

Human Resources Update



**SAVE THE DATE!
OPEN
ENROLLMENT
2023 IS
NOVEMBER 2-18**

**HURRICANE
SEASON IS HERE!
IS YOUR MOBILE
NUMBER UP TO
DATE?**

Have you confirmed your mobile number in MyADP? Hurricane Season is here so make sure the company can reach you via text message in the event of a weather emergency!

Visit my.adp.com or your MyADP mobile application ASAP to review your contact information and make any necessary updates as soon as possible.

UPCOMING EVENTS

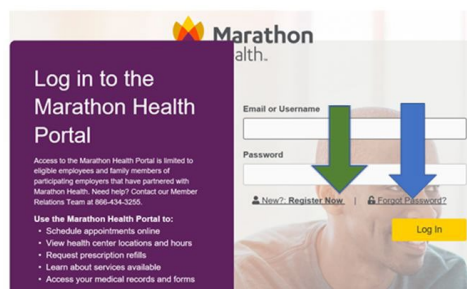
Blood Drive – Tues, Aug 30
5307 Corporate Mtg Room

Tour de Jefferson – Sun,
Oct 23 - Estelle Playground

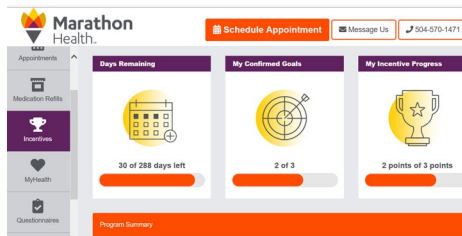
Family Day Picnic – Sat,
Nov 5 - Audubon Zoo

SAVE ON HEALTH INSURANCE: COMPLETE THE 2023 PREFERRED PREMIUM PROCESS BY OCT 15

Don't pay more for your health insurance next year! Complete the Preferred Premium Process by the **October 15, 2022** deadline and earn the 2023 Preferred Premium. The complete process can be found on page four of the document located [HERE](#). If **your spouse is on the plan**, he/she must also complete by the deadline.



- You can check your status by logging in to www.marathon-health.com
- Forgot your password? Click on the link on the login page (blue arrow).
- New to the plan? Click on "Register Now"(green arrow).



- To check status, click on "Incentives". Scroll down to the bottom of the page to see completions. Please note completions can take up to three weeks to post on the website.

Useful Links

- [Preferred Premium Process Overview](#)
- [Biometric Screening and Annual Physical Provider Verification Form](#)

CONGRATULATIONS TO OUR MECHATRONICS GRADUATES!



Congratulations to our 2nd cohort of Mechatronics Apprentices, Danielle Bevier, Mekhi Fulwiley, and Eric Adams, on their recent graduation from this 2-year program. With so many certifications earned, we are excited for their personal growth, success in the company and contributions to the their team.

HELP SPREAD THE WORD: SHARE YOUR EXPERIENCE ON GLASSDOOR!



We all have our own story to tell about our Laitram/Intralox journeys, and what better way to share that story than by posting a review of Laitram/Intralox on Glassdoor!

[CLICK HERE](#) to leave a review on the Intralox page.

[CLICK HERE](#) to leave a review on the Laitram page.

EDNAVIGATOR LAUNCHES FAMILY GUIDE FOR THE NEW SCHOOL YEAR

[The Busy Family's Guide to School](#) is EdNavigator's new go-to resource for parents and caregivers with school-aged kids.

The Guide includes grade-by-grade guidance on critical education milestones, how-to articles, practical tips, and more.

To make the most of the guide [SIGN UP HERE](#) using our unique code: **LTM88**.

HR TECH TIP: MULTI-FACTOR AUTHENTICATION COMING TO ADP

ADP is continuously enhancing its fraud prevention program to keep employees safe. ADP Two-factor Security Authentication for employees will start on August 26, 2022.

NOTE: Dates are subject to change.

CAREER CORNER: CAREER AND REFERRAL OPPORTUNITIES



Do you know someone who would be a great fit for one of the Laitram companies? If so, don't miss out on the chance to earn up to \$1,500 through our Referral Bonus Program. [CLICK HERE](#) for details.

Post-Assembly Lead – Lapeyre Stair: The Quality Department has an opening for a Post-Assembly Lead in our Waggaman location. This position will lead the members of our post-assembly team, including our paint and shipping/receiving team. [CLICK HERE](#) for info.

Material Processing Lead – Lapeyre Stair: This position will lead the members of our pre-assembly team, including those who work in PCR, Plasma, Saw, Bar Grating and Kitting. [CLICK HERE](#) for info.

Internal Application Instructions:

To apply for a position in our company, go to the Laitram Jobs Employee Portal:

Jobs.Laitram.com -> Employee Portal -> Login using company username & password

If you do NOT have a Laitram or Intralox username or computer, please call IT at ext. 1334 and request a temporary login and password.

**** Please remember NOT to apply using a co-worker's login information or the application will be submitted as though your co-worker has applied.****

LCI CORNER: CIRCLE OF INFLUENCE

We have the competitive advantage and support structure of our Laitram Business Philosophy to guide us through times of uncertainty, adversity, and change. We intentionally study and practice our principles daily to guide us in decision making and actions. Our principles also challenge us to focus on the issues, problems, and circumstances that are in our direct control. While there is much we can be concerned about, not all concerns are within our control to change. See the image below to reflect on what worries are within your control, influence, or neither.

Looking for more? Check out the following resources:

- [Circle of Influence \(5 mins\) – Elevate Platform Access Required](#)
- [Circle of Concern vs. Circle of Influence \(4.5 mins\)](#)

The Concept

1. The Circle of Concern
Wide range of concerns we might have about a topic

2. The Circle of Influence
Narrowing the first circle into those worries we can do something about (directly or indirectly)

3. The Circle of Control
An even smaller circle representing things we can do something about

