



PHX CONNECT

The Weekly Connection Newsletter for City of Phoenix Employees • April 1, 2021

Important Updates to the City's COVID Leave Policies

This past year has been unlike any other time at the city of Phoenix as we've navigated the COVID-19 pandemic. In spite of unprecedented challenges, we have been, and continue to be, focused on employee health and well-being, while maintaining outstanding service for our customers. We realize that a big part of being able to provide seamless public services means taking care of the people who provide those services—our employees.

The city recently updated the 2021 COVID-19 Leave policies. You read about these updates in the employee communication that was distributed citywide on Friday, March 26. Please review the message thoroughly, as some provisions will be extended to June 30, while others will expire at the end of April.



At Harmon Library, 82% of the staff have received their first vaccination because, "We want to be safe as we work with the community, with each other and at home with our families."

COVID-19 News

Vaccine Incentive: All city employees who submit a completed COVID vaccine card, showing the dates of all required doses received at any location, are now eligible to receive a **Vaccine Safety Award of \$75**. All employees who have already received the vaccine, as well as those who will receive it through calendar year 2021, are eligible.

COVID-19 Testing Opportunities

City of Phoenix employees have access to resources like **priority testing**:



- ◆ **City of Phoenix Employee Healthcare Clinic:** COVID-19 live-virus testing for employees, regardless of health plan, is available weekdays 7 a.m. - 5:40 p.m., **by appointment only**. The clinic is located at 1 N. Central Ave. [Employees can schedule an appointment](#) and select "COVID Virus Testing – City of Phoenix." This is a walk-in test site only.
- ◆ **Washington Activity Center (WAC) Test Site:** WAC, 2240 W. Citrus Way, is open to employees and members of their households. Employees must call to schedule appointments for themselves and household members by calling 602-534-0693. Testing is available Tuesdays and Thursdays from 7 a.m. - 3:50 p.m. This is a walk-in test site only. *Rapid testing is available at this location with results provided, in most cases, within approximately 15 minutes while you wait.



Electric Vehicle Discounts

If you are thinking about buying a new vehicle, you may want to consider purchasing an electric vehicle (EV)!

Plug in the Savings



They are fun to drive, reduce CO2 emissions, can drive in the carpool lane and are cheaper to own and operate. Drive clean and save some green!

[Check out more information](#) about the discounts online, ask your local dealer about EV deals and incentives or email electricvehicles@phoenix.gov.

Job of the Week

Administrative Assistant II – Promotional

\$55,931 - \$86,176/annually

This position assists the head of a department or a major division/program with day-to-day professional level administrative duties. This may include managing operating and/or capital budgets; conducting independent research studies; assisting in the development of operational policies and procedures; writing policies, reports and contracts; staffing meetings and conduct training and group presentations with City staff and the public; coordination and problem solving across departmental lines; assisting in implementing improvements; and, evaluating and making recommendations on administrative projects and problems. Sound business communication, written and oral, including public speaking experience is needed. Some Administrative Assistant II positions supervise the work of other employees.

Requirements: Three years of professional level administrative or financial experience (e.g., administration of projects and programs, research and analysis, or budget preparation, reporting, procurement and contract monitoring), Bachelor's degree in public or business administration or a related field.

[Check out the latest job openings here.](#)

[Check out the entire job database here.](#)

Leave Donations

The following employees are accepting leave donations. Use eCHRIS to make your donation:

- ◆ Lisa St. Onge – Municipal Court
- ◆ Kelly Frizzell – Police
- ◆ Shawna Gardner – Water Services

To see a complete list of all employees currently accepting leave donations, visit the [Leave Donation website](#).

Did You Know?

The Benefits Office is excited to offer employees approaching retirement a virtual brown bag information session "Medical Benefits; What to Expect When You Retire." This session will be covering benefit options upon retiring. The sessions are scheduled for the second Wednesday of every month. Attendees learn about topics including MERP, PEHP, COBRA coverage and the City of Phoenix retiree health insurance options. You will have the opportunity to ask general benefits questions. [Register](#) for the next session, Wednesday, April 14, 2021.

Join the Conversation



 **CityofPhoenixAZ**

Downtown Traffic Change Notice



As part of the 3rd and 5th avenues Improvement Project, 5th Avenue, between Van Buren and Roosevelt streets, will be changed to two-way traffic with one lane in each direction beginning Tuesday, April 6. Please use extra caution when traveling in the area and always slow down in work zones. The project is aimed at increasing safety, corridor circulation, expanding bicycle facilities and more. Learn more about the project at the [project webpage](#).

