



TECHNOLOGY MOVING AT THE SPEED OF THOUGHT®

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Annual Benefit Renewal How Employees Can Make a Difference

At TekSynap, we take great pride in offering a medical plan that fully covers our employees and their dependents at the lowest possible cost. By operating as a self-insured plan, TekSynap directly pays the claims incurred by everyone enrolled, ensuring comprehensive coverage for our employees and their families. Additionally, we fully cover the cost of the Health Reimbursement Account (HRA), ensuring that our employees face little-to-no out-of-pocket expenses. Maintaining such a rich benefit is no small feat, and we are proud of the steps we've taken to make this possible.



After four years of successfully maintaining our domestic medical plan without any increases, we now find ourselves in a market with rising healthcare costs. We have worked diligently to keep the impact of these premium increases in the single digits while continuing to offer comprehensive coverage.

Our commitment to keeping premiums low and benefits rich is reflected in the unique structure of our plan. We believe in empowering our employees with tools and knowledge to help manage costs while continuing to provide exceptional coverage. Over the years, we've provided various suggestions on how employees can help sustain our healthcare plan, and we encourage you to keep these in mind:

Scheduling an Annual Physical: Employees should ensure they are attending their regular check-ups and screenings, including their annual physical. These appointments are important to get a baseline of your health and can help catch medical issues early on.

Prescription Expenses: Employees should assess their prescription drug expenses for affordability. Whenever possible, choosing a generic prescription over a brand name can go a long way towards cost savings.

Telehealth Services: Cigna Medical offers *MDLive* as their telehealth service. This is an excellent benefit for employees to consider when they have non-emergency medical issues. These visits are often more convenient and less expensive than in-person visits.

Choosing In-Network Providers: Using in-network providers assures your HRA goes a long way and can minimize future out of pocket costs related to prescription co-pays. These providers also help keep claim costs down.

As we enter the next benefit year, on October 1st, 2024, we are confident that with your continued support and cost-conscious decisions, we can keep premiums manageable while maintaining the high-quality benefits you've come to expect. TekSynap remains dedicated to ensuring that our employees and their families have access to comprehensive, affordable healthcare, and we will continue to work hard to protect and enhance these benefits for years to come.

Ruben Hormostay, HR Director
Toni Fisher, CAO

The 2024-2025 Benefit Booklet will be available in the ADP Forms Library on September 4th. If you have any questions, please email hr@teksynap.com.

Open Enrollment 2024-2025

Open Enrollment will be from
September 10th - September 17th.
New benefit elections will be effective
October 1, 2024.

This year the medical, dental, and vision plan providers and coverages will remain unchanged. If you don't complete the enrollment process for those plans, your elections will automatically carryover into the new plan year. **FSA Plans will NOT automatically rollover. You must complete the enrollment process to continue your coverage.**



Open Enrollment elections can be made in ADP starting on September 10th.

TekSynap will be offering an open enrollment presentation for employees to attend via Microsoft Teams. All employees will receive invites to both presentations.

Open Enrollment Presentation Dates:
Thursday, September 12th @ 3pm EST
Monday, September 16th @ 10am EST

Career Initiative Discussion

Interested in other roles in the company?
Want to grow your career?
Do you know where to start?

Schedule a session with **Kearstin McGinnis** to speak further. She can help you navigate the roles and positions available at TekSynap and help create a path for the next steps.

Available timeslots are limited, [click here to schedule now!](#)



Security Training Requirements

If you are working on a cleared contract, please upload your security training certificates into **TekWorkforce**. The required trainings include *DOD CUI Training*, *Counterintelligence Awareness and Reporting* and, *Insider Threat Awareness*. See *BMS 9.11.13.1* for instructions on adding certifications to **TekWorkforce**.

Any Questions? Email Security@teksynap.com.



Caught in the Act

Daniel Mirkovic was recognized for his excellent problem-solving skills, quick thinking, and technical expertise.

Jeremiah Montalvo received two kudos for being pleasant and professional during interactions with customers.

Lisamarie Hughes was applauded for her hard work, dedication, and professionalism.

A customer praised **Karl Findorff** for his assistance and persistence.

David Johnson was recognized for his excellent customer service.

Shaun Jones was sent kudos for going above and beyond to help customers.

A customer commended **Jamal Armstrong** for providing excellent service.

Don't forget to let your Quality team know about all the good things going on at TekSynap by submitting your Kudos on the ***Employee Portal***.

Help us recognize our employee contributions in the monthly Newsletter.



