

The Occupational Programs Weekly Wrap Up

UVA Facilities Management

03.10.2022

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In the spirit of our **Spring Break Day** tomorrow, here is a “lightened up” OP Wrap Up with quick updates from each of our programs.

Enjoy your long weekend & be prepared to **spring forward** on Sunday morning!



APPRENTICESHIP

- Save the Date: Apprenticeship Job Fair
- Recap: Employee Appreciation Breakfast

DIVERSITY, EQUITY & INCLUSION

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- UVA Vaccination & Booster Requirements
- What is “Long COVID”?



***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>

APPRENTICESHIP

Save the Date!



FM Apprenticeship Job Fair

April 12, Alumni Hall

9:30 AM to 11:30 AM

Open to the public. Join the mailing list to receive updates:

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

RECAP: Pancake Appreciation Breakfast

Thank you, UVA employees and team members, for all that you do!

Thank you also to Ryan McCarthy and Travis Castellanos for helping to staff the Apprenticeship information table. The team attended the event to promote awareness of our program and the opportunities we are able to provide for area residents as well as to celebrate [Women in](#)

[Construction Week!](#)



DIVERSITY, EQUITY & INCLUSION

THANK YOU

Inclusive Excellence Update: Employee Appreciation + Hiring

- **Access + Success Team** will be meeting with UVA Recruitment and FM HR Business Partners soon to learn more about the current hiring and promotion practices to address the first IE goal of addressing them through an equitable lens.
- **Climate + Intergroup Team** will meet on 3/17 to select employee appreciation actions and events to lead forward based on *your* comments in the IE Survey—see Question 14 comments here- <https://www.fm.virginia.edu/employees/intranet/docs/IESurvey2021Results-comments.pdf>

Employee Resource Groups

UVA LGBT Committee

- Is a subcommittee of the UVA Diversity Council and addresses issues of interest to the LGBT community including best practices and recommendations.
- The committee worked with Facilities Management and the Office of Equal Opportunity & Civil Rights to develop standard signage for single stall, gender-neutral restrooms
- If you'd like to learn more, or get involved, please reach out to the **FM LGBT Committee representative Dan Shantler**, Systems Control Center Manager at (434) 243-8072, des5nw@virginia.edu



Events

- **UVA DEI offers a Microaggressions workshop** on Wednesday, March 23, 2022, from 12:30-1:45 PM. This workshop will provide an overview and definition of the concept of microaggressions. Register here—https://virginia.zoom.us/meeting/register/tJYpfuGopzlsHNfrTglixvh4XVasOP_urrvi
- **Cville Tool Library opens on 3/19** where you can check out tools to complete your projects, just like checking out a book from the library. Open Thursday 4pm-7pm and Saturday 9am-12pm. [Click here](#) to learn more or reach out to 3rd year Plumber Apprentice [Ryan McCarthy](#).
- **English 1-1 Classes** are available through UVA CAELC if you or an employee are interested, please email [Emily Douglas](#) or call (434) 906-5810.
- **FM Diversity Committee** meets monthly! Email [Rollie Zumbrunn](#) to get on the mailing list and join the conversation.
- **Festival of the Book: March 16-20.** In person & virtual events. See more: <https://www.vabook.org/>

To learn more about these events or share any DEI updates, please contact Emily Douglas at em4hg@virginia.edu or FM-DEI@virginia.edu—thank you!

DIVERSITY, EQUITY & INCLUSION

Celebrating Women In Construction Week, March 6-10

16 Tips for Elevating Women's Voices in the Workplace:



Women:

