



October 2021



Featured News



Get Started on
MyPURPOSE Today!



**YOUR SHOT OF
HOPE
IS AS CLOSE
AS YOUR PHONE**

Use your mobile phone camera to scan the QR code, find a COVID-19 vaccine location near you and schedule your appointment.



GET THE VACCINE FACTS:
KYCOVID19.KY.GOV | 855-598-2246 | TTY 855-326-4654

Team Kentucky,

Last week, we celebrated incredible news when we announced the single largest economic development project in the history of the commonwealth, a transformative [\\$5.8 billion investment](#) from Ford Motor Company and SK Innovation to build two electric battery plants in Hardin County, creating 5,000 full-time jobs – and they are good-wage jobs. Even better: That number doesn't include the many construction, supplier and dealership jobs we also expect this investment to generate.

The plants will be built on the 1,551-acre economic development site near Interstate Highway 65 in Glendale and will generate 86 gigawatt hours, which state officials believe will make the commonwealth the nation's largest producer of electric automotive batteries.

There's no other way to put it: Our economy is on fire, and now, it's electric. Even amidst a global pandemic, our administration has attracted nearly 400 private sector projects since December 2019,

- Access over 2,000 online training courses and webinars.
- Connect with team members virtually.
- Apply for career opportunities.



Download the app!

- Quick access to benefits, careers, pay and other employment resources.
- Receive instant notifications during emergency situations.
- Stay in the know with the latest employee news.

creating more than 20,600 full-time jobs for our people with more than \$11.4 billion in investment.

Our talented, dedicated workforce is helping Kentucky emerge as a global leader, and each of our state employees play a crucial role. Together, we are transforming our economy, and we are building that better Kentucky right now.

Our time is here. Our future is right now.

Thank you for all you do!



[CLICK HERE FOR PERSONNEL EVENT CALENDAR](#)

BLOOD DONATIONS NEEDED!

[Click here for October Blood Donation Information](#)

All Executive Branch employees are highly encouraged to take the COVID-19 vaccine. With prior supervisory approval, all Executive Branch employees will be granted up to two (2) hours of scheduled work time to take each of the COVID-19 vaccines. Additionally, Executive Branch employees will be granted up to 7.5/8 hours of leave for recuperation from any side effects that may occur.

[Click here for vaccination leave time details](#)

COVID-19 Testing for Executive Branch State Employees

With prior supervisory approval, all Executive Branch employees are granted up to two (2) hours of scheduled work time to obtain testing for COVID-19 (timesheet code = EVNT). Testing is now widely available through the Commonwealth with some options listed at <https://govstatus.egov.com/ky-covid-testing>.

As a reminder, employees should not report to work or will be directed to leave work if they are having any of the following symptoms of COVID-19:

- Fever
- Chills
- Shortness of breath or difficulty breathing
- New loss of taste or smell
- Sore throat
- New cough
- Nausea/vomiting
- Diarrhea

Furthermore, employees should not report to work or will be directed to leave work if they have been recently diagnosed with COVID-19, or if they are unvaccinated and have been notified that they have been

in close contact with someone who has been diagnosed with COVID-19. The employee should remain or return home and contact their supervisor for further information or instructions.



Face Covering Policy

As part of the continuing COVID-19 “Healthy at Work” initiative, the Commonwealth of Kentucky remains committed to limiting the spread of COVID-19

and ensuring the health and safety of our state employees.

Accordingly, employees, regardless of vaccination status, will be required to wear a face covering when present in Executive Branch buildings/offices and in state vehicles, where another employee is present. This policy will be continually monitored, re-evaluated, and revised, if necessary.

[Click here to view Personnel Memo](#)



The Time Has Come! 2022 Open Enrollment, Oct. 11 - Oct. 29

We highly encourage everyone to review the Benefits Selection Guide at <https://personnel.ky.gov/pages/openenrollment.aspx> for detailed information.

Beginning October 11, you can...

- call the Open Enrollment hotline at 888-581-8834, if you have questions, and
- go to khris.ky.gov and click on Open Enrollment to start the process!

You can also check out your life insurance options. MetLife is the new life insurance carrier offering lower premiums and new plans for employees and their dependents. Take advantage of open enrollment to review your life insurance needs, make changes to your current plans, or add a new plan.



Personnel Cabinet receives 2021 National Association of State Personnel Executives' (NASPE) Eva N. Santos Communication Award

The award was received for the Personnel Cabinet's Mobile App and was presented to Personnel Cabinet Secretary Gerina G. Whethers and Commissioner Mary Elizabeth Bailey, Department of Human Resources Administration at an awards ceremony at NASPE's annual meeting on Tuesday, October 5, 2021.

NASPE's Eva N. Santos Communication Award was named in memory of Eva N. Santos, who served as NASPE president and through her leadership sought to recognize excellence in state government HR Communication. The Personnel Cabinet's Mobile App was selected for this award amongst a field of other nominations from several other states. Personnel's Mobile App is the only one of its kind – a mobile app provided by a state government's HR agency for all employees and benefits members.

