

**Progress**

Employee Name **BEARD, NANCY**

Employee's Manager **Raymond, Amy**

Date of Hire: **08/03/2016**

Employment Status **ACTIVE**

New Employee

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**General Information** (Needed prior to next Pay Day or Prior to Date of Expiration)

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**TRAINING THAT HAS OR IS ABOUT TO EXPIRE**

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**Mandatory Training**

	Expires
HIPAA	8/3/2018
OSHA	8/3/2018
Title VI	8/3/2018

**TSI Training not taken**

All the above are Mandatory Requirements for your continued employment. Please help us to insure that all these are met within the required time frames so as not to interrupt your employment status.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**Progress**

Employee Name **CRAWFORD, RACQUEL**

Employee's Manager **Raymond, Amy**

Date of Hire: **06/08/2018**

Employment Status **ACTIVE**

New Employee

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**General Information** (Needed prior to next Pay Day or Prior to Date of Expiration)

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**TRAINING THAT HAS OR IS ABOUT TO EXPIRE**

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**TSI Training not taken**

All the above are Mandatory Requirements for your continued employment. Please help us to insure that all these are met within the required time frames so as not to interrupt your employment status.

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Employee Signature

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Date

## Progress

Employee Name **CRUMLEY, JANETTE**

Employee's Manager **Raymond, Amy**

Date of Hire: **09/27/2011**

Employment Status **ACTIVE**

New Employee

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### **General Information** (Needed prior to next Pay Day or Prior to Date of Expiration)

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AUTO INSURANCE EXPIRATION DATE

07/27/2018

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### **TRAINING THAT HAS OR IS ABOUT TO EXPIRE**

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**TSI Training not taken**

All the above are Mandatory Requirements for your continued employment. Please help us to insure that all these are met within the required time frames so as not to interrupt your employment status.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

## Progress

Employee Name **ELDER, TARA**

Employee's Manager **Raymond, Amy**

Date of Hire: **05/27/2016**

Employment Status **ACTIVE**

New Employee

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### **General Information** (Needed prior to next Pay Day or Prior to Date of Expiration)

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AUTO INSURANCE EXPIRATION DATE

05/16/2018

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### **TRAINING THAT HAS OR IS ABOUT TO EXPIRE**

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#### **Mandatory Training**

	<b>Expires</b>
CPR	8/4/2018
First Aid	8/4/2018

**TSI Training not taken**

All the above are Mandatory Requirements for your continued employment. Please help us to insure that all these are met within the required time frames so as not to interrupt your employment status.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**Progress**

Employee Name **FIELDS, RHODA**

Employee's Manager **Raymond, Amy**

Date of Hire: **02/14/2018**

Employment Status **ACTIVE**

New Employee

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**General Information** (Needed prior to next Pay Day or Prior to Date of Expiration)

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AUTO INSURANCE EXPIRATION DATE

07/13/2018

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**TRAINING THAT HAS OR IS ABOUT TO EXPIRE**

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**Mandatory Training**

Expires

HIPAA

2/22/2018

**TSI Training not taken**

All the above are Mandatory Requirements for your continued employment. Please help us to insure that all these are met within the required time frames so as not to interrupt your employment status.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

## Progress

Employee Name **HARRIS, STACEY**

Employee's Manager **Raymond, Amy**

Date of Hire: **09/15/2010**

Employment Status **ACTIVE**

New Employee

### General Information (Needed prior to next Pay Day or Prior to Date of Expiration)

AUTO INSURANCE EXPIRATION DATE	08/21/2018
DRIVERS LICENSE ABOUT TO EXPIRE	10/01/2018

### TRAINING THAT HAS OR IS ABOUT TO EXPIRE

#### Mandatory Training

	Expires
HIPAA	9/20/2018
OSHA	9/20/2018
Title VI	9/20/2018

**TSI Training not taken**

All the above are Mandatory Requirements for your continued employment. Please help us to insure that all these are met within the required time frames so as not to interrupt your employment status.

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Employee Signature

\_\_\_\_\_  
Date

## Progress

Employee Name **HUGHES, JODY**

Employee's Manager **Raymond, Amy**

Date of Hire: **08/01/2017**

Employment Status **ACTIVE**

New Employee

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### **General Information** (Needed prior to next Pay Day or Prior to Date of Expiration)

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AUTO INSURANCE EXPIRATION DATE

01/15/2017

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### **TRAINING THAT HAS OR IS ABOUT TO EXPIRE**

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**TSI Training not taken**

All the above are Mandatory Requirements for your continued employment. Please help us to insure that all these are met within the required time frames so as not to interrupt your employment status.

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Employee Signature

\_\_\_\_\_  
Date

**Progress**

Employee Name **HULBERT, DENESE**

Employee's Manager **Raymond, Amy**

Date of Hire: **09/20/2013**

Employment Status **ACTIVE**

New Employee

**General Information** (Needed prior to next Pay Day or Prior to Date of Expiration)

AUTO INSURANCE EXPIRATION DATE

05/11/2018

**TRAINING THAT HAS OR IS ABOUT TO EXPIRE**

**Mandatory Training**

Expires

First Aid

3/25/2018

**TSI Training not taken**

All the above are Mandatory Requirements for your continued employment. Please help us to insure that all these are met within the required time frames so as not to interrupt your employment status.

