



February 2021



Featured News





Building A Better Kentucky: Celebrating Black History Month, Progress Against COVID-19

Hey, Team Kentucky. It's been a long, difficult year, and our fight still isn't over. But this month, we have many reasons to celebrate and renew our promise to build a better Kentucky.

Black History Month is a time to look back at our history, truly learn from it and connect with our friends and neighbors more deeply in the present. It's also a time to honor heroes overlooked in the past. In 2020, our administration posthumously promoted Col. Charles Young to the rank of Brigadier General in the Kentucky National Guard. We proudly support the promotion of Col. Young – a native Kentuckian – to the honorary title of Major General in the U.S Army in 2021. I wrote President Biden a [letter](#) encouraging this promotion.

As we strive to end racial injustices that persist to this day, we must recognize the contributions of those like Col. Charles Young to the successes and freedoms that we all enjoy as all Americans.

This month, we can also celebrate that over the past few weeks, we have recorded a decline in positive COVID-19 cases reported across Kentucky. We anticipate a decline in cases as long as we continue to take preventative steps including wearing masks, social distancing and continuing to prioritize the safety of our employees.

We have also reached another critical milestone: at least 10% of Kentuckians have received the COVID-19 vaccine. As our vaccine supply increases, I encourage each of you to roll up your sleeve for a #ShotofHope.

While voluntary, 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

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(2) hours of scheduled work time to take each of the COVID-19 vaccines.

Right now we face difficult times, but because of your continued efforts, we have set a positive example for all of Team Kentucky throughout this pandemic. Thank you for all that you do and God Bless the Commonwealth of Kentucky!



COVID-19 Testing Calendar

Testing is being provided for state employees and contractors through a partnership with First Care Clinics. Employees and contractors can receive COVID-19 testing at any of the 13 First Care Clinics' testing sites throughout the state or the drive-thru testing site located at the Sower Building in Frankfort.

With supervisor prior-approval, all Executive Branch state employees will be given up to two (2) hours, with reasonable drive-time, to register for and complete their test at any of the locations:

Testing Dates For State Employees and Contractors

February 16-18
March 23-25
April 20-22
May 11-13

COVID-19 Hotline (800) 722-5725



Celebrate Black History Month: "The Personnel Podcast"

This month, the Personnel Cabinet's Office of Public Affairs and Office of Diversity, Equality and Training (ODET) will facilitate a series of interviews with renowned African-American community leaders across Kentucky.

This series will feature conversations with **Dr. Rosz Akins**, Executive Director of the BMW (Black Male Working) Academy in Lexington, Kentucky who will discuss the challenges facing students of color, especially black males and how the Academy seeks to close the academic achievement gap, **Dr. Wayne Tuckson**, host of Kentucky Health on KET who will address health disparities within the African-American community

[CLICK HERE FOR PERSONNEL EVENT CALENDAR](#)

BLOOD DONATIONS NEEDED!

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

and other health-oriented topics and **Elmer Lucille Allen**, visual artist and Brown Forman's first African-American chemist.

To listen on-the-go and download the SoundCloud app on your smartphone, search "KY Personnel Podcast" and click "Follow" to receive notifications when a new episode is uploaded. Shows will be posted every Friday.

[Click here for a direct link to the Personnel Podcast page](#) to listen.



NEW Training Refresher and eLearning Development Courses Offered by Governmental Services Center (GSC)

GSC would like to announce a new virtual session, "eLearning Basics," which will be held on Wed., Feb. 17 at 10:00 a.m. This session is perfect for anyone who has a hand in developing eLearning: developers who use eLearning software (i.e. Articulate Storyline or Adobe Captivate), those who assist eLearning developers with creating content to be transferred to an eLearning software and Subject Matter Experts who want to assist in getting their content ready for an eLearning software. This session will discuss Michael Allen's CCAF model for eLearning and explore ways to incorporate into your sessions.

Other highlighted topics: General eLearning best practices, ADA considerations and troubleshooting common issues encountered when transferring your file to an LMS (such as MyPURPOSE). This class is now available through MyPURPOSE. To register, search for the following: **"GSC eLearning Basics"**

Refresher Courses

GSC will be offering refresher courses for Training Administrators and Coordinators. The Training Administrator and Training

Coordinator Refresher will share general duties that both administrators and coordinators will be responsible for. This session will be held from 8:30-12:00 a.m. on Feb. 16. To register, search for the following: **"GSC Training Admin and Training Coordinator Refresher."**

The second refresher will be for Training Administrators only. This session will be held from 1:00-4:30 p.m., Feb. 16. This session is specifically for those that hold the Administrator role. Highlighted topics include: Uploading online content, uploading materials, versioning and curricula. To register, search for the following title: **"GSC Training Admin Refresher."**

*Both refreshers are now available through MyPURPOSE. Users must be registered and approved by managers **no later than Feb. 15.***



Health & Well-being: Upcoming Employee Assistance Webinars

The Kentucky Employee Assistance Program (KEAP) is the confidential source for Kentucky State Employees for support with personal and work-related concerns.

