

# PHX CONNECT

The Weekly Connection Newsletter for City of Phoenix Employees • October 30, 2019

## Breast Cancer Awareness Month



Five years ago, the Superintendent of the Traffic Signal Shop was inspired to dedicate a single day every year in October to honor the memory of his mother who passed away after battling breast cancer.

The foremen, supervisors and administrative staff select a day each October as the “wear pink for breast cancer” day and they all wear pink shirts and gather for an annual team photo. In doing so, they raise awareness of how many lives are touched by a breast cancer diagnosis and honor those who have been treated for this cancer.

### *Did you know?*

- One in eight women will be diagnosed with breast cancer in their lifetime.
- Only about 20 % of women diagnosed with breast cancer have a family history of the cancer meaning 80 % have no family history. It is the most common cancer affecting women across the globe.
- It is the second leading cause of cancer deaths in women.

## Security Checks



Two months ago, new security procedures and random screenings began at Phoenix City Hall and the Calvin C. Goode building. A few things to remember:

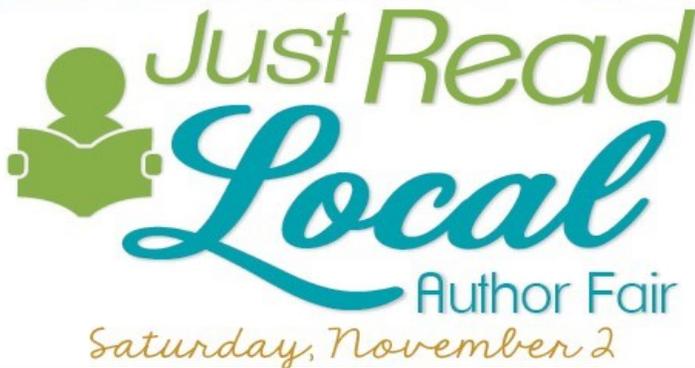
- ◆ Employee badging will not bypass the security screening unless you are a sworn public safety officer
- ◆ During these screenings, you may only exit through the west or southwest doors

Here are some tips to help expedite the screening process:

- Empty pockets and use the provided containers
- Belts do need to be removed
- Purses, briefcases, backpacks and parcels must be placed on the X-ray machine for scanning
- If you are wearing items with metal, like a watch or bracelet, please raise your hands to head level as you walk through the magnetometers to speed up the screening process.
- If the magnetometer sets off an alarm, a security officer may perform another scan, using a hand wand.

Thank you again for your patience during this process. If you have questions, concerns or comments about this new process, please send an email to [contactus@phoenix.gov](mailto:contactus@phoenix.gov).

## Local Author Fair



Meet more than 70 local authors from all over Arizona including Jana Bommersbach, Stella Pope Duarte and Jon Talton. Books will be available for purchase and signing! For more details, visit the "[Just Read Local Author Fair](#)" page.

## NEED HELP WITH A PMG?

**Do you have a question about the PMG process?**

**Are you having trouble accessing or using the ePMG template?**

**Are you a supervisor who needs advice on writing a PMG?**

**Are you an employee who has questions about your PMG?**

Call the HR Connection Center! 602-495-5700

The HR Connection Center can troubleshoot many common issues\* and answer most questions about PMGs. If they are unable to resolve your issue on the spot, they will escalate your call to get the assistance you need.

\* If you need help updating a reporting relationship in eCHRIS so the correct Supervisor and/or Reviewer can access a ePMG, please contact your home department's Human Resources section. They can make the correction for you.



## Fascinating Stories



Everyone is invited to learn about the Native American Code Talkers, who served proudly with honor and distinction during our times of war. Their actions helped assure the United States victory in the South Pacific. **Details:**

- ◆ Wednesday, Nov. 13
- ◆ 1 - 2 p.m.
- ◆ Century Library, 1750 E. Highland Ave.

