



Critical Updates

Vaccine Update



Chris Live and SF DPH released a new single reminding you to protect your community by getting a #COVID vaccine when you're eligible. Learn more at sf.gov/GetVaccinated.

The City is vaccinating people 16 years and older, who live or work in San Francisco. Only some vaccination sites can vaccinate people under 18.

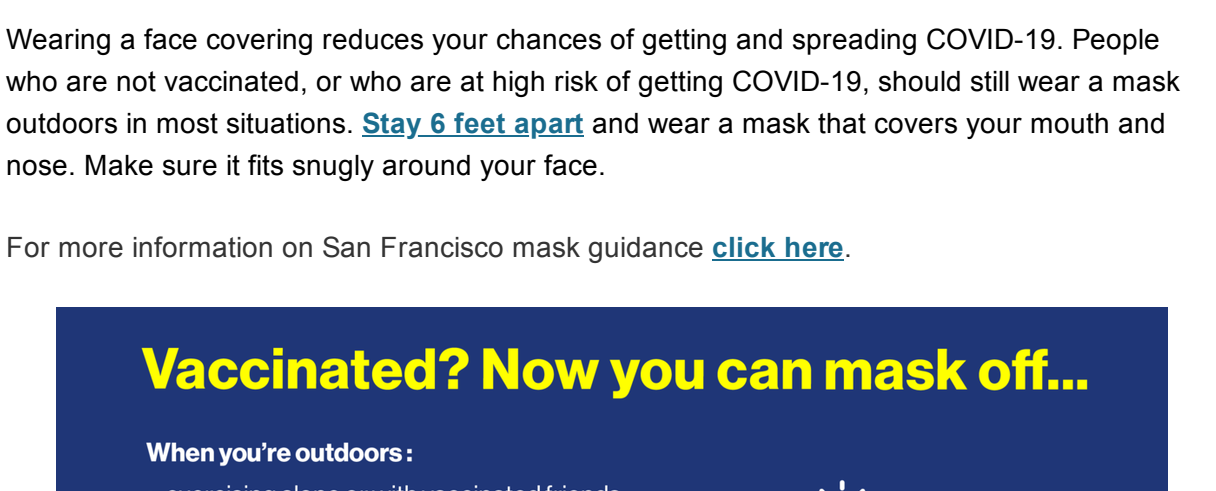
Health officials recommend and urge everyone including city employees to get the vaccine when it becomes available to them.

Visit the City's [Get Vaccinated webpage](#) to schedule an appointment at one of the City's various vaccine sites. If you live outside of San Francisco and would prefer to receive the vaccine closer to home (if available), register through the State of California's website for possible options at myturn.ca.gov.

For more information about the differences between the available vaccines, see the flyer below and visit the COVID-19 vaccine website: <https://sf.gov/get-vaccinated-against-covid-19>.

About the COVID-19 Vaccines

The best vaccine is the first one you can get because...
• Getting vaccinated will help keep you, your family, and your community safe and healthy.
• It will help us return to more activities.
• It will stop the spread of COVID-19 and end the pandemic.



