July 25, 2023



Weekly Message



Tomorrow, July 26, marks an important milestone in our nation's history: the anniversary of the Americans with Disabilities Act (ADA). This landmark civil rights act, signed into law in 1990, reaffirms respect and protections for every person, regardless of disability.

The ADA is a comprehensive legislation that prohibits discrimination against people with disabilities in various areas, including employment, transportation, public accommodations, communications, and access to state and local government programs and services. Its key goals are to ensure equality of opportunity, economic self-sufficiency, full participation in American life, and independent living for individuals with disabilities.

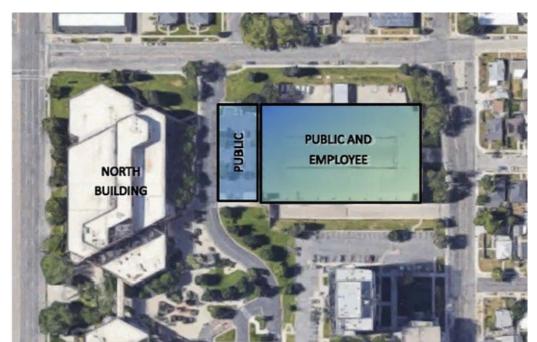
Salt Lake County reviews more than 100 requests for accommodations under the ADA each year. We are committed to ensuring Salt Lake County is an accessible workplace. If you require assistance or have any questions regarding the ADA process, please reach out to Alisha Weston, our Employee Relations/ADA Coordinator, at 385-468-0583. You can also find more information on the ADA process in our policy document, available <u>here</u>.

Employee Parking

The number of both employees and patrons visiting the Government Center has increased traffic and caused parking concerns for the public. Please remember to *park in employee-designated lots* to allow for residents to use the spots closest to the buildings. We appreciate your cooperation in ensuring our customers are well taken care of.

Employee-designated lots are as follows and are illustrated on the map below:

- Levels 2–4 of the northeast parking structure (level 1 is reserved for the public)
- Southwest surface lot
- Southeast surface lot





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?
- <u>Webex App | Public spaces</u>
- 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

Only 6 seats left for our in-person Management Course on **August 10** which will teach you how 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

