

## Security Awareness Begins



Employees are popular targets of cybercriminals, and they can also be an important first line of defense if able to recognize and react to a security threat. The 2020 Security Awareness Training launches tomorrow, Thursday, Oct. 1, to help you better protect yourself and the city from scams and potential attacks. **Anyone with the ability to sign into the city of Phoenix network or any IT asset is required to take the online training.**

To get started tomorrow, visit insidePHX, look under the “What’s Happening” section and click on the blue ‘Security Awareness Training’ button. This year’s training has a Single Sign-On (SSO) feature, so you may use your city login credentials.

To ensure a 100 percent completion rate by Sunday, Nov. 1, those who have not completed the training will receive weekly reminders, along with their supervisors, to avoid losing computer access. For more information about the 2020 Security Awareness Training, please visit [IT at Your Service](#).

## COVID-19 Updates



**Latest COVID-19 City Manager Podcast:** Human Resources Director Lori Bays joins City Manager Ed Zuercher to talk about changes to Open Enrollment that will make it easier to qualify for the wellness incentive. They also talk about how you and your family can get a free flu vaccine (more below). Also, Ed spends some time with City Clerk Denise Archibald to talk about the role her department plays in ensuring unbiased elections, and what every city employee needs to know during election season.

**City COVID-19 Resources to Assist Employees:** The city’s Human Resources team continues to keep employees informed about resources, opportunities and information related to their ability to work and stay healthy during the pandemic. Continue to check out the [Employee Health Update webpage](#) often for the latest information.

**Flu Shots: Get One and Enter to Win a Prize:** The city of Phoenix 2020 Flu Vaccine Program is underway and this year there is a little added incentive to participate. Aside from reducing your risks of catching the flu and exposing others, employees who get a flu vaccine at any of the city-sponsored sites will be automatically entered into a drawing for a \$25 gift card to Sprouts. The city of Phoenix is offering two options for free flu shots this fall:

- ◆ [2020 Flu Vaccine Program](#) for active city employees only. You can sign up with the [Pick-a-Time portal](#).
- ◆ [Employee Healthcare Clinic](#) for employees and household members in a city health plan.

More details about the incentive can be found in an enterprise email sent on Tuesday, Sept. 22.

## Traffic Alert



If you have been to Phoenix City Hall lately, you have likely noticed that construction has started on the 3rd & 5th Avenues Improvement Project.

As part of this project, 5th Avenue will begin carrying two-way traffic between Washington Street and Van Buren streets starting Monday, Oct. 12. Learn more [here](#).

Always practice caution when traveling through work zones. Learn more about this downtown Phoenix safety, mobility and circulation project at [the project webpage](#).

## Managing Teleworkers

Managers and supervisors are invited to a live webinar about managing remote workers. The session will be hosted by the city's Organizational Development group and offer advice on optimizing the performance of employees working from home. Learn about setting clear expectations, monitoring productivity/creativity and addressing concerns. **Details:**

- ◆ Thursday, Oct. 8
- ◆ 11 - 11:30 a.m.
- ◆ [Enroll now through WebEx link](#)

## Election Information



In-person voting for the Nov. 3 Mayor and Council Election begins on Wednesday, Oct. 7. In addition to federal, state and county offices and measures, registered voters in Phoenix will vote to elect a Mayor and on a city proposition related to the Alternative Expenditure Limitation (Home Rule). Registered voters in Districts 1, 3, 5, and 7 will also vote to elect Council Members. This election is being conducted by the Maricopa County Elections Department.

**The deadline to register to vote in this election is Monday, Oct. 5.**

Any registered voter in Maricopa County can vote in-person starting Wednesday, Oct. 7 through Tuesday, Nov. 3. [Find a voting location](#) or call Maricopa County Elections at 602-506-1511.

For more information, visit [the city's elections webpage](#), call the City Clerk Department at 602-261-VOTE (8683), follow [@PHXClerk on Twitter](#) or use the 7-1-1 Relay System.

## FINAL DAY: 2020 Community Service Fund Drive (CSFD)

Today is the final day to support this year's Community Service Fund Drive.

[This video](#) describes this year's campaign.

Valley of the Sun United Way's theme for this year is to "Activate Change" within our own communities by supporting children and families to build stronger neighborhoods. And this year's city of Phoenix campaign will look a whole lot different than past years.

You can still support the campaign by [making a pledge to contribute](#). Your gift of time or money to United Way helps support, fund and facilitate many programs that provide both emergency assistance as well as long-term solutions that [address the root causes of many challenges](#). There are multiple avenues for you to [contribute to the fund drive](#). Log into [eCHRIS](#) to make a payroll deduction, donate by credit card or text your donation directly to Valley of the Sun United Way by texting "CSFD" to 51555.

Every donation counts and every volunteer hour makes a difference. Thank you for your continued support.





