

The Occupational Programs Weekly Wrap Up

UVA Facilities Management

01.07.2022

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***Don't forget:
Reasons to Celebrate***

Let Us Know: You can always email FM-OHS@virginia.edu if you have suggestions or story ideas.

Now there's a new way to get in touch — “Let us know” by answering a few quick questions:

<https://at.virginia.edu/j9Tpnq>

IT'S EASIER THAN EVER TO GET YOUR COVID-19 VACCINE!



Make your plan today.

Schedule your free vaccine using any of the resources below:

- [Vaccines.gov](https://www.vaccines.gov)
- Blue Ridge Health District:
<https://at.virginia.edu/MU5RI9>

OR

Plan to visit a walk-in clinic: <https://at.virginia.edu/JhDgmD>

Remember to use your **PHEL** for any time away from work.

[Learn more about the available vaccines in the US >>](#)

Need Help?

Call **877-829-4682**

to help you find available vaccination clinics near you, answer questions about vaccination and other COVID-19 topics, and more.

Open Monday-Friday
from 8 a.m. to 6 p.m.

IMPORTANT DEADLINES FOR COVID-19 VACCINATION & BOOSTER AT UVA:

All University employees must be fully vaccinated by **January 4**, unless they have a University-approved religious or medical exemption.

| Vaccine Brand | Latest date of 1st Dose | Latest date of 2nd Dose |
|-------------------|-------------------------|-------------------------|
| Moderna | Dec. 7, | Jan. 4, |
| Pfizer | Dec. 14, | Jan. 4, |
| Johnson & Johnson | Jan. 4, 2022 | n/a |

If you have not already started the vaccination process, listed at right are some critical dates to be aware of:

Source: <https://at.virginia.edu/vZiLFP>

If you have already completed your initial COVID-19 vaccine series:

| If you completed your initial vaccine series: | Your booster shot documentation must be submitted by: |
|---|---|
| Between January 1 and July 31, 2021 | February 1, 2022 |
| During August 2021 | February 28, 2022 |
| During September 2021 | March 31, 2022 |
| During October 2021 | April 30, 2022 |

Booster shot documentation will be uploaded to your Workday profile. Instructions on how to do this will be posted to [Workday](#) later this month.

Learn more about the UVA Booster requirement:

<https://hr.virginia.edu/covid-19/uva-covid-19-booster-requirement>

COVID-19 RESOURCES

UVA COVID-19 BOOSTER REQUIREMENT



After careful consideration of current and projected public health conditions, including the progression of the new omicron variant, University leaders, with the advice of public health experts, are requiring faculty, staff, students and UVA Health team members to get COVID-19 booster shots by February 1, 2022. Those who are not eligible to receive their booster by February 1, 2022 must submit proof of their booster no later than 30 days following their first day of eligibility. Documentation should be uploaded to your Workday profile by the deadline.

More information on the UVA booster requirement:

<https://coronavirus.virginia.edu/updates/uva-vaccine-booster-requirement-information>

Individuals receiving the booster can choose which brand/type vaccine they receive as a booster dose. The [CDC's recommendations](#) allow for this type of mix and match dosing for booster shots. **Currently, available data shows that all three of the COVID-19 vaccines approved or authorized in the United States continue to be highly effective in reducing risk of severe disease, hospitalization, and death, even against the widely circulating delta and omicron variants.**

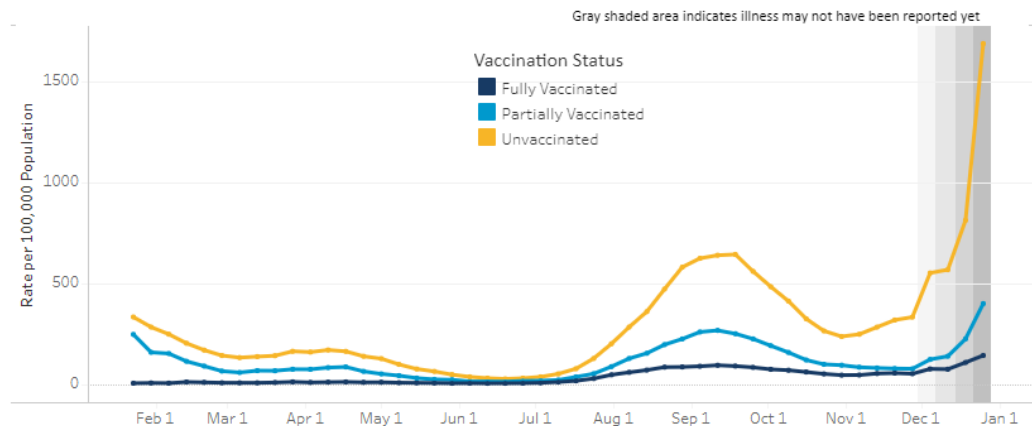
Find a booster online at <https://www.vaccines.gov/> or by calling the BRHD hotline at 434-972-6261.

