July 18, 2023



# Weekly Message



**Next Monday, July 24,** is International Self-Care Day! At Salt Lake County, we believe in the importance of creating a healthy work-life balance. In case you didn't know, Healthy Lifestyles, a program under the Salt Lake County Health Department, offers numerous resources to help make that goal a reality.

Healthy Lifestyles was launched in 1990 to help employees thrive both personally and professionally. The program aims to create a culture of holistic wellness by educating and empowering SLCo employees to engage in sustainable, healthy behaviors that can be adapted to fit individual needs.

Healthy Lifestyles offers a range of resources, including virtual and in-person workshops and events to support your well-being. The workshops cover topics including self-care, mindfulness, stress management, nutrition education, and more. You can find a complete list of workshops and events on the Healthy Lifestyles website <u>here</u>.

Remember, self-care is not selfish—it's essential. So, this International Self-Care Day, explore the resources and workshops provided by Healthy Lifestyles, and discover new ways to prioritize your well-being.

#### **Power Outage**

Our utility power is scheduled for an outage **next Monday**, **July 24**, **at 8 a.m.** to check the operation of our emergency generators and transfer switches. This outage will affect both the north and south buildings of the Government Center for approximately 30 minutes per test with up to 4 tests that morning. Anything not on emergency power or UPS will notice an outage during this check, so please notify everyone to shut down unnecessary equipment. We also recommend identifying and backing up all critical systems before the outage.

Please contact the Electrical Systems Manager, Dave Rohbock, at 385-468-0349 with any questions.

## **Blood Drive**

We're currently facing a critical shortage of blood donations during the "100 Deadliest Days of Summer." With just 3% of our state donating, Utah hospitals urgently need your support. Help the Red Cross "Pay It Forward" at this month's blood drive:

#### Today, July 18

9 a.m. to 2 p.m. USU Conference Room (S1-120) 2001 S State Street, Salt Lake City, UT

When you donate, you'll receive a \$15 coupon to spend (where you want), a Shark Week t-shirt, and a chance to win a New York vacation! Bring a friend and <u>schedule</u> <u>your appointment</u> today! Your contribution can make a life-saving difference. Act now and help us overcome this shortage!

## Office 365 Move to ePortal

Attention: All County employees with a slco.org email address.

Office 365 will be moved to ePortal on Wednesday, August 2, from 6 a.m.–8 a.m.

In preparation for this move, please take a moment **before** August 2, if you haven't already, to:

1. Follow the <u>eDirectory Instructions</u> for populating the (Non-County) Email Address field AND Phone Number for MFA Text Messages field.

2. Follow the <u>ePortal Log-in & Enrollment Instructions</u>.

We strongly recommend employees configure both types of Multifactor Authentication (MFA)—text message and mobile phone—just in case one of the methods is temporarily unavailable.

*Employees who access County email on their mobile phone will have numerous options to maintain access as described <u>here</u>.* 

Visit our Project Webpage to learn more.

## **New Webex Features**

We are excited to announce several new Webex features for you to take advantage of. You can learn more about how to take advantage of each feature via the links below:

- Webex App | Space sections
- Webex App | Setting personal pronouns | What are personal pronouns?
- Webex App | Public spaces
- Webex App | Turn off reactions in a meeting
- Roles in Webex Webinars
- <u>Countywide Directory: SLCo "Public" Webex Spaces Employees Can Join "At</u>
  <u>Will"</u>

#### Management Course

Join our in-person Management Course on August 10 to:

- Collect best practices from bad and good management examples we observe.
- Identify management values and engagement styles that work for us individually.
- Identify several current management models and apply these models in current situations.
- Enhance day-to-day skills that enhance our management effectiveness.

Enroll today!

#### Retirement