# HISPANIC HERITAGE MONTH

SEPT. 15 - OCT. 15

The Phoenix Hispanic Network (PHN) has a long, beautiful history with the city of Phoenix. It has been around for over 20 years and in 2015 the group was revitalized when staff held a kick-off event to gather feedback of what type of events and support staff needed from the group. Since then, PHN has been working diligently to provide substantive events to its

300-plus membership as it strives to promote the advancement of Latino employees, especially during the pandemic, as PHN members transitioned quickly to a virtual model.

PHN is just one of the many employee resource groups (ERG) in the city. ERGs are catalysts in the workplace as they help staff connect with organizations across the nation, promote inclusiveness, and support the advancement of black, indigenous and people of color to leadership positions. ERGs provide a safe place for underrepresented employees and are spaces of inclusion: allies are a crucial component of ERGs as it helps members from different backgrounds understand the experiences and challenges their peers face in the workplace. [You can see a full list of ERGs in the city here.](#)

In our organization, PHN has partnered numerous times on events with the local National Forum for Black Public Administrators (NFBPA) chapter. Together, we participated in an adopt-a-family holiday event where we collected donated gifts and wrapped the gifts together before they were provided to a family in need. Since 2016, there has been an annual ERG event where attendees can meet each ERG in the city, introducing staff to groups they may not have even known existed. Unfortunately, this could not occur this year but we hope to bring it back once it is safe for large gatherings. There are many benefits to joining an ERG such as PHN:



- ◆ Helping new employees transition to the organization
- ◆ Developing talent with professional development opportunities
- ◆ Giving voice to staff, especially when the organization is seeking feedback
- ◆ Promoting creativity, diversity, and inclusion
- ◆ Increasing trust amongst staff and management

[Check out upcoming PHN events.](#) If you are interested in becoming a member or would like to participate in one of PHN's subcommittees, [email the team.](#)

## PPP: Protecting Our Pets — Animals and Domestic Violence

As part of the **Paint Phoenix Purple** initiative, employees are invited to attend a webinar focusing on pets and domestic violence. Attendees will learn up-to-date statistics and information about pets and domestic violence, including strategies to support survivors escaping abuse with their pets. **Details:**

- ◆ Tuesday, Oct. 6
- ◆ 10 - 11 a.m.
- ◆ [Sign up today](#)

To learn about other virtual opportunities during the month of October, visit [PaintPhoenixPurple.org](http://PaintPhoenixPurple.org)



**PAINT  
PHOENIX  
PURPLE**  
Domestic Violence  
Awareness

## Job of the Week

### Laborer

U1\* \$15.05 - \$18.18/hour

U2\* \$15.06 - \$17.28/hour

Laborers perform manual work which may include general cleaning of streets, yards, and parking lots; litter control; landscaping; directing traffic; or driving vehicles. Currently there are two full-time vacancies in the Public Works Department in the Disposal & Diversion Division.

**Requirements:** Dependable, able to follow verbal and written instructions, and willing to learn and perform manual labor. Ability to work irregular shifts, including Saturdays and holidays.

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

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

### DID YOU KNOW?

The city of Phoenix has a citywide Language Education and Diversity Sensitivity (LEADS) Program. The program was established to provide awareness and understanding of diverse cultural groups and to offer language training that allows employees to function effectively in languages that are commonly spoken in our community.

The classes are advertised in the city of Phoenix University catalog (CPU) and on the HR SharePoint site and are updated for the spring and fall semesters. For additional information Contact the Language Program Coordinator: Quentin Colter Sr, 602-261-8835.

Join the **Conversation**



**City of Phoenix AZ**

## Everyone is Invited!

To help reduce the spread of COVID-19 through social distancing, this year's **Phoenix Food Day & Healthfest** event will combine drive-thru and virtual activities

from 9 a.m. - 1 p.m., Saturday, Oct. 10.

The city and the Junior League of Phoenix will host the drive-thru event at the Cartwright School District Offices and Community Garden, 4208 N. 51st Ave.

Goody bags for adults and school-aged children will be given away. These will include take-home versions of fun, healthy activities and special prizes! Virtual cooking and gardening demos are also planned!

Phoenix  
**FOOD DAY**



Junior League of Phoenix  
**HEALTHFEST**

## 70 Years: Harmon Library

Built in 1950, the original Harmon Library (located at 411 W. Yavapai) was Phoenix Public Library's first branch facility. Built on land donated to the city of Phoenix by the Harmon Foundation, Harmon Library has been a center of learning and community for 70 years.



The library, with 10,000 books, a 75-seat auditorium and two sound-proof rooms for listening to records cost the city \$100,000 to build. In 2009, a new library was built next to the old building, which was demolished.

PHX TV spent some time there recently and [created this report about this special anniversary.](#)