- **Ask.** Research shows that men are more likely to ask for the resources they need, while we tend to wait for them to be allocated. This leads to an imbalance in funding, people, and overall assets that can be solved by simply asking for them. By not asking for what you need, you risk taking yourself out of the race before it even begins.
- **Then, ask for more.** We tend to set our expectations low (and we compare ourselves only to other women, which reinforces our low expectations). Instead, aim high. Research what men in similar positions are earning or require when running similar projects as well as how your ask compares to other industries. Open the conversation at the high end of your salary requirements or by detailing all the resources you need for a fully developed team. Starting high provides you room to negotiate if they counter and gives you everything you were looking for if they accept.
- **Be mindful of the language you use in your everyday activities.** Apologizing, self-deprecation, and qualifying your ideas can erode your credibility before you even get to the table. Removing this language from your everyday interactions will make you sound more confident and trustworthy. Plus, you'll garner more respect as you enter negotiations.
- **Be powerful in your pause.** Once you make an ask, pause, and allow the other person time to respond. Allow the other person time to respond and fight the urge to talk first or qualify / discount your ask. If it's hard for you to wait a couple of seconds before breaking the silence (and it is for most people!), slowly take a drink of water and force yourself to do something other than talk.
- **Practice saying "no" and setting boundaries.** Everything you say "no" to opens you up to say "yes" to something else. Set your own terms.
- **Deploy the "Yes, and" technique.** If you are asked to take on a new project, role, etc., that you'd like to accept, don't accept it immediately. Reflect on what resources you'll need to accomplish the ask and then respond with "Yes, and I'll need [fill in the resources you'd like]. The best time to negotiate for resources is as you're accepting the role.
- **Take credit for your work and accomplishments and celebrate your wins!** If the thought of this makes you feel uncomfortable, buddy up with a friend a work – when you have a win, ask them to share it with the team. Do the same for them – and anyone else who may not be taking full credit for the incredible work they are doing.
- **Pump yourself up.** Research shows that the more confident we are about our ask, the higher the chance we'll effectively negotiate for what we want. So, what do you need to do to feel more confident in your negotiation - visualizations, affirmations, killer playlist? Do whatever you need to pump yourself up and remember - presence is powerful.

See tips for allies >>

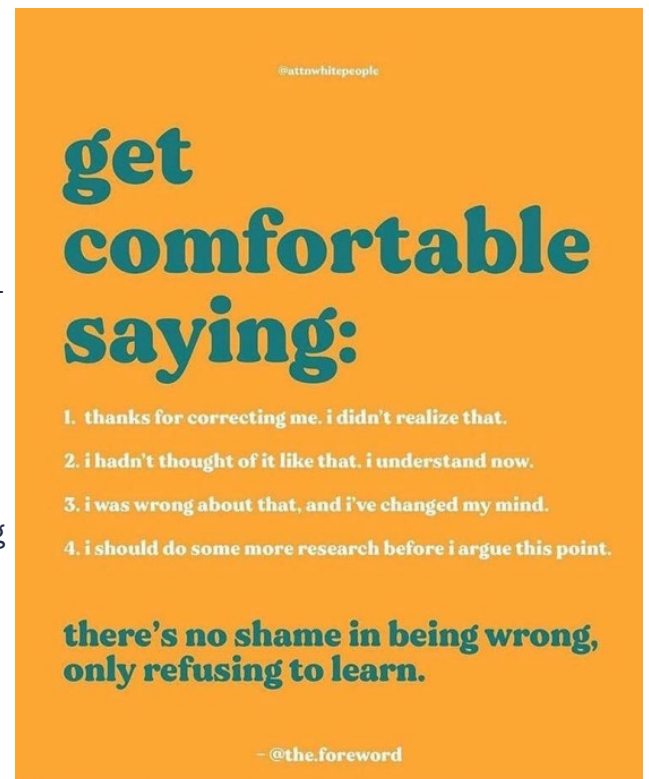
DIVERSITY, EQUITY & INCLUSION

Celebrating Women In Construction Week, March 6-10, *continued*

16 Tips for Elevating Women's Voices in the Workplace:

Effective Allies:

