



January 2023

Featured News

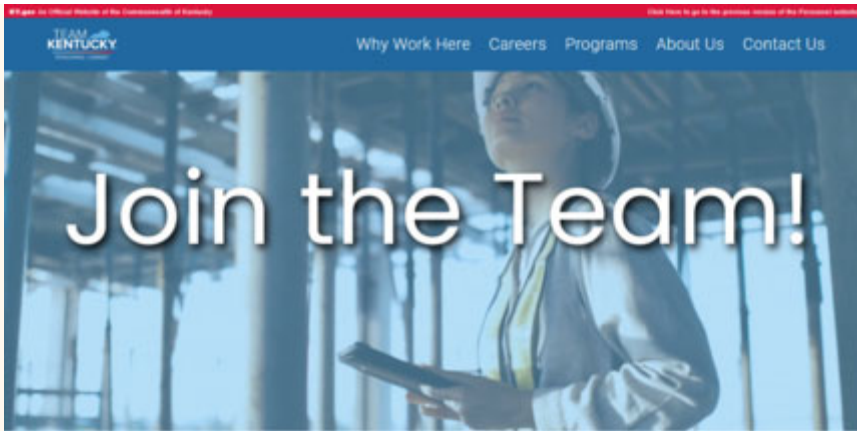
Kentucky Personnel Cabinet Website Changes - Coming Soon!

Beginning next week, the Personnel Cabinet will launch a redesigned website to serve as a recruitment site for potential employees. Below is a sneak preview!



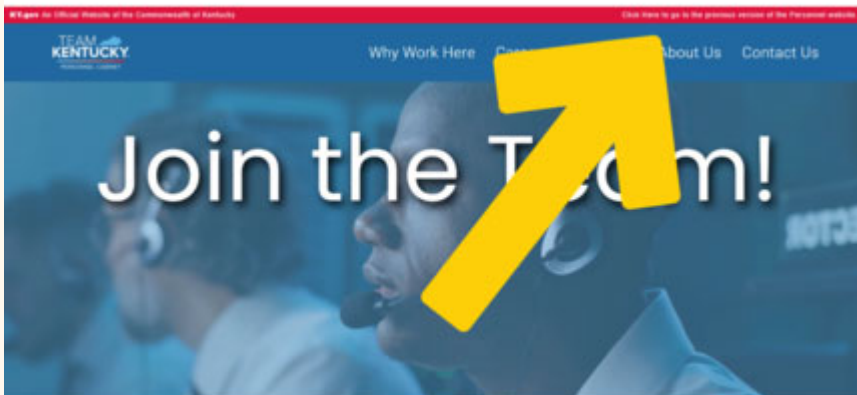
Get Started on MyPURPOSE Today!

- Access over 2,000 online training courses and webinars.
- Connect with team members virtually.
- Apply for career opportunities.



Information you currently access as an employee will be moved and can continue to be accessed in the following ways:

- By visiting extranet.personnel.ky.gov,
- Through the website links available within KHRIS ESS and MyPURPOSE or the Personnel Cabinet mobile app, and
- By accessing the new website and selecting the link shown below.



Be aware that any links or favorites you have saved from specific pages on the Personnel Cabinet website will be broken and will need to be updated.

We appreciate your support and patience as we undergo these changes.



Download the app!

- Quick access to benefits, careers, pay and other employment resources.
- Receive instant notifications during emergency situations.
- Stay in the know with the latest employee news.

[CLICK HERE TO ACCESS PERSONNEL EVENT CALENDAR](#)



**BLOOD DONATIONS
NEEDED!**

[Click here for Blood
Donation Information](#)

The Kentucky Department of Revenue is pleased to offer **free e-filing of completed individual income tax returns** with both the Kentucky Department of Revenue and the Internal Revenue Service for all **EXECUTIVE BRANCH STATE EMPLOYEES (no extended family or friends)**. Electronic filing offers many benefits such as faster processing, fewer errors, faster refunds and direct deposit. The deadline to submit your returns and forms to the department for this service is April 3, 2023.

Please note, this service does not include returns with business schedules such as C, D, E, F or Form 2106.

- Employees in Frankfort can drop off their **completed tax returns at the front desk** located inside of the State Office Building at 501 High Street in Frankfort. Please label your envelope “ATTN: Frankfort Taxpayer Service Center” so your return can be routed to the appropriate location.
- Employees outside of Frankfort may drop off **completed returns** at any of the other nine taxpayer service centers located throughout the state. For a list of locations and telephone numbers of all taxpayer service centers visit <http://revenue.ky.gov/Get-Help/Pages/Service-Centers.aspx>

Participating employees must complete and sign their federal and state tax returns, as well as the following forms noted below (links provided):

- 1) [Federal Form 8879](#)
- 2) [Form 8879-K](#). (If this form is not available, copy the federal form 8879, sign and add K behind the form number).
- 3) [Federal Form 14446 Taxpayer Consent](#). Please complete part III of the form.
- 4) [Federal Form 13614-C Intake/Interview & Quality Review Sheet](#)

5) Copy of your Photo ID as well as copies of the social security cards for everyone on your return.

Please include your completed tax returns, your W-2s, and all of the above forms in an envelope with your name, phone number and email address where you can be reached during business hours on the front. Once the IRS has acknowledged that your return has been accepted, you will be contacted that your return is ready for pickup at the location you dropped it off. Returns will be entered and transmitted as soon as possible, usually within four to five working days depending on the volume of returns.

If you have questions, please contact your [local taxpayer service center](#).



Beginning with payroll checks issued on or after 1/1/2023, the annualized state tax withholding rate will be 4.5% after a standard deduction of \$2,980.



Don't Wait!

Complete your 2023 LivingWell Promise between now and July 1, 2023.

