



July 2021



## Featured News



**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,

This month began in an incredible way: we got to [announce](#) our first \$1 million dollar winner in Kentucky's [Shot at a Million](#) drawings, Patricia Short of Lexington. We also were able to provide five full college scholarships to Kentucky youth who had gotten their shot of hope to protect themselves and their communities. Patricia and Gary Short got vaccinated because it was simply the right thing to do and they were rewarded with \$1 million. Please roll up your sleeve, get your Shot of Hope and then you can register to win.

There are still more chances to win big this summer. Most state employees\* can [register](#) for a chance to be one of two more



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- Connect with team members virtually.
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- 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.

vaccinated Kentuckians who will win \$1 million. In addition, vaccinated children of most state employees\* ages 12 to 18 can still sign up for a chance to win one of 10 more full scholarships to a Kentucky public college or university. Our final two drawings will be on July 29 and Aug. 26.

At my most recent Team Kentucky Update, we also [shared the great news](#) that in 2021 alone, businesses have announced plans to create more than 4,000 private-sector Kentucky jobs.

Recently, I also became the first Governor to sign an [executive order](#) allowing student athletes in the state to receive fair compensation for the use of their name, image and likeness.

Together, across state government, we're building a better Kentucky and an even brighter future for the next generation.

Thank you,



*\*Nonresidents of Kentucky, inmates incarcerated for a felony, and employees of the Office of the Governor of Kentucky, the Cabinet for Health and Family Services, the Kentucky Higher Education Assistance Authority, and Kentucky Interactive, LLC, or blood relative or spouse of such employees or anyone living in same household of such employees, are not eligible to enter the drawing.*

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**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](#)



### **Commonwealth Office of Technology (COT) Implements New Password Protection Feature**

In an effort to further strengthen the Commonwealth's IT security controls, COT implemented a new password protection feature on July 1st, 2021 that is intended to protect against potential security breaches by eliminating the use of common, weak, and/or easily guessable passwords. From this date

[CLICK HERE FOR PERSONNEL EVENT CALENDAR](#)

**BLOOD DONATIONS NEEDED!**

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

forward, any password being set in the directory will be evaluated against the "Blacklist" before being allowed for use.

All user accounts and any service(s) that leverage internal Active Directory (AD) accounts for authentication will be impacted by this change. This will include, but is not limited to:

- Workstations
- E-mail Accounts
- Enterprise and agency applications

[Click here to access FAQ](#)

[Click here to additional guidance and examples](#)



## **NOW ACCEPTING: Livingston Taylor Biennial Ethics Award**

This November, the Executive Branch Ethics Commission will be awarding the biennial Livingston Taylor Ethics Award to an individual, program, or agency that demonstrates outstanding achievement and contributions in promoting the ethical conduct of executive branch employees. [Click here to access the fillable PDF nomination form.](#) Please distribute the form amongst the employees of your agency.

**DEADLINE FOR SUBMISSIONS: August 31, 2021**

*SELECTION OF WINNER:  
September 2021 Commission Meeting*

*AWARD CEREMONY:  
November 2021 Commission Meeting*



## July Kentucky Employee Assistance Program (KEAP) Webinars

### July 20, 10:30 a.m. - "Change Challenge: Tips for Growing Healthy Responses to Change"

*Summary: We will examine specific techniques for helping you increase your well-being by growing a healthy change approach.*

[Click here to access MyPurpose to register](#)

*Registration closes 24hrs prior to all webinars*



### Reminder! Employee Discipline & Documentation Curriculum

GSC is offering the Employee Discipline & Documentation Curriculum! This curriculum represents an overview and best practices for employee discipline and documentation. You will still need to follow your agency's policy and procedures with any personnel actions.

This curriculum offers the same total training credit equivalent to the full day instructor-led GSC Employee Discipline & Documentation workshop. The curriculum's design follows the progression of virtual workshops, CyberU courses, videos, and assignments outlined.

This curriculum is now available through MyPURPOSE, to register please search for the following title: "Event: GSC Employee Discipline & Documentation Curriculum"

We have two more curriculums coming soon! To see what's available virtually, just search for "GSC Virtual Classroom" in MyPURPOSE.

**MyPURPOSE Notes:**

*All LMS issues should be logged through a TFS ticket. The TFS site can be found within the FAQ section of MyPURPOSE.*

*Effective July 1, MyPURPOSE will no longer support IE 11. Users should use Google Chrome, Edge or, FireFox.*

A Learner Guide and Manager Guide are available on our website. The website link is <https://personnel.ky.gov/Pages/Commonwealthu.aspx>. Please be sure to bookmark this in your browser.



**Join us for an Educational Webinar on Tax Efficient Retirement Income Planning**

When it comes to your retirement future, it's never too early to think about how you'll spend the assets you've saved for that time.

A representative from the Nationwide Retirement Institute® will talk about the key decisions you need to make as you transition into retirement, including what to do with retirement accounts and Social Security income, and when to begin taking withdrawals.

**Webinar Details:** July 21 at 11 a.m. [Click here to register](#)

*Space is limited, and registration fills up quickly!*



**Click here for more information  
or to purchase tickets**



### **Driving Safety: The Basics**

Planning on hitting the road this summer? Take a moment to review this training on the fundamentals of driving safety.

[Click here to access the training in MyPurpose](#)

### **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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