The Personnel Mobile App was the vision of Personnel's Division of Technology Services (DTS) and implemented by DTS in the Fall of 2018 with support and input from all business areas in the Personnel Cabinet. The mobile app, with more than 11,000 users, is a supplemental communication tool of the cabinet, providing quick access to information and services provided by Personnel. This quick access includes the *KHRIS Quick Access* feature that provides an overview of employees' last pay details and sick and annual leave balances, averaging more than 7,000 views each month.

[Click here to view list of all NASPE Award winners](#)



COMING SOON! Employee Resource Groups: Building Relationships to Create Understanding

“You are never alone. You are eternally connected with everyone.”
— **Amit Ray**

Seven Employee Resource Groups (ERG) will launch this Fall for Executive Branch employees! Each voluntary employee-led group will be comprised of individuals who share a common interests in diversity and inclusion.

- Women
- Veterans
- Black/African-American
- Hispanics/Latinos
- Lesbian, Gay, Transgender and Queer (LGBTQ)
- Multi-Generational
- Asian American/ Pacific Islander

The goals of ERGs are to raise cultural awareness and create a sense of belonging among all state government employees. Groups will also have the opportunity to work collaboratively through MyPurpose's MyCommunities to plan and organize diversity initiatives with positive outcomes.

We look forward to releasing sign-up information and more details on how to get involved prior to kick-off!



October is Depression Awareness Month

The Kentucky Employee Assistance Program (KEAP) is hosting a series of [webinars](#) and [screenings](#) in the month of October.

October is also Intimate Partner and Domestic Violence Awareness

Month. [Click here](#) to access resources and information for employees and supervisors.

KEAP Webinars for October and November:

Happiness at Work for Supervisors: 10/12/2021 10:30-11:30 AM EST

Verbal De-Escalation Skills: 11/3/2021 10:30-11:30 AM EST



Getting Things Done!

Featured Charities: Christian Appalachian Project and American Cancer Society

How your gift makes a difference

Providing food and building safe homes, protected from the elements - the Christian Appalachian Project, a KECC Charity, is giving security to seniors and families in need throughout rural Appalachian Kentucky, bringing about generational change that sets families on the right track.

Jessica made the choice that cancer wouldn't stop her from living. Watch the following video to learn how the American Cancer Society, another KECC Charity, and the KY Department of Public Health helped Jessica beat HPV and kept her dreams of having a bigger family alive. Visit KECC.org/acs to learn more.

Payroll Deduction: The Easiest Way to Make a Difference

Did you know that with the payroll deduction option available through KHRIS, you can give securely and spread a larger gift to the charity of YOUR choice over the course of an entire year?





Governmental Services Center Offerings!

**October 13, 2021: What is Discipline?

*October 19, 2021: Hiring Process Part 3

October 26, 2021: Brainstorming

**October 28, 2021: Documentation for Supervisors

For other GSC learning opportunities, please search “GSC Virtual Classroom” in MyPURPOSE!

*Part of the “Behavioral Interviewing” curriculum

**Part of the “Employee Discipline & Documentation” curriculum

As a reminder, both Learner and Manager guides for CommonwealthU are available on GSC’s website at:
<https://personnel.ky.gov/Pages/Commonwealthu.aspx>

Kentucky
Deferred Comp

Now is a great time to check your pulse and ensure all your financial goals are in good health!

Visit our KDC Deferred Compensation **Virtual Benefit Fair** just for you! **Going Live October 4, 2021**

Explore our resources and education at your convenience at our interactive focused event.

- Meet virtually with a Retirement Specialist
- Visit our virtual educational center to learn from our:

Featured workshop

Take Control of Your Financial Future — Review insights and recovery opportunities from the pandemic, benefits of your employer Plan, tips for increasing retirement readiness, understanding health care expenses and details on how financial planning tools help you take actions.

Short educational videos

- Tour the interactive zone in our lobby for your financial planning experiences

Visit us at our Virtual Benefit Fair: <https://kentuckydcp.ky.gov>



How To Have a Safe, Spooky Halloween

Halloween should be scary but in a fun way. Please review these simple tips from the National Safety Council to have a spooky and safe Halloween.

[Click here for tips](#)



Need help saving for education?

Join us for a webinar that will show you how easy it can be to save with KY Saves 529, Kentucky's official education savings plan, administered by KHEAA. Benefits and features like investments, gifting and rewards, help you save more efficiently. The plan also offers special benefits for Kentuckians. Click [here](#) to register for a webinar. Or visit www.ky529.com for more information.

About the Personnel Cabinet

The Personnel Cabinet provides leadership and guidance to: attract, develop, motivate and retain a talented, diverse workforce; foster an understanding of and adherence to regulatory requirements; and create a positive, supportive work environment that values all employees.

The Personnel Cabinet is located at 501 High Street, Frankfort, KY 40601
Normal business hours are from 8 a.m. to 4:30 p.m.

EEO Statement

The Commonwealth of Kentucky does not discriminate on the basis of race, color, sex, disability, age, national origin, religion, sexual orientation, gender identity or expression, pregnancy or related medical condition, marital or familial status, ancestry, political affiliation, genetic information, or veteran status in accordance with state and federal laws.

CONTACT US

TEAM KENTUCKY

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