## Job of the week

**Featured Listing: MANAGEMENT INTERN: \$21.80 hourly**

The Management Intern Program is a nationally-recognized program that has been training future municipal leaders since 1950. Interns perform a wide variety of duties including studying organizational and administrative processes; analyzing statistical and program information; attending City Council meetings and management meetings; and staffing administrative and community committees.

Also, Interns serve rotational assignments in the City Manager's Office and selected operational departments. **APPLY BY JANUARY 21, 2020**. Visit [phoenix.gov/interns](http://phoenix.gov/interns) for more info.

Each Monday, the city posts jobs available for current employees to consider.

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

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

## Welcome Victoria the T. Rex to Phoenix City Hall



Photo credit: Ilja Herb

Victoria the T. rex will make her world debut on Nov. 16 at the Arizona Science Center. But before she does, the city of Phoenix and the Arizona Science Center will host a public ceremony to welcome Victoria as she completes her journey. The skull of *Victoria the T. rex* will be on display on a rotating base, giving attendees the opportunity to take a rare T. rex #skullselfie. Come out and say hi!

### **Event Details:**

11 -11:30 a.m. Thursday, Nov. 7  
Phoenix City Hall Atrium

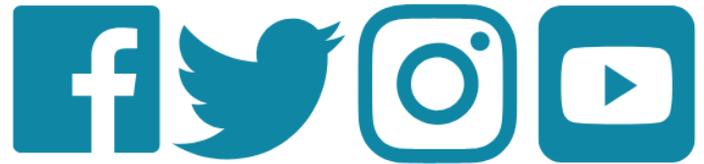
Victoria is only T. rex skeleton currently traveling the globe, embarking on a five-year, international museum tour, making her one of the few T. rex specimens widely available to the general public. Learn more at: [azscience.org/victoria](http://azscience.org/victoria).

## Día de los Muertos Display

As part of the Día de los Muertos/Day of the Dead holiday, the Phoenix Hispanic Network is showcasing a megafrenda that will display artwork by local artists, pictures of loved ones, electronic candles, flowers and food, in the City Hall atrium through Nov. 4. More information on PHN events and programs is available at [phoenixhispanicnetwork.org](http://phoenixhispanicnetwork.org).



## Keep it Personal



Your personal information is worth a lot of money to legitimate businesses and the bad guys. One wants to know more about you to sell you more goods and services. The other just wants to steal from you. Take these steps to protect your valuable personal information:

- ◆ Don't fill out entire profile on your social media pages. The more you share online, the easier it is for someone to get their hands on those details.
- ◆ Take precautions when sharing your Social Security number, even the last four digits. Unless it's your bank, a credit bureau or a company doing a background check on you, don't be too liberal with sharing that information. Even those last four digits can provide enough details about you for the bad guys to use.
- ◆ Set up a Google alert for your name. This is a simple way to keep an eye on anything someone might be saying about you on the web.
- ◆ Keep your social network activity private. Check your privacy settings for all your social media accounts.

## Happy Retirement

**After 34 years with the city, Lora Cash is retiring.** Lora has worked in Parks, Aviation, Human Resources and most recently in Finance. In retirement, she will be spending her time watching her grandkids! **Details: Friday, Nov. 15; 1:30—3 p.m.** Calvin C. Goode Building, 10th Floor, Estrella Room.