- **Listen to women.** Believe women. Especially when their experiences don't match your own. Yes, your good friend, Bill in procurement, may make it more difficult for Sarah to get her resources approved, even if he approves yours easily.
- **Pause before you label.** When you find yourself calling a woman difficult, needy, etc., ask yourself if you'd call a man exhibiting the same characteristics the same name. Be cognizant of how you label and talk about women and the impact these negative labels have on a woman's career.
- **Don't wait for women to ask.** Give us the raises we deserve. Properly staff and resource our projects. Show us that our work and efforts are valuable and recognized.
- **Ask us how you can help, and then follow through when we tell you what we need.**
- **Give women credit for their accomplishments.** Don't chalk it up to a team effort if it wasn't – congratulate us for our wins as much as you congratulate men and in a consistent manner. If you typically recognize accomplishments at the Monday morning team meeting, make sure you recognize all accomplishments. And if you haven't heard of any recently from the women on your team, instead of assuming they don't have any, assume they haven't told you. Follow-up with them to ensure you're learning of their wins as much as you hear of others.
- **Amplify voices.** Recognize that women are interrupted more, talked over more, and find their ideas drowned out in group discussions – make room for all voices in the room and credit women for their ideas and contributions.
- **Provide all the data.** Research shows that when we have access to all the data – especially in salary negotiations - gender differences disappear. When you're asking us to take on new projects or roles, provide all the data you have so we can make informed decisions and ask for the resources we need to be successful.
- **Get comfortable with being uncomfortable.** Amplifying and supporting women may mean you're not playing along with how things have always been done. And that's good. Because changes like these make us all more productive and create stronger workplaces.



Source: AGCVA email newsletter, <https://agcva.org/>

OCCUPATIONAL HEALTH & SAFETY

HERE COMES THE SUN! TIPS TO ADAPT TO DAYLIGHT SAVING TIME

Daylight saving time 2022 in Virginia will begin at 2:00 AM on

Sunday, March 13

and ends at 2:00 AM on

Sunday, November 6

All times are in Eastern Time. Dates and times may vary.

Daylight Saving Time marks the time to “spring” ahead one hour for most of the United States. Where it is observed, Daylight Saving Time begins on Sunday, March 13, 2022.



Tips to minimize the impact of time change:

- Adjust your sleep cycle a few days prior to the time change:
 - Try to go to bed **15 or 20 minutes earlier** each night before the time change. This will give your body a chance to adjust.
 - **Begin to transition the timing of other daily routines** that are “time cues” for your body. For example, start eating dinner or preparing for bed a little earlier each night.
 - **On Saturday night, set your clocks ahead one hour in the early evening.** Then go to sleep at your normal bedtime.
 - **Try to go outside for some early morning sunlight on Sunday.** The bright light will help set your “body clock,” which regulates sleep and alertness.
 - Be mindful of how DST may be affecting your body and **be careful when driving or operating machinery.**
 - **Stick to your bedtime** on Sunday night to get plenty of sleep before the workweek.
- **Try to keep a daily routine for sleep and waking up** to improve sleep and health.
- **Keep your sleep environment quiet, comfortable, and cool.** Especially during the period of earlier sunrise and later sunsets, using light blocking window coverings can keep sleeping areas dark.

Read more: <https://blogs.cdc.gov/niosh-science-blog/2022/03/08/time-change/>

WORK SAFELY!

FM Occupational Health & 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 rep.](#), [someone from OHS](#), or submit a [near miss report](#).

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

OCCUPATIONAL HEALTH & SAFETY

Important Reminder for OHS Training Sessions

UVA FM-OHS is considering the implications of the recent spike in COVID cases and how it impacts our community, Facilities Management, and OHS training. Training that is critical to keeping our employees safe cannot be delayed; and there are some tasks for which employees are required by Federal and State laws to have up-to-date training. OHS is conducting in-person training with the following precautions to prevent the spread of illness. **We appreciate your collaboration in balancing our critical needs for employee health and safety.**

Requirements for OHS Training Sessions:

- **Masks MUST always be worn properly at all times.** OHS trainers will have additional masks at training classes to offer employees. Anyone not wearing a mask or continuing to wear a mask improperly will be asked to leave and your supervisor will be notified.
- **Mask requirements:**
 - A KN95 face mask OR
 - A medical grade, three-ply face mask OR
 - You **MUST** wear a medical grade, three-ply face mask over your cloth face covering (double-mask).
- **All face coverings MUST be tight-fitting and completely cover your nose AND mouth.**
- **Physical distancing will be in place with either reduced class sizes or larger rooms** to allow safe spacing between attendees. Most OHS trainings have moved to Zehmer Hall to accommodate our trainings, additional space & physical distancing. If you feel a room needs an adjustment to its set-up, please ask.
- **Be responsible for your health** prior to and 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 and attending assigned sessions to properly perform job responsibilities.**

This approach is in line with current UVA, CDC, and local public health officials' policies and guidelines. **OHS will reassess policies for in-person training as needed. The team will evaluate individual cases of expired or overdue training; and in some cases, employees may not be able to perform tasks until the training requirement has been met.**

Contact fm-ohs@virginia.edu or call 434-297-6379 if you have any questions.

Thank you for your patience, understanding, and collaboration.

OCCUPATIONAL TRAINING

Training Opportunities

Implicit Bias Module Series

The Kirwan Institute offers a free and self-paced course on understanding and interrupting implicit bias.

<http://kirwaninstitute.osu.edu/implicit-bias-training/>

Making the Leap from Peer to Manager

March 24, 2022, 3:00 PM - 5:00 PM. Via Zoom

Transitioning from a peer to a manager can be an exciting and challenging opportunity. This class helps you identify actions you can take to position yourself for success as a manager. You'll also learn tips on how to interact with your former peers after you step into your manager role.

Register: <https://at.virginia.edu/eGpgWv>

Free Tutoring for K-12 Children of UVA Staff

Free virtual tutoring!



Children of UVA Staff are eligible for **free virtual tutoring** in **k-12 subjects** from volunteer student tutors.



Choose **when** and **how often** you'd like your children to be tutored.



Browse available tutors online to find the best fit.

Get started! <https://at.virginia.edu/freeuvatutoring>



Reminder: Face Coverings are still important!

Per [UVA's Policy SEC-045](#), Facilities Management requires face covers to be worn at all times while indoors at UVA properties, unless alone in an office or vehicle. Due to the increased contagiousness of COVID-19, UVA strongly recommends wearing a medical grade three-ply mask instead of a single-layer fabric mask.

Three-ply, fabric, & KN95 masks are available for your team through [the online form](#).

WELLNESS

Learning Opportunities:

Boost Your Financial Wellbeing

UVA Health Plan participants can earn \$25 in rewards by participating in financial well-being webinars. Three webinars scheduled for March will focus on **taxes, financial well-being for women, and investing in a 529 account** for future higher education expenses.

See the dates & details:

<https://hr.virginia.edu/wellness/financial-well-being/financial-wellness-webinars>

COVID-19 RESOURCES

Helpful Links

- **UVA Policy SEC-045-COVID-19 Health & Safety Requirement:** <https://uvapolicy.virginia.edu/policy/SEC-045>
 - **OHS COVID-19 Resources:** <https://www.fm.virginia.edu/depts/ohs/covid-resources.html>
 - **FM COVID-19 Communications:** <https://www.fm.virginia.edu/employees/intranet/covid.html>
 - **KN95 mask information and resources:** <https://at.virginia.edu/ajCNgF>
 - **FM face cover & mask request form:** <https://at.virginia.edu/UVAFMMatReq>
 - **VDH Isolation and Quarantine Calculator:** <https://www.vdh.virginia.gov/coronavirus/isolation-quarantine/>
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CDC Updates Vaccination Status Definitions

On January 16, 2022, CDC updated their definitions of vaccination status. You are considered **“fully vaccinated”** two weeks after the completion of your primary vaccine series (either 2 doses of Pfizer/Moderna or 1 dose of Johnson & Johnson). You are considered **“up to date”** or **“boosted”** after receiving any brand of booster dose. If you received Pfizer or Moderna for your primary series, you are eligible for a booster dose 5 months after the second dose. If you received J&J, booster eligibility begins 2 months following your initial vaccination.