TekPets



In mid-May, I came across 6 little ducklings and their mother at a nearby pond. It brought me so much joy to go out and check on them daily and watch them grow. At the end of July, their mother taught them how to fly then left to go on her way. A few days following that, the little duck squad made their way to start the next chapter of their adventure too!

-Tiffany Bean

Feature your pets in the next newsletter!

TekSynap Travels



Mercedes Mason and her family traveled to Germany and Iceland to celebrate her 5-year anniversary with TekSynap. In Germany, they toured Bad Homburg Castle, the Drosselgasse in Rüdeshheim, and the medieval old town of Rothenburg ob der Tauber. The highlight of their trip was visiting the hospital where Mercedes' son was born and showing him where they lived when the family was posted in Frankfurt am Main. Mercedes and her family also stopped in Iceland and enjoyed a tour of Reykjavik's architecture and historic places. The whole family had a wonderful time!



Certification Corner

Nasratullah Rahman

Microsoft Certified Database Administrator

Johnathan Wilson

Security+

Gregory Newland

Certified in Cybersecurity

George Garyu

ISC2 Certified Info Systems Security Pro

Danny Honegger

Certified in Cybersecurity
AMX Technician

Christopher Clark

Microsoft Certified Azure Administrator
Microsoft Certified Solutions Expert
JNCIA-Data Center

Will Clough

CompTIA CASP+
Splunk Enterprise Certified Architect

Scott Bertran

ISC2 Certified Info Systems Security Pro

Russell MacFarlane

CompTIA Project+

Rohan Fernandes

JNCIA-Mist AI

Felix-Colin Fonmedig

Security+

Dorian Smith

CCNA



Employee Learning Program

Employees are encouraged to use the Employee Learning Program (ELP) Benefit. [Click Here](#) to access the form.

If you have earned a new certification, please add it to your **TekWorkforce profile**.

Updating your certifications in TekWorkforce will help us identify you for career advancement opportunities.

Open Positions

CSFC - Hawaii

System Engineer
Sr. Network Engineer
Sr System Engineer

DTRA

Senior Systems Administrator
Mid Systems Administrator
ISSO
NOSC Administrator

DLA JETS

Team Lead Firewall



Please email your referral resumes to careers@teksynap.com to receive up to \$2,000.

Be Alert for Scammers

Scammers are using text message and email strategies to deceive you into giving them your personal and corporate information. Scammers use text messages to steal passwords, account numbers, SSNs, and important information that is crucial to your personal or work life. These scammers have been enhancing their tactics and impersonating people you know.

Examples to be aware of include someone saying they have noticed suspicious activity or log in attempts on your accounts, claims of a problem with your account, and requests for responses from unknown contacts. The text messages or emails are usually generic. These attempts may harm the reputation of companies and allow access to important data.



What To Do If You Suspect a Phishing Attack

TekSynap has recently seen a rise in text message impersonations, specifically leadership, attempting to gain access to vital information via staff. The above image is an example. Ensure you are reviewing where emails and texts are coming from; if there are reports of scam texts being sent out, our Cybersecurity team will send out email notifications. If you are suspicious about an email, you can mark it as phishing in Outlook.

Q2 2024 Quality Objectives on Display

We all play a role in meeting our corporate quality objectives. To see how we're doing, please check-out the [Q2 2024 Objective Share!](#)

Foreign Travel

Who is up for a trip to a foreign country!? Many people travel abroad for special vacations, to relax and to just get away, as well as for business. As an employee of a tech company/government contractor, however, there are some requirements and precautions you should be aware of when traveling. For those who are cleared, it is a requirement by the Defense Counterintelligence and Security Agency as part of your agreement to hold a security clearance to report your foreign travel. For those who are not cleared personnel,

TekSynap has promoted that it is still good practice to report all foreign travel. You can report this information through the TekTraveler tile in the [Employee Portal](#).



The information required to report includes the location you are traveling to, including address and city of where you are staying; providing name, country of citizenship, and time you began

contact with any foreign contacts (family or friends, including those contacts you make while on your trip); and passport information. If you do not have a flight/cruise itinerary to upload, please type out the information on a Word document and upload that. For cruises, please list the port stop in place of city for your accommodations along with the name of the cruise and cruise line company.