Find out more about types of vaccines & doses: <https://www.vdh.virginia.gov/covid-19-vaccine/>

COVID-19 Case Rates in Virginia by Vaccination Status

Between 1/17/2021 & 12/25/2021, unvaccinated individuals developed COVID-19 at a rate 3.9 times higher than fully vaccinated and 2.2 times higher than partially vaccinated individuals.

Source: Virginia Dept. of Health
<https://at.virginia.edu/4u6myh>



WHY DOES IT SEEM SO MANY VACCINATED PEOPLE ARE GETTING COVID-19 LATELY?

A couple of factors are at play related to the emergence and spread of the omicron variant of the virus that causes COVID-19:

- Omicron is very easily spread and is more likely to infect people, even if it doesn't make them very sick.
- Omicron's surge coincided with the holiday travel season in many places.




COVID-19 vaccines are designed to prevent severe illness, not necessarily fully block infection. The vaccines are still doing their job on that front, particularly for people who've gotten boosters.

Two doses of the Pfizer-BioNTech or Moderna vaccines or one dose of the Johnson & Johnson vaccine offer strong protection against serious illness. Boosters 6 months after your Pfizer or Moderna vaccines or 2 months after your Johnson & Johnson vaccine rev up levels of the antibodies to help fend off infection.

Source: <https://at.virginia.edu/Tz6P53>

COVID-19 & THE FLU


COVID-19 vs Flu

| | COVID-19 | Flu |
|--|---------------------|--|
|  Common | Fever/chills | ✓ |
| | Cough | ✓ |
| | Body Aches/Headache | ✓ |
| | Tiredness | ✓ |
|  Less Common | Loss of taste/smell | ✗ |
| | Runny/stuffy nose | ⊖ |
| | Sore throat | ⊖ |
| | Shortness of breath | ⊖ |
|  Not Common | Severity | Varies. Older adults and people with certain underlying conditions are at higher risk of severe illness. Seems to cause more severe illness in more people than flu. |
| | Onset of symptoms | Later (2-14 days after infection) |
| | Cause | SARS-CoV-2 |
| | | Varies. Young children, older adults, and people with certain chronic conditions are at higher risk of severe illness. |
| | | Earlier (1-4 days after infection) |
| | | Influenza viruses |

Source: <https://at.virginia.edu/G8AJ3M>


Every Layer Protects Us

PREVENT

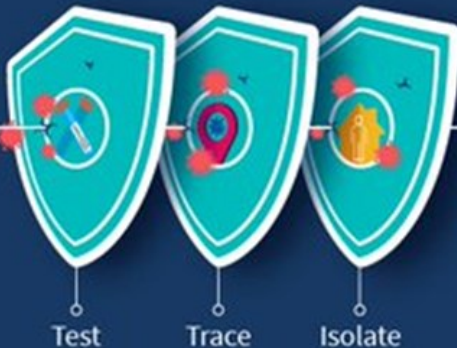


Vaccinate Mask Distance Wash

YOU






CONTAIN



Test Trace Isolate

PEOPLE YOU LOVE



Vaccinate.Virginia.gov · 877-VAX-IN-VA (877-829-4682)

OCCUPATIONAL HEALTH & SAFETY

VINCE MARSHALL: SAFETY CHAMPION

Vince Marshall was nominated by his leadership and selected by the Facilities Management Occupational Health and Safety team as the January 2022 FM Safety Champion. In late 2021, Vince approached his supervisor with the idea of adding reflective safety tape to the sides of our dump trucks, trailers, salt spreaders, and even some of the larger pickup trucks to make them more visible at night, in winter weather conditions, and in all low-light conditions. With the support of his supervisors and the FM Fleet office, Vince took the initiative to source, purchase, and install reflective safety tape on large vehicles, trailers, and salt spreaders in FM Landscape, enhancing safety for equipment operators as well as those around them. Vince's resourcefulness and the support of his supervisors made this safety improvement possible.



