



THE INTEGRITY DIGEST

MAY 4, 2023



THE CEO'S CORNER:
Our People



THE CEO'S CORNER

Greetings, IntegrITS Family! In last month's edition of The CEO's Corner, we covered our vision for the future of our company—particularly as it relates to our approach to people, processes, and technology. As promised, I will unpack each of these processes in the coming months. This month, I will begin by discussing how we are investing in our most valuable asset: our PEOPLE.

We are committed to creating a workplace culture that is inclusive, supportive, and focused on individual and team development and achievement. This includes providing opportunities for:

1. Ongoing Training and Education
2. Career Growth
3. Promoting Work-Life Balance and Wellness Initiatives



Ongoing Training and Education

We believe that investing in the growth and development of our employees is not only essential to the success of the business but also for your personal and professional growth.

The world is constantly changing, and new technologies and best practices are emerging every day. To stay competitive and innovative, it's crucial that we stay up-to-date with the latest trends and techniques in our respective fields. This means continually seeking out new learning opportunities and investing in our own growth and development. Many corporate resources are available to you, including:

- The IntegrITS Educational Assistance Program: This program offers you an annual budget to use for course-specific tuition, required books, and eligible course-specific fees at regionally and nationally accredited institutions. Full-time employees are eligible for reimbursement for courses starting on or after their hire date.
- Insperity eLearning Portal: The Insperity eLearning training portal is a dynamic educational resource where you can enroll in virtual training courses, take classes at your own pace, access e-books and sign up for certification exam mentorship—among many other resources we discuss in a previous newsletter ([click here](#)).
- Contract Offered Specific Training: Training is often sponsored by our contract customers to meet emergent requirements for specialized systems, software, and/or technology.
- On the Job Training: Continued professional development involves not only gaining head knowledge but also learning the application of that knowledge in operational environments.

Career Growth

We recognize that everyone's career path and goals are unique, so we want to work with you to develop a personalized plan that aligns with your interests, skills, and values. Whether you are interested in moving up within your current department or exploring opportunities in a different area of the organization, we are here to support you in achieving your goals.

It all starts with the Individual Development Plan (IDP), which serves as a tool to assist employees in thinking through and documenting their career and personal development goals. Its primary purpose is to help employees reach short and long-term career goals, as well as improve current job performance. The IDP is not a performance evaluation tool or a one-time activity, but instead a partnership between the employee, supervisor, and company. The IDP is something you can always initiate with your supervisor, but we will also roll out a company-wide push for IDPs in the coming months.



Promoting Work-Life Balance and Wellness Initiatives

We recognize that everyone's personal circumstances and responsibilities are different, and we want to work with you to find a balance that works for you. Our supervisors have worked with Team members to ensure that they don't miss their child's violin recital...to give them space to grieve a loss...to weather family transition by creating a flexible schedule. While each location and job role provide opportunities and constraints, we want you to know that your supervisors are willing to have a conversation and brainstorm possibilities if you feel that you need to address your work-life balance.

We also encourage you to prioritize self-care and wellness in your daily routines. Taking breaks, getting enough sleep, and making time for activities that bring you joy and relaxation can help you feel more energized and focused at work.

We also provide "[Well Being on Demand](#)" virtual resources that address:

- o Physical Health
- o Emotional Health
- o Financial Health
- o Social Health
- o Professional Health

Additionally, each of our healthcare vendors provide access to Wellness Resources to the employees who subscribe to their health coverage:

- o [UnitedHealthcare](#)
- o [Blue Shield of California](#)
- o [Ginger Mental Health Support \(Blue Shield\)](#)
- o [HMSA \(Hawaii\)](#)
- o [Kaiser Permanente \(CA, HI, OR or WA\)](#)

I challenge us all to take time this month to identify at least one way that we will take advantage of training and education resources, discuss career growth with a supervisor, or address our work-life balance.

I am truly looking forward to seeing and hearing how our (already incredible) Team soars to the next level as we take advantage of these different resources. There are so many opportunities for future growth as a Company, and I have a deep conviction that we must invest in our people in order to succeed. Onward and upward, IntegrITS Family!



A Sad Announcement...

We are very sad to announce that our Team member Barney Cummings passed away earlier this week. Barney was a DM Specialist IV on the CM/SW Development Team at Edwards Air Force Base. He was a wealth of knowledge and experience, and he worked with some of you for 20+ years. Barney's loss will certainly be felt among our IntegrITS Family. We want to especially extend condolences to those on our Team who called Barney "friend" for so many years. As well as his nephew, Korby Cummings, with whom he was very close. The IntegrITS Family supports you and is behind you as you grieve this incredible loss.

We also want to remind you that we have an Employee Assistance Program (EAP) available to all employees to assist with situations like this. You can access additional EAP information in Insperity Premier, under 'Benefits' by clicking on EMPLOYEE ASSISTANCE PROGRAM under 'Additional Resources' in a box to the right of the page.

Insurer Contact Information: Optum®

Phone: 866.402.0003

Service Hours: 24 hours a day, 365 days a year Website(s): www.LiveandWorkWell.com

Insperity has also provided resources on the following topics that you can find by [clicking here](#):

- **How to help when you don't know what to say**
- **Coworkers Facing Grief Together**
- **Change, Crisis and Loss**

We know this can be a difficult situation to understand and process. We are here for each and every one of you, so please reach out if there is anything we can do during this difficult time. Email Laura Villarreal at villarreal_laura@integritys.com.



May Anniversaries

Whether you've been with us for one year or twenty, we don't take it for granted that you are a member of the IntegrITS family. Thank you for your hard work and commitment to your team.

If you see someone from your department on this list, be sure to congratulate them this week!

- Jeston Crouch, 4 years**
- Ricardo Olivas, 2 years**
- Gary Carr II, 1 year**
- Jenna Tamblyn, 1 year**

May Birthdays

We are wishing a happy birthday to our teammates who are celebrating birthdays in May!

- Anthony Baca**
- John Chavez**
- Jeff Deis**
- Jason Ellis**
- Mark Equihua**
- Louis Galluzzi**
- Todd Lincoln**
- Kevin Loewe**
- Alberto Lopez**

- Dimas Mancía Mena**
- Julia Mercado**
- Christopher Nelson**
- Anthony Purcell**
- Helen Reyes**
- Christopher Roberts**
- Chad Russ**
- Alii Siu-Auelua**
- Vanessa Valdez**





Tip of the Week

If you are a caregiver with responsibilities for children, elderly parents, and family members or friends who are disabled or ill, you might want to check out the Cariloop Caregiver Support Program. As a part of our benefits, you have access to this resource at no extra cost to the Employee. Cariloop provides Care Coaches to guide and assist you with:

- Health and Medical Support
- Family and Emotional Support
- Insurance, Financial and Legal Support
- Education Support

[Click here](#) to learn more about this benefit! Note: you will be prompted to sign into your Insperity portal first.

COMING SOON

We'll be back on the third Thursday of May with an exciting Team Spotlight.

COMMENTS/QUESTIONS

If you have any comments or questions about this week's newsletter, email us at news@integrits.com.

We have also created a website where we are storing the archives of all our newsletters to date: <https://integrits.com/digest-archives/>.

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