Those traveling on cruise ships are often told that it is not required to provide a passport because the cruises have special agreements. The cruise companies will claim that traveling with your Driver's License and Birth Certificate is acceptable. This is **highly discouraged** by both Department of State and DCSA for cleared and non-cleared individuals alike. Anytime you leave the country you should **carry your passport since it is the only internationally recognized form of ID**. Even if cruises have an agreement with the country of destination, there is no guarantee that the agreement will hold and there is always the possibility of running into an issue, such as a hurricane or mechanical failure, where the ship is diverted to another port in another country. It can also put you at risk for not being able to reenter the U.S. Go to [**Cruise Ship Passengers \(state.gov\)**](http://Cruise Ship Passengers (state.gov)) for guidance on cruises from the U.S. Department of State.

Some precautions while traveling are:

1. Do not discuss anything work related with anyone, foreign adversaries are always on the lookout for proprietary, as well as government-related, information. When talking with coworkers, only discuss work in private where there is no possibility of listeners.
2. Do not use hotel or publicly available Wi-Fi networks, use your cell phone as a hot spot and route through a VPN whenever possible.
3. If traveling with a laptop, do not use the hotel safe. Always try to hide the computer in a spot not commonly used to store personal belongings. Take your computer with you if you are going to allow the room to be cleaned.
4. Never use public phone charging stations without a USB Data Blocking device. This will prevent data from being transferred from or to your phone while it is charging. (Yes, they can steal information from your phone or infect your phone with malware just while charging it.)



Happy 5 Year Anniversary

**Kendall Collinson
Jessica Huddle
Alexei Kossobokov
Jason Hurd
Logan Edens**

Your travel award is right around the corner! Be sure to check your TekSynap email at the end of the month.

Anniversaries

Seven Years

Lindsey Dale
Frank Amrhein
James Brown

Six Years

Jacqueline Soltero
Ryan Hinkle

Five Years

Kendall Collinson
Jessica Huddle
Alexei Kossobokov
Jason Hurd
Logan Edens

Four Years

Michael O'Connell
Alexander Thrower
Robert Cooke
Melanie Springs
Steven Doubler

Three Years

Stephen Broussard
Timothy McCaw
Susan Brumfield
Colton Phillips
Sandip Aujla
Patricia Connolly
Lloyd Ofori-Asomaning
Katie Schuster

Two Years

Ethan Fajardo
Gabriel Alfaro
Dan Acquah
Eleanor Mlecsko
Mamadou Niass
Joseph Schultz
Nykia Potts
Marqell Broxton
Christopher Lucidi
Gregory Newland
Timothy Schemmel
Quentin Flanders
Laura Woodward
Kevin Williams
Hilda Esposito
John Holland

Welcome, New Employees!

Jonathan Jones
Lawrence Hall
Jordan Howard
Gary Assa
Jacques Howell
Sean Golash
Branden Call
Brandon Lowther
Lazar Antic
Oscar Cortez
Eddie Willson
Christian Lebughe
Anthony Bivens
Terricka Jones
Anthony Contreras
Victor Diaz
Caleb Russian
Justin Ward
Rachel Grawrock
Kevin Albrecht
Kevin Hood
Syed Abbas
James Humes
Henry Vesga
Michael Ohler
Kiara Nelson
William Tucker
Mignon Tolbert
Ronald Stuart
Kirsten Schwiesow
Ian Coulter
Michael Ortega
Zufan Yoseph
LaShan Gales
Ivan Fleming
Isaiah Murillo
Jalen Perry
Jeffery Anderson
Antonio Williams
Helena Chestnut
Chantel Pederson

One Year

Terry Jones
Aaron Taylor
Bridges Baudier
Cairon Overton
Saadat Bangash
Andrew Thorn
Daniel Warshaw
Charles Govey
Paul Harkness
Darry Cross II
Jesse Lunt
Cindy Yu
Nicholas Smith
Jike-Ere Opirijitei
Sophia Richard-Sandy
Lyndon Bilal
Steven Sayre
Jessamyn Tempel
Victor Costigan
Shonda Bijou
Tyler Reed
Terrisha Madison-Smith
Grace Redding
Raghuvardhan Nagulavantha
MoAsia Gonzalez
Anthony Rivera-Torres
Umesh Khasgiwala
Ravalika Kallepu
Syed Ali
Ashanti DeVaughn
Li Li
Neelima Uppalapati
Vincent Miller
Tennyson Rodrigue III
Willis Hawkins
Aryba Qureshi
Peng Sun
Philip Fasullo
Justin Comeaux
Shane Rapp
Isaiah Washington
John Nguyen
Tilmon King
Mark Toups
Paul Cheramie
Karl Findorff
Alfredo Olvera Torres
Bart Pittari
David Durio
Allison Baudier
Edwin Parker
Nassrin Moghadam
Rajasekhar Bajagaku



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