KEAP is dedicated to helping employees find resources for managing and addressing personal concerns such as family issues, emotional distress, substance misuse, financial concerns or job stress challenges.

See below for upcoming online trainings:

- Your Most Healthy Brain: 2/17, 10:30-11:30 a.m.
- Mindfulness: Managing the Emotional Brain 2/25, 10:30-11:30 a.m.
- Sleep Matters: 3/02, 10:30-11:30 a.m.

Visit the [Training Calendar](#) to view course descriptions and registration information.



Highlights From the Office of Employee Relations

Employee Suggestion System

An employee with status in the classified (merit) service or KRS Chapter 16 may be recognized and rewarded for suggestions which lead to an increase and/or improvement in the efficiency, economics, safety, or public relations of a state agency. Cash awards range from \$100 to the maximum award of \$2,500. [If you have an idea, click here to submit in KHRIS](#)

Kentucky Employees Charitable Campaign

The 2020 KECC ended on Dec. 31 2020. Highlighting your service and generosity, KECC had the honor to partner with the Commonwealth of Kentucky for another impactful year of supporting Kentucky charities. For the 2020 KECC, you raised \$406,624.25, with more still coming in! That's nearly \$407,000 that will go towards basic needs, education, family stability and health supports to help every Kentuckian thrive. Thank you, Kentucky state employees, for your service in improving lives and strengthening Kentucky communities!

Safety Tip: Prevent Carbon Monoxide Poisoning

Carbon monoxide detectors save lives. Every year, over 400 people die and another 50,000 are treated for carbon monoxide poisoning. The most common symptoms of carbon monoxide poisoning are often described as "flu-like" – headache, dizziness, weakness, upset stomach, vomiting, chest pain and confusion.

[Click here to learn preventative tips and more about the symptoms of this silent killer.](#)

Source: National Safety Council



Your future. Your plan. Check out this month's KDC webinar to learn more about Social Security

A Discussion on Social Security - Feb. 17, 11:00 a.m. - 12:00 p.m.

Join us for a conversation on your Social Security benefits. We will discuss Social Security eligibility, important considerations based on your age, and benefit adjustments for spouses and those who are divorced. We will also provide details on how you can request a complimentary personalized Social Security analysis as part of your participation and eligibility for the Kentucky Deferred Compensation (KDC) Plan. All are welcome to attend, even if you are already taking Social Security or are not eligible, the information may be helpful for co-workers and loved ones. [Click here to register.](#)

Kentucky Deferred Compensation continues to be available virtually. [Click here to schedule appointments with local Retirement Specialists and register for the 2021 Kentucky Deferred Compensation educational webinars.](#) We are also available by calling 1-800-542-2667. In addition, the website provides planning tools and resources.

[Click here to review KDC's Q4 newsletter here.](#)



New improved well-being!

This year, we've partnered with WebMD Health Services to improve your LivingWell experience in every way.

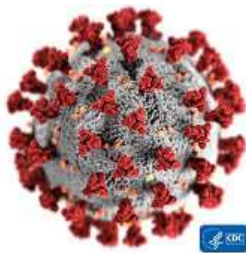
What's new in 2021?

- Improved, personalized experience powered by WebMD ONE
- Recommended action plan
- New home page
- New Wellness At Your Side (WAYS) app
- Simplified navigation
- More of what you want

What's staying the same?

- LivingWell Promise: Earn up to \$480 a year (\$40 per month) in premium discounts in 2022 when you complete a health assessment or biometric screening. (Only for those enrolled in health insurance coverage through KEHP.)
- LivingWell Engagement Rewards: Earn up to \$200 a year in gift cards and merchandise for participating in well-being activities through StayWell/WebMD Health Services. Complete a health assessment or a biometric screening first to earn 25 points and unlock the rest of your rewards.

[Click here to visit the new LivingWell powered by WebMD One](#)



UPDATED: COVID-19 Employee Guide

As promised, the Personnel Cabinet's "Healthy At Work COVID-19 and Beyond," the State's first comprehensive, interactive Resource Guide for all state employees is evolving.

[Click here](#) to access the latest version which includes the addition of vaccine information and updates related to leave, the Kentucky Employers' Health Plan (KEHP), and resources from the Kentucky Employees' Assistance Program (KEAP).

Thank you for your dedication and we will continue to keep everyone updated as changes arise!



Kentucky Retirement Systems (KRS) Rebranding

Effective April 1, 2021, the Kentucky Retirement Systems (KRS) as an agency of the Commonwealth will be known as the **Kentucky Public Pensions Authority (KPPA)**. A recent law change established a new governance structure for KRS resulting in the agency's name change, however staff will remain unchanged. Members will not experience any changes in the services currently provided by KRS.

Members will see a new logo and references to the new name, as KRS/KPPA is continuously committed to providing the same great service to members, employers and other stakeholders. [Click here to visit the KRS website for updates.](#)

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.

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