Share this, see all Safety Champions, and nominate a Safety Champion:

<https://www.fm.virginia.edu/depts/ohs/safetychampions.html>

OHS Training Update

Training precautions are in place for all OHS in-person training sessions:

- **Masks must always be worn.** Anyone not wearing a mask will be asked to leave & your supervisor will be notified.
- **Physical distancing** will be in place with either reduced class sizes or larger rooms to allow safe spacing between attendees.
- **Be responsible for your health** prior to & when attending class and **be considerate** of other employees.
- **If you have been exposed** to a COVID+ case, are awaiting test results, or are experiencing any symptoms of illness, please respond to fm-ohs@virginia.edu and ask to be rescheduled.
- **During COVID, employees** are responsible for maintaining their training requirements & attending assigned sessions to properly perform job responsibilities

Workday Learning Record Reconciliation

Wondering why your OHS course is still showing as “In Progress” in your Workday Learning record?

When you attend a safety class, your instructor is sometimes able to mark your attendance in Workday Learning in real time. This results in your learning record showing “Completed” on the same day you attended the class.

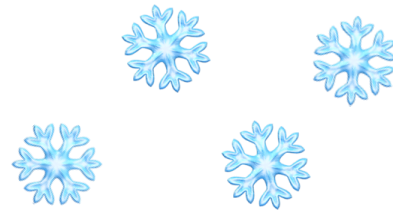
For classes where that isn't possible due to attendees needing to take an exam or complete a hands-on session, etc, **FM-OHS and Occupational Training may need up to 10 business days to reconcile class attendance and exam scores and enter them into Workday Learning.**

Email fm-training@virginia.edu if you have any questions.

OCCUPATIONAL HEALTH & SAFETY

Bernie says!

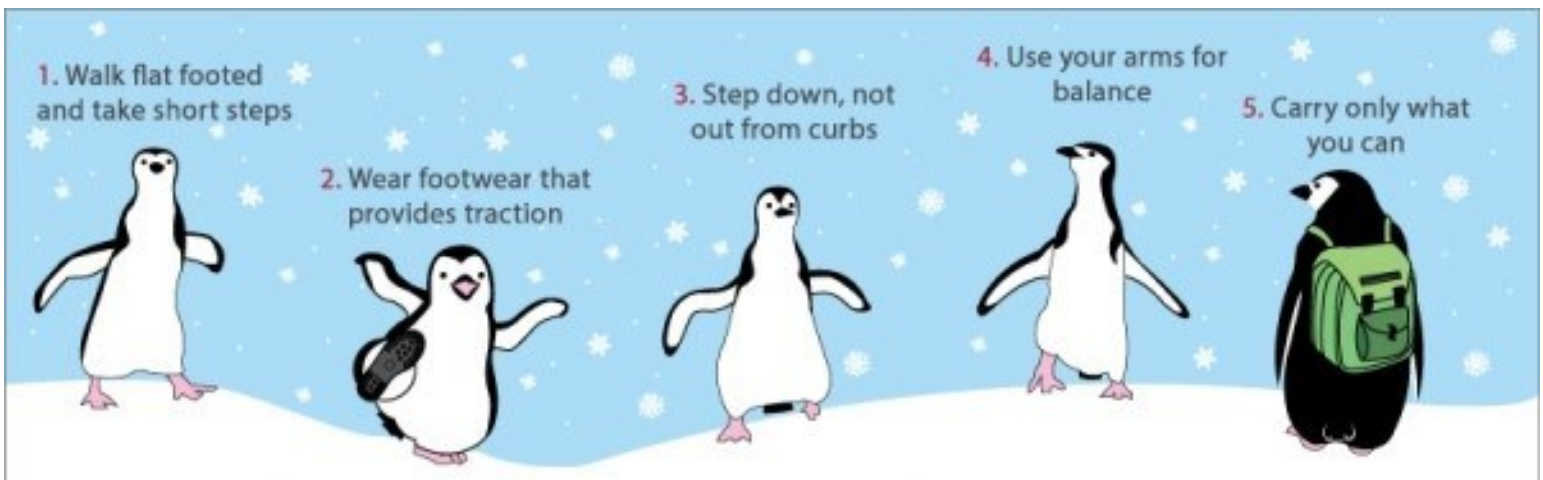
PRACTICE SNOW SAFETY AT UVA FM



Per feedback from multiple Maintenance Zones, Occupational Health & Safety has identified a few problem areas during snow removal last season. Please review the following issues and factor them in as you prepare for the coming season:

- **Aluminum ramps** to temporary units (trailers) are holding ice more than sidewalks and steps (Pratt trailers is one example.)
- **Metal steps between Chemistry and Gilmer** are often very slippery.
- **Brick pavers to libraries** (Darden) freeze and refreeze quickly.
- **Darden between the parking lot and the library** is a constant battle to maintain and can be very slick.
- **Snow blowers** can be very hard to unload from trucks during ice/freezing rain. (A potential slip, trip, and/or fall situation.) Trucks with a lift gate should be used when loading/unloading. Look into the possibility of pre-staging snow blowers if there is a storm predicted.
- **It's often very icy from the gate at FM Lot all the way to cabinet shop** (between Skipwith and Shop buildings), so take care when walking in this area.
- There were multiple reports of students/staff slipping on steps across Grounds following snow/ice storms. **Take care and use caution when using outdoor steps.**
- **Watch out for black ice**, a thin coating of glaze ice on a surface, these are often practically invisible to drivers or people stepping on it.

Whenever you're walking on a slick surface, practice your penguin shuffle!



OCCUPATIONAL HEALTH & SAFETY

SAFETY SHOE TRUCK

The January 4th shoe truck was canceled due to weather. The shoe truck will be on Grounds next on Wednesday, January 19 (adjusted for the Martin Luther King, Jr. holiday) and January 25, 2022.



The voucher system is currently offline as we adjust for the new year of safety shoes. If you receive an email from the safety shoe portal stating your voucher has been processed, you can pick up shoes at the [Red Wing store on Pantops](#) or at the next shoe truck using your UVA ID.

If you need safety shoes, submit a request: <https://at.virginia.edu/FMShoeRequest>

REMINDERS

[OSHA.gov](#) posts and emails workplace safety reminders daily.

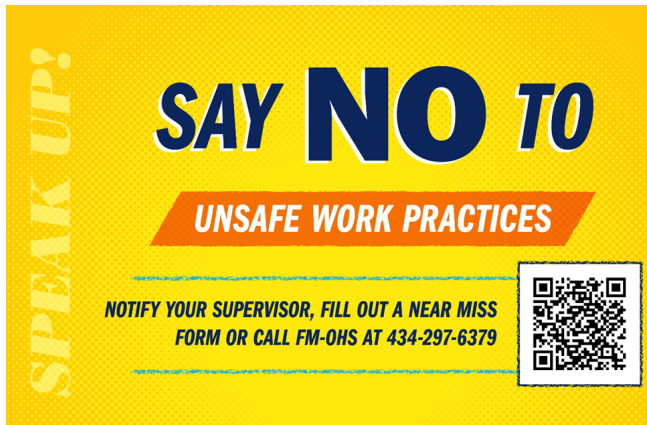
Visit <https://www.osha.gov/winter-weather/hazards#stranded> to learn more about this one.

Visit [OSHA.gov](#) to see more workplace safety reminders of the day.



Keep the vehicle's exhaust pipe clear of snow

WORK SAFELY!




SPEAK UP!

SAY NO TO

UNSAFE WORK PRACTICES

NOTIFY YOUR SUPERVISOR, FILL OUT A NEAR MISS FORM OR CALL FM-OHS AT 434-297-6379



FM Occupational Health and Safety is here to support you and a safe working environment.

If you have any questions or concerns related to health and safety at work, speak with your supervisor, [Safety Committee representative](#), [someone from OHS](#), or submit a [near miss report](#).

FREE FITNESS OFFERINGS FROM HOOS WELL

UVA Intramurals and Hoos Well have partnered to offer employees FREE fitness classes—from running to weightlifting to yoga to pickleball, there's something everyone can enjoy!

