

## New Home Page - Feb 1

After six months of hard work, IT is set to update our intranet home page overnight Tuesday, January 31.

The intranet will be unavailable 7pm Tuesday through 7am Wednesday morning. Maria will be available for questions and support throughout the day Wednesday.

What's new:

- Access time sheets, payroll, benefits, and training directly from the new home page.
- More intuitive layout and menus, a fresh look, fewer clicks, and faster processing.
- New departmental dashboards. Many of you have helped redesign these reports for a new automated platform where we can expect to see up-to-the-minute data without burdening our team with manual inputs.

What's the same:

- You'll find all the same access to ERP, service request systems, SharePoint, and resources.
- Excellent support from our IT team!

Trivia: One of Leonardo da Vinci's sketches was an outline of the first known metal fabrication machine - a rolling mill.

## On the Calendar

- Fri 1/13 Blood drive in the auxiliary break room, - January is National Blood Donor Month
- Fri 1/20 - Sun 1/22 Parking lot closed for pavement refinishing
- Mon 1/23 8:30am Personal Development Book Club meeting in conference rm A. - discussing Chapters 7-10 Necessary Endings by Dr. Henry Cloud
- Tue 1/31 Annual Security training due
- Tue 1/31 W2 Forms available through the payroll portal
- Tue 1/31 CRM software update

Looking ahead: customer visit 2/7-2/9



## a word from the owner...

"I can't say thank you enough for pulling together over the past 2 months. I know it's been challenging - but we did it! We ended the quarter on point with our goals, and, more importantly, we came through for our customer in a big way." - Meagan Maker



"Everyone was amazing to work with - all the redesigns, testing, retooling, expediting - not only did everything turn out perfect, but we were able to meet our customer's deadline. We're really looking forward to our next project with MMM."

- Sam, Sam's Somethings

# MMM

Maker's Metal Machining - madison

# Spotlight On: Transportation & Materials

Mark's team managed their latest CI project so well that you may not have even noticed! Even with months of brainstorming, impact analysis, product research, and planning, topped off with seamless execution, the team's scorecard looks like everything was business as usual.

Transportation is starting off the new year with an expanded small goods stockroom and a smart new packing area. The two areas have swapped places, allowing significantly more storage space and a better layout for our expanding small goods stock, and a more streamlined and accessible packing area.

Be sure to check out the new spaces, and let your transportation team know what a great job they've done!



Mike M.

Congratulations on your 2 year anniversary and promotion to Material Handler 3! We appreciate your attention to quality, timely service, and your infectious positivity.



Mandy M.

Excellent work this year. Your contributions planning our latest CI project allowed us an invisible transition while maintaining 100% inventory accuracy and meeting taxing customer demand.



Marcel M.

Welcome! We've already benefitted so much from your experience on this last project and we can't wait to see what the future holds with you as our new Shipping and Receiving Supervisor.

## January is National Poverty in America Awareness Month

- We're collecting items for the 8th Street Food Pantry. Bins and details located in each department's morning meeting area.
- Engineering is putting together a volunteer team for a Habitat for Humanity project in May, see Max to sign up.

## Safety Topic of the Month

### EYE SAFETY

Hazards can include debris, sparks, impact, wind, bright flashes, chemical splash, and even eye strain.

- Know your area and the hazards
- Keep yourself and each other safe
- Wear your PPE
- Look for more information throughout the month



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