Similar to other vaccines, like TDAP where you receive an initial vaccine and a booster dose later, staying up to date is the best way to protect yourself from the risks and negative health effects of COVID-19 infection.

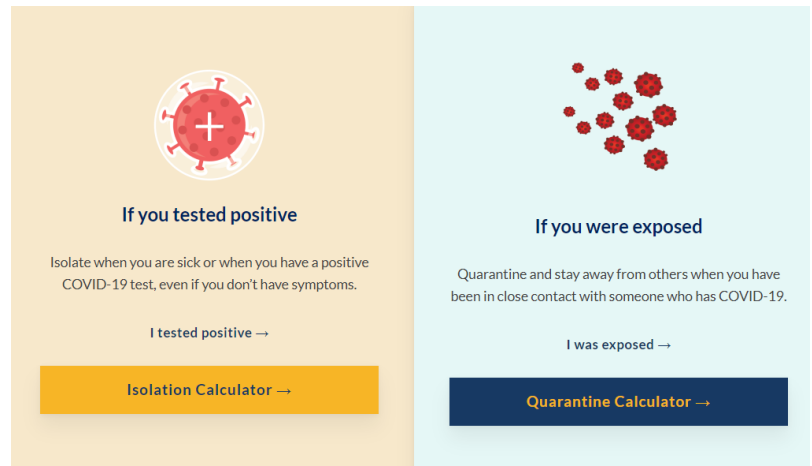
To read more from the CDC on how to determine your vaccination status, visit their vaccination page: <https://www.cdc.gov/coronavirus/2019-ncov/vaccines/stay-up-to-date.html>

COVID-19 RESOURCES

UPDATES FROM THE VIRGINIA DEPARTMENT OF HEALTH

Isolation and Quarantine Calculator

With at-home testing becoming more available, as well as the recent uptick in mild COVID-19 cases, it can be a little confusing to know how many days to quarantine or isolate when you have been exposed to or have tested positive. VDH has developed an online Quarantine Calculator tool that you can use to easily create a plan to isolate or quarantine to protect those around you. **This tool is designed to help you identify a specific date to test after close contact and a specific date to end isolation after a positive test or symptoms.**



Check out the VDH Isolation and Quarantine Calculator:

<https://www.vdh.virginia.gov/coronavirus/isolation-quarantine/>

DATA UPDATES FROM THE VIRGINIA DEPARTMENT OF HEALTH

Booster Protection: The most recent CDC reports show that mRNA (Pfizer or Moderna brand) vaccine booster doses are still offering high levels of protection against serious illness, hospitalization, and death from COVID-19. During the latest Omicron surge, data has shown vaccine effectiveness against hospitalization to be 91% during the first two months after a booster dose and 78% in the four or more months after a booster. While approximately 69% of our District's population have finished their primary series, only about 38% of BRHD residents have received a booster dose. Getting a booster dose is one of the best ways to protect yourself against a COVID-19 infection and potential long term negative health consequences.

To schedule your booster appointment, go to [vaccines.gov](https://www.vaccines.gov). To read more about the report, visit the CDC's statement: <https://www.cdc.gov/media/releases/2022/s0211-covid-19-boosters.html>

Virginia Hospitalizations: Out of all 50 states, Virginia is currently facing the sharpest increase in daily death averages. While case numbers begin to decrease as we exit the surge, many of those with severe illness from COVID-19 remain hospitalized. To help ease the strain on our overburdened health system and decrease your chance of hospitalization, use a layered approach to COVID-19 mitigation: wear a mask, get vaccinated and boosted, and maintain a safe physical distance.