See the classes: <https://at.virginia.edu/pWoLOR>



OCCUPATIONAL TRAINING

Training Opportunities

Strategic Planning: Key Considerations for Effective, Inclusive, and Values-Based Approaches to Planning and Priority Setting – January 12 11:00-12:15 via Zoom Session

In this interactive session, Dr. Ralph Gigliotti will describe a model for strategic planning used at Rutgers. Attendees will have an opportunity to reflect on applications and connections to one's own unit, department, division, or school, along with considerations for leading strategic planning in an effective, inclusive, and values-based manner.

Register: <https://organizationalexcellence.virginia.edu/register?event=2911>

How to Sustain Motivation and Achieve Lasting Change – January 13 12:00-1:00 via Zoom Session

This webinar is part of the monthly series of emotional well-being webinars offered by FEAP and Hoos Well, UVA's award-winning employee well-being program.

The new year is upon us, and for many the desire to make positive change is beginning to brew. The idea of change can be confusing, difficult, and anxiety provoking. However, implementing change can be rewarding, empowering, and exciting. This virtual seminar is designed to assist you in:

- Curating approach-oriented goals, utilizing the spirit of Motivational Interviewing as a guide
- Identifying the need for change
- Investigating personal barriers to change
- Learning new ways to implement lasting change

Register: <https://virginia.zoom.us/meeting/register/tJAlduqrrj0uG9aUI7tihEnZuHOJgXODa7YV>

View or Apply for UVA FM Job Postings

Current UVA Employees Search for and apply to jobs using your existing [Workday account](#):

See UVA HR's [How to Apply: for Internal Candidates](#): <https://at.virginia.edu/jgLuzS>

External Applicants (not currently employed by UVA) will be prompted to create a profile in Workday when applying: <https://uva.wd1.myworkdayjobs.com/UVAJobs>

Not all listings are available to external applicants.

Questions on job listings should be directed to AskHR@virginia.edu

FM Job Listings as of 1/4/2022:

- | | |
|---|--|
| • R0031625 IT Help Desk Specialist (Staff Wage) | • R0031155 Instrumentation & Controls Technician |
| • R0031242 Historic Masonry Supervisor | • R0031291 Systems Control Center Operator |
| • R0031541 Custodial Services Supervisor, Housing | • R0031380 Trades Utility Senior Worker |
| • R0026856 Senior Welder for Utility Systems | • R0029244 Carpenter Senior |
| • R0031215 Buildings Superintendent | • R0027823 High Voltage Electrician |
| • R0031374 HVAC Mechanic | |

See more UVA FM Job Listings >>>

OCCUPATIONAL TRAINING

UVA FM Job Postings, Continued from previous page

- R0030791 Instrumentation & Controls Technician
- R0028140 Recycling Supervisor
- R0026545 Sheet Metal Technician - CC&R
- R0030991 Custodial Services Worker
- R0030609 Elevator Assistant Mechanic
- R0030564 General Services Supervisor
- R0029165 HVAC Mechanic, West Grounds
- R0024783 HVAC Mechanic
- R0025441 Plumber
- R0030790 Recycling Worker
- R0030719 Sign Shop Worker
- R0030982 Utilities Supervisor
- R0030524 Boiler Operator
- R0030544 Carpenter - Construction & Renovation Services
- R0030560 Carpenter Senior
- R0030280 Chiller Plant Zone Supervisor
- R0030513 Custodial Services Worker, Evening Shift
- R0030474 Custodial Services Worker
- R0030510 Custodial Services Worker
- R0030567 Electrical Assistant
- R0030468 Electrician Senior
- R0030357 Electronic Door Supervisor
- R0030487 Fire Systems Assistant Technician
- R0029754 General Services Technician
- R0030397 Plumber Assistant
- R0024318 Custodial Services Supervisor, Evening Shift
- R0026830 Geospatial Space Analyst
- R0026820 Instrumentation & Controls Technician
- R0029999 Licensed Tradespeople (HVAC, Electrical or Plumbing), Shift
- R0030369 Maintenance Zone Manager
- R0030315 Utilities Manager
- R0028077 Custodial Services Worker
- R0030008 Fire and Safety Equipment Inspector
- R0028772 Instrumentation Engineering Technician
- R0025875 Landscape Plant Health Specialist
- R0029177 Mason Plasterer
- R0025551 Roofer
- R0028303 Senior HVAC Mechanic, Central Grounds Zone, Evening Shift
- R0022915 Trades Utility Senior Worker
- R0029749 Trades Utility Worker
- R0027779 Arborist
- R0026402 Electrician
- R0029022 Electrician
- R0025247 Environmental Remediation Tech
- R0026550 Mason - CC&R
- R0025318 Recycling Program Coordinator
- R0025264 Senior HVAC Mechanic - 7AM-5:30PM, M - Th
- R0029135 Trades Utilities Senior Worker, Housing Facilities
- R0026556 Assistant Coach, Football
- R0027440 Electrician - CCR
- R0027977 IT Desk Support (Student Wage)
- R0025382 Plumber

