work due to a covered accident, illness or pregnancy. Benefit protection is for non-work-related injuries or illnesses. Click here for more information.



## **Improve Your Computer Skills**

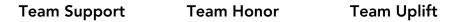
With **Custom Guide Interactive eLearning**, you can build your computer skills and much more at no cost! Explore interactive learning modules and quick reference guides for Google and Microsoft applications (e.g., Google Forms, Microsoft Excel). You can also take courses to brush up on email etiquette and boost your business writing proficiency.



Get started today! <u>Visit this link</u> or use the QR code to the right to create a new account.

# FINAL COUNTDOWN! Team Member Giving Challenge ends September 30!

Time is running out for you to help lift your team to the top of the leaderboard! Click here to find your team.



Each donor equals one point, no matter the gift amount! More importantly, your support provides tuition assistance, scholarships, citizenship application fees, resident support and more! There are three ways to give today:

- 1. GoodwinLivingFoundation.org/donate
- 2. Payroll deduction (contact the Foundation team)
- 3. Drop-off at Reception, a Foundation office, or kiosk

Let's finish strong! Let's finish together!



Do You Need Help?
Call the Employee
Assistance Plan (EAP)
866-395-7794
Use the Employer ID
"Episcopal"

