

*Employee News...Please share with your staff!*

**EMPOWER LIVE WEBINAR**

Join Empower to learn about Introduction to Tax Planning:

- Understanding types of taxes
- Tax filing information and forms
- Tax minimization strategies
- Methods of and common tax filing errors

**Sessions are available throughout the month.**

Register today. Use the link below or the QR code to sign up for the session that best fits your schedule.

[learningfromempower.com](http://learningfromempower.com) »



**CHRIST HOSPITAL VIRTUAL LUNCH & LEARN**

Conversations for Confidence: Expert Answers to Your Orthopedic Surgery Questions

Tuesday, February 24<sup>th</sup> Noon-1:00pm

Detailed flyer attached.

**FEBRUARY IS HEART HEALTH MONTH**

Heart disease is the leading cause of death in the United States, but it can often be prevented.

Adopting a heart-healthy lifestyle can help you reduce the risk of heart disease and its risk factors.

Take action to protect your heart by following the tips in the attached flyer.

**A FUN FACT**

February 20<sup>th</sup> marks National Love Your Pet Day!! Pets fill our days with happiness, comfort, and a little extra activity. This National Love Your Pet Day, take time to appreciate the furry companions who care for our minds and bodies—one wag or purr at a time! See attached newsletter for celebration ideas!

## Business Manager News...Resources, Information, Updates and Training Opportunities to help you!

### NOTICE FROM 5/3 BANK:

#### ATTENTION:Fraudulent Phone Calls Impersonating Fifth Third High

We are aware of recent fraud attempts involving impersonation of Fifth Third representatives. Please be cautious of the following tactics.

- Requests for sensitive information or Fifth Third Direct (FTD) credentials, paired with links to spoofed websites.
- Clients maybe asked to grant remote access to their computers.
- Prompts to run computer commands that may install malware.

#### What to do:

- Do not provide any personal information during these calls.
- If you or someone from your organization has received one of these calls, please call our Commercial Support Center immediately at 866-475-0729.
- Please know that Fifth Third Bank will never call you asking for username, password, or security token information.
- If you suspect fraud, review your company's users, transactions, and templates for suspicious activity. Call our Commercial Support Center at 866-475-0729 if any fraudulent or suspicious activity is discovered.

#### Additional fraud protection tips:

- When accessing Fifth Third Direct, always use one of the following URLs: [direct.53.com](https://direct.53.com) or [express.53.com](https://express.53.com). Never access Fifth Third Direct through a search engine. If you have the site already bookmarked, please ensure the site you have bookmarked is one of the above.
- Links received in emails and texts may be dangerous. Refrain from clicking on links from unknown sources or ones you were not expecting.
- Be sure to verify unusual emails from senior leadership, especially requests to change payment instructions.
- If you receive a request to change payment instructions from a customer or vendor, use a known phone number to contact the requestor and verify the request. Do not rely on phone numbers provided in the email request.
- Log out of Fifth Third Direct before downloading any software or system updates.
- Establish dual approvals on payments. Requiring a second user to approve payments before submission can significantly increase protection against fraudulent payment attempts.
- Establish dual approvals on any administrative functionality within Fifth Third Direct (creating new users, editing user information, editing user permissions, changing payment approval requirements).
- Establish notifications for user changes, payment processing, payment approvals.

### ASBESTOS TRAINING REQUIREMENT

All new maintenance or facilities employees **must** complete the two-hour Asbestos Awareness Training within 60 days of employment.

#### **Asbestos Awareness Training** (2 Hours – Annual)

Individuals whose duties involve working *in or around* asbestos, but without direct contact, are required to complete a **two-hour Asbestos Awareness Training annually**.

### **Designated Person's Awareness Course (AHERA)**

Individuals responsible for maintaining or administering a school's **Asbestos Management Plan** must complete additional training on the **AHERA Program**, including duties, responsibilities, and annual compliance requirements.

This course is an **additional training module** beyond the standard Awareness Training.

### **Training Availability**

The Archdiocese offers **quarterly Asbestos Awareness Training** to ensure school and parish personnel can meet **EPA training requirements**.

### **2026 Training Dates**

- ✓ March 10
- ✓ June 16
- ✓ September 15
- ✓ December 15

To register for a class, go to [Asbestos Training - Archdiocese of Cincinnati](#) and click on the registration form.

Contact Catherine Ampfer at [campfer@catholicaoc.org](mailto:campfer@catholicaoc.org)



### **FEBRUARY eCATHOLIC chMS WEBINAR**

Plan to join the eCatholic ChMS webinar to learn how to find and correct any duplicate family records in your database. We will also cover how to prevent any future record duplication.

The training will be through Teams and there will be two times available:

- **Tuesday, 2/24 at 9:00**
- **Thursday, 2/26 at 1:00**

To sign up go to: <https://forms.gle/KPZW4nMSFT4K9RB8A>

Contact Catherine Ampfer at [campfer@catholicaoc.org](mailto:campfer@catholicaoc.org) with any questions.

**Have a great weekend!**