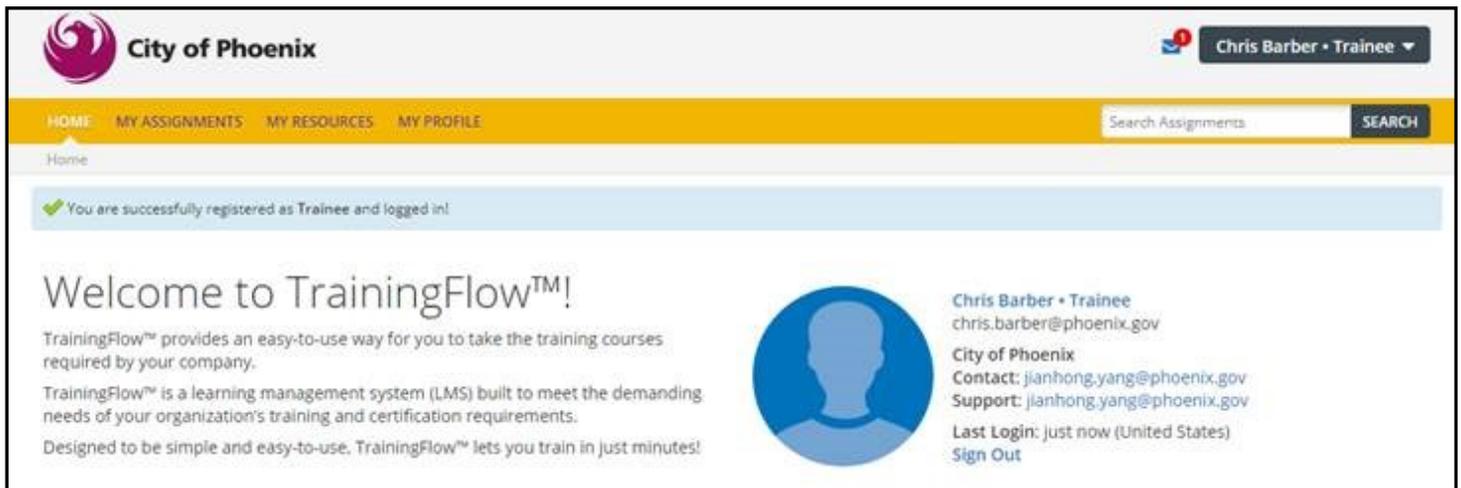
**After 25 years, Johnni Green is retiring.** Congratulate Johnni Green on her 25 years of service to the city of Phoenix Public Works Department. Johnni started her career in Public Works as a Secretary II working her way through the ranks, retiring as Public Works Operations Manager. **Details: Thursday, Nov. 7; 11:30 a.m. - 3 p.m.** Open House at Glenrosa Services Center, 4020 W. Glenrosa Ave. For more info, call 495-5895.

# PHXRespect Additional Resources for Supervisors/Managers/HR Professionals

PHXRespect is a citywide program about respect and inclusion in the workplace. As part of the program, the city has contracted with Sollah Interactive LLC to bring more resources to keep the conversation on respect and inclusion alive and ongoing. All supervisors, managers and HR professionals citywide have access to the TrainingFlow Learning Management System (LMS) for resources that can be downloaded to assist them during conversations with their employees on respect and inclusion.

If you are a supervisor/manager/HR professional, please go to the [PHXRespect website](#) to find a link that will take you to TrainingFlow to complete the self-registration process. Once you are registered as a user, you have access to videos, discussion cards, worksheets, and articles that will help you frame conversation with your team.

Attached is a screen shot of the confirmation email users will receive when they are added to the LMS:



To help you learn how to access the portal and find what resources are available, the Organizational Development Team in HR is sponsoring open lab sessions. **Below is the list of the open lab sessions for 2019.**

| Date  | Time         | Location  |
|-------|--------------|---|
| 11/6  | 9:30 – 11:30 | Adams Street Training Center (ASTC)                   |
| 11/13 | 1:30 – 3:30  | Estrella Room, 10 <sup>th</sup> Floor, Goode Building |
| 11/21 | 1:30 – 3:30  | Estrella Room, 10 <sup>th</sup> Floor, Goode Building |
| 12/4  | 1:30 – 3:30  | Arcadia Room, Basement, Goode Building                |
| 12/17 | 1:30 – 3:30  | Estrella Room, 10 <sup>th</sup> Floor, Goode Building |

### Course Description:

In this open lab session, leaders will learn how to access the digital library / training portal the city purchased from Sollah Interactive LLC. The portal will have videos, PowerPoint presentations, leaders guides, and tip sheets for you to use to have a conversation with your team on topics related to respect, inclusion, and much more.

Please enroll in eCHRIS using the course code is: **RESOLO**.

If you have any questions about those sessions, please contact Organizational Development at 262-7562.