

# EMPLOYEE FOCUS

September 2020

A Publication of the Employee Communication Committee  
Susan Rasmussen, Editor

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## Employee of the Month July 2020 Jay Allgor

During a worldwide pandemic, Jay Allgor has stepped up to lead the Underground Sewer A Team. Jay not only has the experience within Sewer, but is willing to share his knowledge with the team and help others out.

Recently, the City of South Lake Tahoe contacted the District about a sewer issue at the Recreation Center. There are no District man-holes on-site and no map showing the location of underground infrastructure. Undeterred, Jay explored the site until he identified a private man-hole that was plugged and within a foot of spilling. He immediately took the Hydro over to drain it. Jay's actions not only strengthened the District's relationship with a partner agency, but also prevented a sewer spill into the lake.

If you ask Jay's team mates about him, they are quick to say that Jay is willing to do anything for you. He is always interested in what you are doing and is willing to help out. Whether you have questions about the sewer system or what tire to buy, Jay is full of knowledge. Despite being an experienced team member, Jay is always picking people's brain to learn how to do something new. Last year Jay learned how to use the TV truck, which enabled the project to continue moving forward.

While sometimes considered a bull in a china shop, Jay has no problem asking questions, stating opinions and being straight forward. You never need to worry when Jay is in charge because he will either take care of it, or ask the right questions to get the job done. Always willing to go out on a call or be on standby, Jay is the definition of a team player.

Jay Allgor's loyalty and dedication to the District are always appreciated, but critical during the current split shifts. Thank you for leading the A team during this time of uncertainty and for making the District a great place to work.

Labor Day, the first Monday in September, is a creation of the labor movement and is dedicated to the social and economic achievements of American workers. It constitutes a yearly national tribute to the contributions workers have made to the strength, prosperity, and well-being of our country.



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# HR Happenings

by Liz Kauffman

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## **Recruitments**

### **Maintenance Mech I/II**

Due to Jay Alsbury's upcoming retirement, this position was posted on August 3. During the posting period, it was approved to convert the Utility I/II position (vacant due to Terry Weagley's passing) to a Maintenance Mechanic position. As a result, we will be filling two positions. The deadline for applications was August 17 and qualified applications were received with six of those being in-house candidates. HR is hoping to hold interviews the third week of September, but more information to come.

### **Engineering Intern & Lab Aide Updates**

Michal Lieberman, who was working in the lab, was the successful candidate for the Engineering Intern position. This was an area she had been interested in, and we are glad she was able to transition to that department. As a result, we got approval to move current Part-Time Lab Aide, Kevin Herrera-Urbe, into a temporary but full-time Lab Assistant role. This move allows for the Lab to get through the busy summer months until recruitment for a permanent Lab Technician will kick off later this year.

### **Temporary Customer Service Special Projects and Collections Tech**

The CS Department was approved to hire a temporary employee to assist them with a customer assistance program and other special projects. This position is anticipated to last approximately six months. If you know anyone who would be interested, please have them contact Blue Ribbon Personnel Services at (775) 588-0627.

## **Flu Shots**

Look for more information to come about flu shots. The District will host Rite Aid Pharmacy again this year with a few changes. This time we will hold the clinic outside in the front parking lot, and everyone will be required to wear masks. Make sure to reach out to Liz if interested. Stay tuned for more information.

## **Open Enrollment for Deferred Comp**

During September you can make changes that will become effective with the first pay day in October, 10/6/20. Please get your elections form to HR by September 25. The Deferred Comp Election Change forms are under FORMS. You can also contact HR to obtain a form. Completed forms should be submitted to HR. Additionally, employees can enroll in Deferred Comp after six months of employment. Reach out if you want to start saving for your retirement!

## **Open Enrollment for 2021**

Open Enrollment will be upon us soon! This is the time in which you can make changes to your health insurance plan for the following year. Start thinking about any changes you might want to make. Look for more information about Open Enrollment in the coming months.

## **Employee Assistance Program**

Don't forget all employees and their dependents are eligible to use this program. Being mindful of your mental health during the COVID-19 outbreak is important. If you need to get a grasp on your anxiety or need to find ways to connect during this time, the EAP could help. You can call 24-hours a day, seven days a week: 1-800-242-6220 or visit members.mhn.com and use the company code STPUD.