April 6 Day of Action for Sexual Assault Awareness Month



Show your support for sexual violence awareness and prevention by wearing teal on Tuesday, April 6. April is Sexual Assault Awareness Month and the color teal shows support for survivors and the importance of having conversations about consent and respect. Share your selfie or create a photo collage with friends, co-workers or family and share on social media using the following hashtags:

#LetsTalkTeal and #SAAM2021. For more information, visit the [Human Services website](#).

PHXTV Video of the Week



See how the city's Gated Alley Program provides protection and security to residents in the Washington Park area. Checkout the video of on the PHXTV

[YouTube](#) site.

Phoenix Hispanic Heritage Tour

In honor of our city heritage, the Planning & Development Department's Historic Preservation Office is hosting a Live Virtual Event!!

"Tour Phoenix's Hispanic Heritage"

Explore the contributions of our Hispanic Communities and learn how to create your own Story Map. Completed in 2006, the Hispanic Historic Property Survey documented many important places to Phoenix and its Hispanic heritage. Join us on Thursday, April 8, 2021 at 1:30 pm, via WebEx to explore the properties and stories of the places and the people who made a mark on our Phoenix communities, shaping the city we see today through the Historic Preservation Office's Hispanic Heritage story map. The HP Office will also provide a quick tutorial on using ArcGIS story maps to build you own!



[Register](#) and receive TRIPLE Diversity Training credits under the city's Equal Opportunity Plan. Your attendance will count toward your departmental goals.

Email crystal.carrancho@phoenix.gov for more information.

City Employees Going Above and Beyond the Call of Duty

Aviation Technology Team Providing Service Excellence

Early in the pandemic, the aviation industry realized the need to communicate health and safety requirements and information about COVID-19 from a one-source, standardized place. Last year, under the leadership of Airports Council International, multiple airports and World Business Partners worked together to create the Check & Fly app that would fill this need.

The app was originally only available for iOS operating systems, meaning that it was only available to Apple users. Phoenix Sky Harbor International Airport's Information Technology (IT) team saw the need for ensuring that Android users had access to this critical information, and therefore, developed an Android version of the app. This version was recently released by ACI World to the Google Play Store thanks to the diligent efforts of the PHX IT team. The app is free and provides users with comprehensive information about what they can expect when they travel through a particular airport.

The next time you fly, be sure to download the app from the Apple app store or Google Play store. Learn more at skyharbor.com.

City Employee Recognized for his Kindness



Solid Waste Equipment Operator Rudy Rivas' kindness cannot go unnoticed! Last week as he was on his route, he found a set of Toyota car keys and stopped to ring the doorbell of a resident with a Toyota vehicle parked in the driveway. Rudy randomly rang the doorbell of a fellow city employee. Though the keys did not belong to the resident, Rudy's fellow employee thought that it was extremely kind to go above and beyond the call of duty to try to return the lost keys. Rudy's fellow employee forwarded his photo to Public Works management and asked if his good deed could be profiled in the employee newsletter. You never know who will notice your good deeds and share it with management! Rudy still has the keys so if you know of anyone who has lost a set of Toyota car keys in the Arlington Estates subdivision in Laveen, you can contact Rudy at rudy.rivas@phoenix.gov.

If you have a story about a city employee doing a good deed or extraordinary work, please share that story with your department Public Information Officer and copy the PHXConnect@phoenix.gov inbox. Please include your name, department and contact information. Submissions are subject to review and approval.

Virtual Blood Drive: Because of You, Life Doesn't Stop

The city of Phoenix is teaming up with Vitalant, a non-profit organization, to host a [virtual blood drive](#). Over the past year, the public health community has faced major challenges in attracting blood donors during the pandemic. The good news is that there are ways to support your community by donating blood, safely.

Employees can [schedule an appointment](#) online for the city's virtual blood drive from April 1—30. All blood and platelet donations are tested for COVID-19 antibodies. Vitalant will let you know your results and how you can help patients fighting the virus.

Bonus – Employees who participate in the blood drive and submit a photo of their completed donation form can email the photo to be.healthy@phoenix.gov to be entered into a drawing for a Nutribullet, \$25 gift card or an InstaPot. Per IRS regulations, employees are subject to taxes on the value of prizes received from Fit4Phoenix.