

Progress

Employee Name **ALLEN, KAREN**

Employee's Manager **ROSS, ERIC**

Date of Hire: **12/04/2014**

Employment Status **ACTIVE**

New Employee

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

TRAINING THAT HAS OR IS ABOUT TO EXPIRE

Mandatory Training

	Expires
HIPAA	3/30/2018
OSHA	3/30/2018
Title VI	3/30/2018

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 **FARLEY, ROBERT**

Employee's Manager **ROSS, ERIC**

Date of Hire: **02/23/2018**

Employment Status **ACTIVE**

New Employee

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

AUTO INSURANCE EXPIRATION DATE

04/21/2018

TRAINING THAT HAS OR IS ABOUT TO EXPIRE

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 **GIBSON, EARLINE**

Employee's Manager **ROSS, ERIC**

Date of Hire: **09/22/2016**

Employment Status **ACTIVE**

New Employee

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

AUTO INSURANCE EXPIRATION DATE

09/26/2017

TRAINING THAT HAS OR IS ABOUT TO EXPIRE

Mandatory Training

	Expires
CPR	9/30/2018
First Aid	9/30/2018
OSHA	10/3/2017
Title VI	10/3/2017

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 **JENMI, MONSURAT**

Employee's Manager **ROSS, ERIC**

Date of Hire: **04/29/2015**

Employment Status **ACTIVE**

New Employee

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

AUTO INSURANCE EXPIRATION DATE	05/01/2017
DRIVERS LICENSE ABOUT TO EXPIRE	07/10/2018

TRAINING THAT HAS OR IS ABOUT TO EXPIRE

Mandatory Training

	Expires
CPR	3/16/2018
First Aid	3/16/2018
HIPAA	10/4/2017
OSHA	10/18/2017
Title VI	10/18/2017

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 **MOORE, BERNADINE**

Employee's Manager **ROSS, ERIC**

Date of Hire: **05/25/2017**

Employment Status **ACTIVE**

New Employee

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

AUTO INSURANCE EXPIRATION DATE

02/01/2018

TRAINING THAT HAS OR IS ABOUT TO EXPIRE

Mandatory Training

HIPAA
OSHA
Title VI

Expires

7/13/2018
8/3/2018
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 **MOTLEY, TANYA**

Employee's Manager **ROSS, ERIC**

Date of Hire: **04/12/2018**

Employment Status **ACTIVE**

New Employee

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

AUTO INSURANCE EXPIRATION DATE

04/12/2018

TRAINING THAT HAS OR IS ABOUT TO EXPIRE

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 **PEDERSON, BRIAN**

Employee's Manager **ROSS, ERIC**

Date of Hire: **07/13/2011**

Employment Status **ACTIVE**

New Employee

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

TRAINING THAT HAS OR IS ABOUT TO EXPIRE

Mandatory Training

	Expires
HIPAA	9/28/2018
OSHA	9/28/2018
Title VI	9/28/2018

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 **RIDNER, MANDY**

Employee's Manager **ROSS, ERIC**

Date of Hire: **03/06/2018**

Employment Status **ACTIVE**

New Employee

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

AUTO INSURANCE EXPIRATION DATE

06/30/2018

TRAINING THAT HAS OR IS ABOUT TO EXPIRE

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 **WILLIAMS, JENNIFER**

Employee's Manager **ROSS, ERIC**

Date of Hire: **07/18/2014**

Employment Status **ACTIVE**

New Employee

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

AUTO INSURANCE EXPIRATION DATE
DRIVERS LICENSE ABOUT TO EXPIRE

09/25/2014
05/07/2017

TRAINING THAT HAS OR IS ABOUT TO EXPIRE

Mandatory Training

CPR
First Aid

Expires

9/16/2018
9/16/2018

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