

Greetings DPI Team Members!

As we are now starting the holiday season, I want to take a moment to thank you for all your hard work in 2021. These have not been 'easy' years recently, but I truly appreciate your contribution to the advancement of the DPI Group mission.

I want to remind you of some upcoming events and resources that you may not be aware of:

- **Employee Website** – please take a moment to visit www.employee.thedpigroup.com. This site contains all the relevant information to your employment, resources, policies, training, news, etc. We try to update it frequently so bookmark the page and make it a trusted resource for you.
- **Open Enrollment** – those who are eligible for benefits should be receiving information shortly regarding the 2022 options. While the company received a rate increase, please note that we are not (!) raising employee contribution rates. Also of interest, the coverage for Providence will include acupuncture and chiropractic care as covered benefits in the new year. (Note: Northwest Success employees have a different medical plan through Kaiser).
- **Employee Assistance Program (E.A.P)** – We feel like we mention this frequently, but our EAP is a valuable benefit that few use. This free and anonymous resource is available to all DPI employees. Counseling, legal, articles, videos, there is a lot of assistance and resources available to you www.cascadecenters.com (they are rebranding and changing their name to “Canopy” in 2022). When you register, the employer name is: The DPI Group.
- **Safe Hotline** – While we hope you would feel free to raise any questions/concerns you have to your supervisor (or department manager, or HR department, etc.), in the event you would like to make an anonymous report, we have a hotline service. Please use this resource if you feel like you have encountered anything illegal, unethical, or perhaps just uncomfortable or problematic, and would like someone to look into this situation.

Safe hotline telephone number:	855.662.7233
Safe hotline website:	www.safehotline.com
Company ID Number:	8758105220

- **Vaccination Documentation** – As you may have heard, there is a national vaccination mandate for employers who have over 100 employees. There have been several court challenges, so the compliance deadline is delayed but nevertheless, if you are vaccinated (or have a religious or medical exemption) please send in your documentation to hrteam@thedpigroup.com just to be ahead of the game.
- **Holiday Schedule** – The admin services/corporate office will be closed on Friday, November 26, Friday, December 24 and Friday, December 31.
- **2021 W-2** – Hard to believe it's that time of year again already(!) but please make sure your current/correct address is on record, so your W-2 is sent to the correct location. There is a form on the employee website to complete if you need to change it! W-2s will be mailed out in mid-January.
- **State and Local Resources** – We are working to build out state-specific resource pages on the employee website. There are so many regional programs, we'll get this up and running shortly!

Again, best wishes this holiday season and we all look forward to great things in 2022.

Sincerely,



Travis Pearson
President/Chief Executive Officer
The DPI Group