



Licking/Knox Goodwill

Important Update – Please Read Immediately

To: All Licking/Knox Goodwill Staff
From: Timothy J. Young, CEO/President
Date: February 3, 2022
Subject: Weather Update

Due to incoming weather, the following locations have alternate schedules for Friday, February 4, 2022.

- Administrative Staff (Including Administration and Career Services): Staff should report to work at 10:00 am.
- Retail Stores and Goodwill2Go: Retail stores and Goodwill2Go will open at Noon. Staff should contact their manager to confirm a start time.
- Warehouse: The warehouse will be closed. Box trucks will not be running.
- Business Services: Production works should not report to work. Administrative staff at this location should report to work at 10:00 am.
- The Grove: Closed to the public. Staff should report to clear snow at 10:00 am.
- Transportation: Staff should report to work at for snow clearing duties. Please contact your Vice President to conform a start time.

We will continually monitor the weather and announce any further updates through our emergency text messaging system.

Licking/Knox Goodwill is continually monitoring the health and safety of our staff with the assistance of state and federal media. To receive the fastest and most accurate updates, please be sure to join our emergency text message system. Open your text message app and send the word EMERGENCY to the phone number (740) 224-8441.