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Employee Signature

\_\_\_\_\_  
Date



**Progress**

Employee Name **JOHNSTON, JOYCE**

Employee's Manager **Raymond, Amy**

Date of Hire: **08/17/2010**

Employment Status **ACTIVE**

New Employee

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**General Information** (Needed prior to next Pay Day or Prior to Date of Expiration)

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AUTO INSURANCE EXPIRATION DATE

06/04/2018

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**TRAINING THAT HAS OR IS ABOUT TO EXPIRE**

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**Mandatory Training**

Expires

CPR

7/24/2018

**TSI Training not taken**

All the above are Mandatory Requirements for your continued employment. Please help us to insure that all these are met within the required time frames so as not to interrupt your employment status.

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Employee Signature

\_\_\_\_\_  
Date

## Progress

Employee Name **MARTIN, BETTY**

Employee's Manager **Raymond, Amy**

Date of Hire: **05/22/2015**

Employment Status **ACTIVE**

New Employee

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### **General Information** (Needed prior to next Pay Day or Prior to Date of Expiration)

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VEHICLE INSPECTION DUE DATE

04/01/2018

AUTO INSURANCE EXPIRATION DATE

08/11/2018

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### **TRAINING THAT HAS OR IS ABOUT TO EXPIRE**

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**TSI Training not taken**

All the above are Mandatory Requirements for your continued employment. Please help us to insure that all these are met within the required time frames so as not to interrupt your employment status.

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Employee Signature

\_\_\_\_\_  
Date

**Progress**

Employee Name **MARTIN, CASSIE**

Employee's Manager **Raymond, Amy**

Date of Hire: **04/20/2018**

Employment Status **ACTIVE**

New Employee

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**General Information** (Needed prior to next Pay Day or Prior to Date of Expiration)

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AUTO INSURANCE EXPIRATION DATE

08/22/2018

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**TRAINING THAT HAS OR IS ABOUT TO EXPIRE**

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**TSI Training not taken**

All the above are Mandatory Requirements for your continued employment. Please help us to insure that all these are met within the required time frames so as not to interrupt your employment status.

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Employee Signature

\_\_\_\_\_  
Date

**Progress**

Employee Name **RUCKER, ZELIA**

Employee's Manager **Raymond, Amy**

Date of Hire: **04/07/1998**

Employment Status **ACTIVE**

New Employee

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**General Information** (Needed prior to next Pay Day or Prior to Date of Expiration)

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AUTO INSURANCE EXPIRATION DATE	03/17/2016
DRIVERS LICENSE ABOUT TO EXPIRE	09/26/2018

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**TRAINING THAT HAS OR IS ABOUT TO EXPIRE**

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**TSI Training not taken**

All the above are Mandatory Requirements for your continued employment. Please help us to insure that all these are met within the required time frames so as not to interrupt your employment status.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**Progress**

Employee Name **TAYLOR, JENNIFER**

Employee's Manager **Raymond, Amy**

Date of Hire: **01/25/2016**

Employment Status **ACTIVE**

New Employee

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**General Information** (Needed prior to next Pay Day or Prior to Date of Expiration)

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**TRAINING THAT HAS OR IS ABOUT TO EXPIRE**

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**Mandatory Training**

Expires

Title VI

12/9/2017

**TSI Training not taken**

All the above are Mandatory Requirements for your continued employment. Please help us to insure that all these are met within the required time frames so as not to interrupt your employment status.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**Progress**

Employee Name **THOMAS, YOMIKA**

Employee's Manager **Raymond, Amy**

Date of Hire: **05/04/2018**

Employment Status **ACTIVE**

New Employee

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**General Information** (Needed prior to next Pay Day or Prior to Date of Expiration)

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**TRAINING THAT HAS OR IS ABOUT TO EXPIRE**

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**TSI Training not taken**

All the above are Mandatory Requirements for your continued employment. Please help us to insure that all these are met within the required time frames so as not to interrupt your employment status.

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Employee Signature

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Date

**Progress**

Employee Name **WADE, JUANITA**

Employee's Manager **Raymond, Amy**

Date of Hire: **11/29/2017**

Employment Status **ACTIVE**

New Employee

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**General Information** (Needed prior to next Pay Day or Prior to Date of Expiration)

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AUTO INSURANCE EXPIRATION DATE

03/04/2018

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**TRAINING THAT HAS OR IS ABOUT TO EXPIRE**

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**TSI Training not taken**

All the above are Mandatory Requirements for your continued employment. Please help us to insure that all these are met within the required time frames so as not to interrupt your employment status.

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**Progress**

Employee Name **WEBSTER, ELLA**

Employee's Manager **Raymond, Amy**

Date of Hire: **02/01/2014**

Employment Status **ACTIVE**

New Employee

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**General Information** (Needed prior to next Pay Day or Prior to Date of Expiration)

DRIVERS LICENSE ABOUT TO EXPIRE

07/25/2018

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**TRAINING THAT HAS OR IS ABOUT TO EXPIRE**

**Mandatory Training**

Expires

Title VI

5/3/2018

**TSI Training not taken**

All the above are Mandatory Requirements for your continued employment. Please help us to insure that all these are met within the required time frames so as not to interrupt your employment status.

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Employee Signature

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Date