DIVERSITY, EQUITY & INCLUSION

New Year/New Intentions

A new year always comes with new resolutions or intentions. An intention to help set you and your team up for success is to focus on practicing active listening. Active listening isn't a given, it's a skill we all can be intentional about practicing daily to improve our relationships - both at work and at home. Active listening is different than passive listening: Look at the chart on the right - **Are you usually an active or a passive listener?**

If you're interested in trying out steps to become an active listener, on the [next page](#) are some steps that can help get you started.

To learn more detail about active listening, visit the following resources:

- <https://www.mindtools.com/CommSkill/ActiveListening.htm>
- <https://www.ccl.org/articles/leading-effectively-articles/coaching-others-use-active-listening-skills/>
- <https://pediaa.com/what-is-the-difference-between-active-and-passive-listening/>

ACTIVE LISTENING VERSUS PASSIVE LISTENING

| ACTIVE LISTENING | PASSIVE LISTENING |
|--|---|
| Active listening is reacting while listening in order to emphasize understanding | Passive listening is listening without reacting or responding |
| Involve feedback and questions | Does not involve feedback and questions |
| Listener concentrates, understands, responds and then remembers what was said | Listener's mind may move to other topics |
| Involves natural non-verbal cues like nodding and making eye contact | May not involve these |
| Used in counselling or solving disputes | Listening to music, listening to news, etc. are examples |

Visit www.PEDIAA.com

Community MLK Celebration

UVA has already begun to schedule events, make sure to register and mark your calendar!

See the events already on the calendar for January 2022: <https://mlk.virginia.edu/events>



UVA & Affordable Housing

UVA has announced the selection of three potential sites for affordable housing development. This work falls under the auspices of the President's Council on UVA-Community Partnerships.

Within the announcement, there are opportunities for community members to share their thoughts about the sites via a survey and a comment wall.

Read more about the Affordable Housing Initiative on the President's Council site:

<https://prescouncil.president.virginia.edu/affordable-housing>

Listening Skills

Hear What People Are Really Saying



Start Here

Active listening is a technique that enables you to fully concentrate on what others are saying, and to understand their **complete message**.

It can make you more effective at work, increase your ability to influence and negotiate, and prevent misunderstandings.

1

Here's how to do it:

Pay Attention

Look at the speaker, be aware of their body language, and ignore distractions.



I'm all ears!



Show That You're Listening

Nod, smile and say "yes" or "uh-huh" from time to time, to encourage the speaker to continue.

2



Make sure that you **really hear** what the other person is saying. **Stay focused**, and avoid falling back into old habits.

Becoming an **active listener** can increase your **productivity**, improve your **relationships**, and help you to avoid conflict.



Respond Appropriately

Be **open**, **honest** and **respectful** of the speaker's opinion – even if you don't agree with it. If you understand one another's positions, you can work toward a shared goal.

5

4

Defer Judgment

Allow the speaker to finish their point **before** you offer a counter argument. It's a discussion, not a race!



So, what you're saying is...



Do you mean that...?



3

Provide Feedback

Reflect the speaker's words back to them, and **ask questions** to check that you **understand correctly**.

To learn more about Listening Skills, read the article at www.mindtools.com/listen



let's celebrate!

Reasons to celebrate are all around us!

Here are some upcoming holidays this week, both fun and serious. Click on each to learn more.

January 7: Orthodox Christmas Day

January 8: National Bubble Bath Day

**January 9: National Law Enforcement
Appreciation Day**

**January 10: National Cut Your Energy
Costs Day**

**January 11: Learn Your Name In
Morse Code Day**

January 12: National Take the Stairs Day

**January 13: Calennig, the Welsh New Year
Celebration**