See the Virginia Department of Health Data Dashboard:

<https://www.vdh.virginia.gov/coronavirus/see-the-numbers/covid-19-in-virginia/>

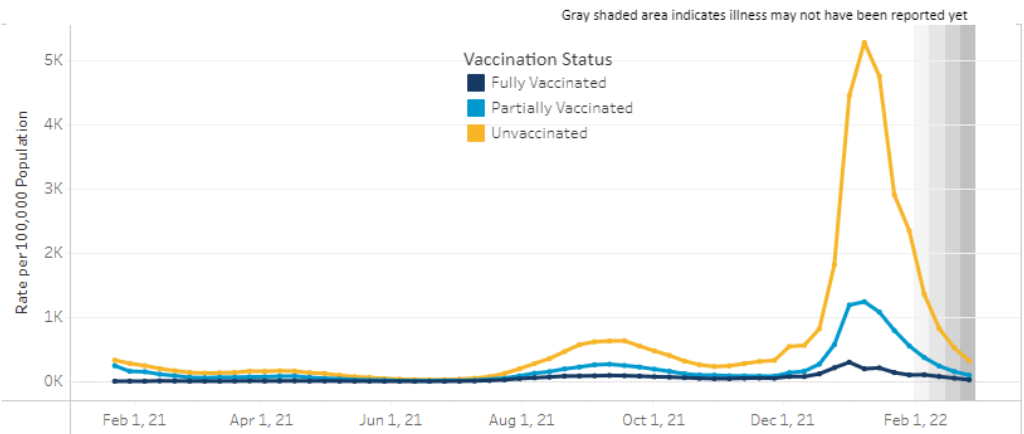
COVID-19 RESOURCES

COVID-19 Case Rates in Virginia by Vaccination Status

Between 1/17/2021 & 2/26/2022, unvaccinated individuals developed COVID-19 at a rate **4.3 times higher** than fully vaccinated and **1.9 times higher** than partially vaccinated individuals.

Breakthrough infections: As of 2/26/2022, **6,175,091** Virginians have been fully vaccinated

against COVID-19. Of these people, **2.7%** have developed COVID-19, **0.067%** have been hospitalized, and **0.0273%** have died.



- Because no vaccine is 100% effective, it is expected to see some fully vaccinated people get infected.
- In most cases, these people do not have symptoms or have only mild symptoms. These infections might also be shorter in duration.
- Breakthrough cases occur for all vaccine-preventable conditions.

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

Every Layer Protects Us

PREVENT

- Vaccinate
- Mask
- Distance
- Wash

CONTAIN

- Test
- Trace
- Isolate

YOU | **PEOPLE YOU LOVE**

VDH VIRGINIA DEPARTMENT OF HEALTH | **VACCINATE VIRGINIA**

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

COVID-19 RESOURCES

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.

UVA COVID-19 VACCINE & BOOSTER REQUIREMENTS

Per UVA Health System policy, **OCH-002: Occupational Health Screening and Maintenance:**

UVA Health Tier 1 team members (employees whose job-related activities require them to be present in Health System Facilities at any time in a given calendar year) are required to get the basic COVID vaccination. Tier 1 employees are strongly encouraged but not required to get the booster. Tier 2 team members are strongly encouraged but not required to get either the basic vaccination or the booster.

See OCH-002: <https://at.virginia.edu/zzt4uF>

What is “Long COVID”?

Most people who catch COVID-19 get better within a few weeks. However, some people experience conditions or symptoms that last weeks or months after they appear to be fully recovered. These can be a range of new, returning, or ongoing health problems. Even people who did not have symptoms (also called asymptomatic infections) can experience this in the days or weeks after they were infected can have conditions as a result of their COVID-19 infection.

These are called “post-COVID conditions” and may also be known as long COVID, long-haul COVID, post-acute COVID-19, long-term effects of COVID, or chronic COVID. CDC and experts around the world are working to learn more about short- and long-term health effects associated with COVID-19, who gets them, and why.

Vaccination greatly reduces the risk of post-COVID conditions by preventing COVID-19 in the first place.

Learn more: <https://www.cdc.gov/coronavirus/2019-ncov/long-term-effects/index.html>



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.

March 11: UVA Spring Break Day!

March 12: Aztec New Year

March 13: National Earmuff Day

March 14: National Pi Day

March 15: World Social Work Day

March 16: National Vaccination Day

March 17: Holi

The Hindu festival of colors!

March 18: National Biodiesel Day