## Milestones

### Birthdays

|                     |              |
|---------------------|--------------|
| Larry Lynch         | September 1  |
| Jared Aschenbach    | September 2  |
| Ivo Bergsohn        | September 8  |
| Mike Maro           | September 8  |
| Jason Paul          | September 10 |
| Bren Hoyle          | September 13 |
| Hector Vasquez      | September 13 |
| Brian Chernago      | September 18 |
| Jon Rohrbaugh       | September 18 |
| Tommy Smith         | September 22 |
| Perris Verduzco     | September 26 |
| Nicholas Poohachoff | September 27 |

### Anniversaries

|                      |          |
|----------------------|----------|
| Juan Marquez         | 7 years  |
| Melonie Guttry       | 7 years  |
| Paul Hughes          | 12 years |
| Jason Chatham        | 15 years |
| Colin Daniel         | 16 years |
| Jeremy Rutherfordale | 17 years |

### Congratulations

Congratulations to Michal Lieberman who is the new Engineering Intern!

### Dates and Events

- 9/3 — Board of Directors Meeting
- 9/7 — Labor Day District Holiday
- 9/13 — Grandparents Day
- 9/17 — Board of Directors Meeting
- 9/21 — International Peace Day
- 9/22 — Autumnal Equinox
- 9/28 — National Good Neighbor Day

September is National Preparedness Month.

### National Preparedness Month

submitted by Susan Rasmussen

September is National Preparedness Month, and this year's theme is "Prepared, not scared." It is suggested that you make a plan today.

Your family may not be together if a disaster strikes, so it is important to know which types of disasters could affect your area. Know how you'll contact one another and reconnect if separated. Establish a family meeting place that's familiar and easy to find. Begin by doing the following:

- Put together a plan by discussing these four questions with your family or friends to start your emergency plan: 1. How will I receive emergency alerts and warnings? 2. What is my shelter plan? 3. What is my evacuation route? 4. What is my family/household communication plan?
- Consider specific needs in your household. As you prepare your plan, tailor your plans and supplies to your specific daily living needs and responsibilities which can include care of children and pets, medical needs including prescriptions and equipment, dietary needs, different ages of household members, and responsibilities for assisting others.
- Fill out a family emergency plan which samples can easily be downloaded on the Internet.
- Practice your plan with your family.

For more information and available downloads, go to: <https://www.ready.gov/>

### **Exploiting the Coronavirus: Watch out for These Scams!**

Look out! The bad guys are preying on your fear and sending all sorts of scams related to the Coronavirus (COVID-19).

Below are some examples of the types of scams you should be on the lookout for:

- Emails that appear to be from organizations such as the CDC (Centers for Disease Control), or the WHO (World Health Organization). The scammers have crafted emails that appear to come from these sources, but they actually contain malicious phishing links or dangerous attachments.
- Emails that ask for charity donations for studies, doctors, or victims that have been affected by the COVID-19 Coronavirus. Scammers often create fake charity emails after global phenomenon's occur, like natural disasters, or health scares like the COVID-19.
- Emails that claim to have a “new” or “updated” list of cases of Coronavirus in your area. These emails could contain dangerous links and information designed to scare you into clicking on the link.

Remain cautious! And always remember the following to protect yourself from scams like this:

- Never click on links or download attachments from an email that you weren't expecting.
- If you receive a suspicious email that appears to come from an official organization, such as the WHO or CDC, report the email to the official organization through their website.
- If you want to make a charity donation, go to the charity website of your choice to submit your payment. Type the charity's web address in your browser instead of clicking on any links in emails, or other messages.

### **Working From Home? Don't Fall for This “Phony” Call**

The Coronavirus Disease 2019 (COVID-19) pandemic has caused a massive shift in the number of employees who are working remotely. From a cybercriminal's perspective, this is a perfect opportunity for their social engineering scams.

One scam involves cybercriminals calling you and posing as support personnel from the companies or services that your organization may be using to allow you to work remotely. Typically, the caller will try to gain your trust by stating your job title, email address, and any other information that they may have found online (or on your LinkedIn profile.) Then the caller claims that they will send you an email that includes a link that you need to click for important information. Don't fall for this scam!

Remember the following to help protect yourself from these types of scams:

- Never provide your personal information or work information over the phone unless you're the one who initiated the call.
- Scammers can spoof any number they would like. Therefore, even if a call looks like it's coming from a legitimate source, it could be a scam.
- If you receive this type of call, hang up the phone immediately and notify the appropriate team in your organization.