- Take the WebMD health assessment at webmdhealth.com/keh/ or

- Receive a biometric screening from your physician, lab or clinic.

You'll receive up to \$480 in premium discounts (\$40 per month) for the 2024 plan year if you fulfill your LivingWell Promise by July 1, 2023.



Upcoming GSC Training Workshops available for Employees!

GSC will be offering courses within the Leadership Basics and Managing Work Relationships curricula. It is best to register for the curricula for the best learning experience, but courses can be taken independently once the prerequisite(s) are met.

GSC Virtual Offerings:

All classes are from 10:00AM -12:00PM

GSC Leadership Basics: Roles

January 18, 2023 (Prerequisite: GSC Leadership Basics: Foundation)

GSC Leadership Basics: Communication

February 1, 2023 (Prerequisites: GSC Leadership Basics: Foundation & GSC Leadership Basics: Roles)

GSC Managing Work Relationships: Understanding Your Social Style

February 15, 2023

GSC Managing Work Relationships: Adapting Your Social Style

March 1, 2023 (Prerequisite: GSC Managing Work Relationships: Understanding Your Social Style)

GSC Leadership Basics: Foundation

March 15, 2023

GSC Leadership Basics: Roles

March 29, 2023 (Prerequisite: GSC Leadership Basics: Foundation)

GSC Train the Trainer Series*

January 11, January 25, February 8, February 23, March 8, March 23, 2023

**Must attend all sessions*

MyPURPOSE Courses:

GSC Training Administrator:

8:30AM – 12:00PM February 22, 2023

New Administrators only

GSC Training Coordinator:

1:00PM – 4:00PM, February 22, 2023

New Coordinators only

GSC Admin and Coordinator User Group:

10:00AM – 12:00PM March 22, 2023



The joy of doing something can diminish when you're pressed for time and lack the right level of expertise. That's why you should consider Nationwide ProAccount[®], our managed account service. It's like hiring a professional shopper for your retirement investments.

Available for an annual asset fee, ProAccount professionals will research, select and manage your investments based on your age, personal tolerance for risk and the information you provide through [My Interactive Retirement Planner](#)SM.

A Nationwide ProAccount could be the gift to yourself that keeps giving for a long time to come. To learn more, contact:

- Your [local Kentucky Retirement Specialist](#)
- A [Frankfort-based Internal Retirement Specialist](#)

Kentucky Employee Assistance Program

Upcoming Webinars



Don't miss these webinar training opportunities provided by the Kentucky Employee Assistance Program! To register for a webinar, you can find them on *MyPURPOSE* under Learning > Event Calendar.

January

Time Management - Wednesday, Jan. 25

February

Fundamentals of Personal Budgeting - Wednesday, Feb. 1

Budgeting for Healthy Eating - Wednesday - Feb.8

Mindfulness: Managing the Emotional Brain - Wednesday, Feb. 22

March

Credit Repair - Wednesday, March 1

Your Most Healthy Brain - Thursday, March 2

Sleep Matters - Tuesday, March 21



Did you know: The Commonwealth of Kentucky has been recognized by the Dave Thomas Foundation for Adoption as one of the Best Adoption-Friendly Workplaces in the government industry!

Currently, we offer up to \$7,000 in the form of a reimbursement, a stipend, or combination thereof to help cover adoption expenses as well as offset future medical or educational expenses.

We are thrilled to offer our adoption benefits and hope that our employees continue to utilize this program. [Click here to learn more about your eligibility or to apply for these benefits.](#)



2023 Holidays for State Personnel

State offices shall be closed and state employees shall be given a holiday on the following days:

- One-half day, Friday, April 7 - Good Friday
- Monday, May 29 - Memorial Day
- Tuesday, July 4 - Independence Day
- Monday, September 4 - Labor Day
- Friday, November 10 - Veterans Day
- Thursday & Friday, November 23, 24 - Thanksgiving
- Monday & Tuesday, December 25, 26 - Christmas
- Friday & Monday, December 29, January 1 - New Year's



Winter Safety Tips

Winter weather can be beautiful but it can also bring about some unique safety concerns.

Please review this information from the experts at [Ready.gov](https://www.ready.gov) and be prepared for whatever cold weather blows in.

About the Personnel Cabinet

The Personnel Cabinet provides leadership and guidance to: attract, develop, motivate and retain a talented, diverse workforce; foster an understanding of and adherence to regulatory requirements; and create a positive, supportive work environment that values all employees.

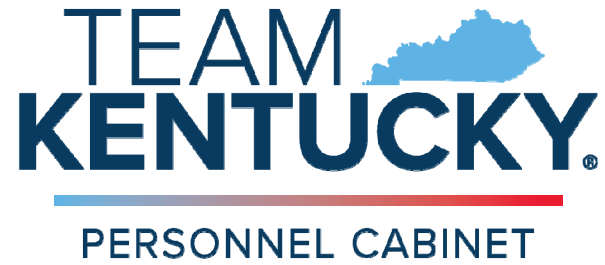
The Personnel Cabinet is located at 501 High Street, Frankfort, KY 40601
Normal business hours are from 8 a.m. to 4:30 p.m.

EEO Statement

The Commonwealth of Kentucky does not discriminate on the basis of race, color, sex, disability, age, national origin, religion, sexual orientation, gender identity or expression, pregnancy or related

medical condition, marital or familial status, ancestry, political affiliation, genetic information, or veteran status in accordance with state and federal laws.

CONTACT US



STAY CONNECTED:



This mailbox is not monitored for responses.

This email was sent to steeley.shacklette@ky.gov using GovDelivery Communications Cloud on behalf of: Kentucky Personnel Cabinet · 501 High Street, 3rd Floor, State Office Building · Frankfort, KY 40601