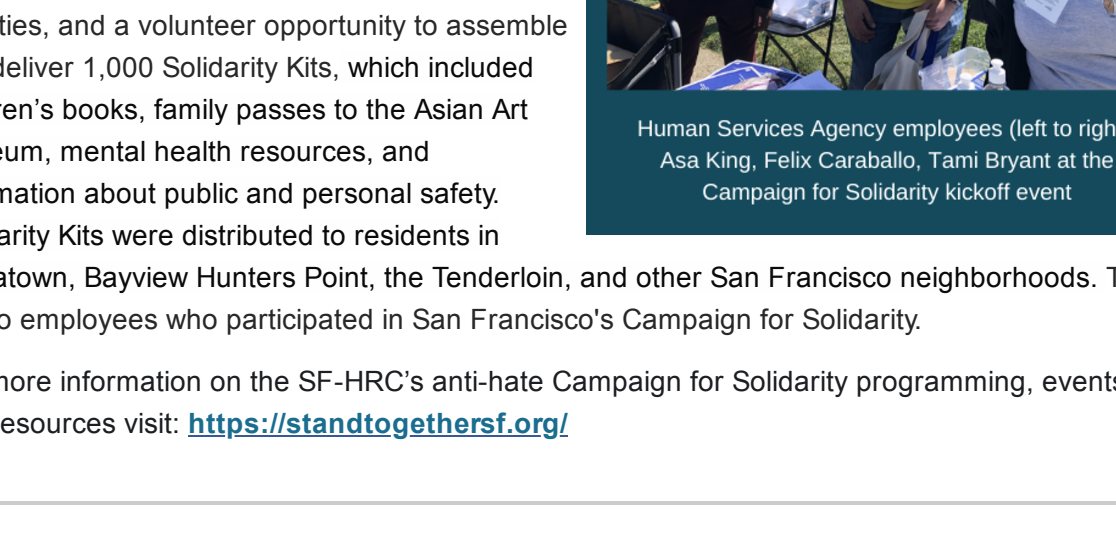
Updated Mask Guidance

The CDC recently updated their guidance on masking when in public. If you are fully vaccinated, you can now [participate in more activities](#) without a mask on. You can exercise alone outdoors or gather with small groups of vaccinated friends.

You will still need a face covering to go into a store or restaurant and if you are in a crowd outdoors. You should always have a face covering with you, even if you are vaccinated.

Wearing a face covering reduces your chances of getting and spreading COVID-19. People who are not vaccinated, or who are at high risk of getting COVID-19, should still wear a mask outdoors in most situations. [Stay 6 feet apart](#) and wear a mask that covers your mouth and nose. Make sure it fits snugly around your face.

For more information on San Francisco mask guidance [click here](#).



Campaign for Solidarity

On April 17th, Mayor Breed, the San Francisco Human Rights Commission (HRC), the Stand Together SF Initiative, and community leaders launched the Campaign for Solidarity to unite he Asian American and Pacific Islander, Black, Latinx, American Indian, and multi-racial communities across the city against hate, bias, and violence.



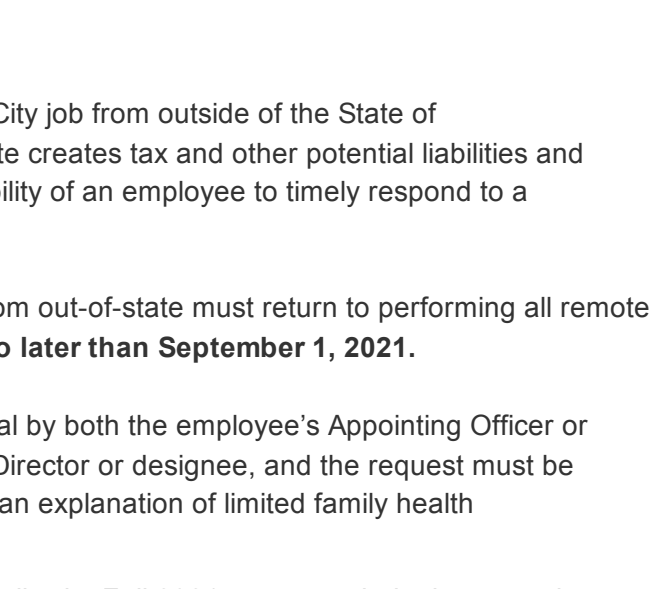
Human Services Agency employees (left to right) Asa King, Felix Caraballo, Tami Bryant at the Campaign for Solidarity kickoff event

The event featured healing spaces, family-friendly activities, and a volunteer opportunity to assemble and deliver 1,000 Solidarity Kits, which included children's books, family passes to the Asian Art Museum, mental health resources, and information about public and personal safety. Solidarity Kits were distributed to residents in Chinatown, Bayview Hunters Point, the Tenderloin, and other San Francisco neighborhoods. Thank you to employees who participated in San Francisco's Campaign for Solidarity.

For more information on the SF-HRC's anti-hate Campaign for Solidarity programming, events, and resources visit: <https://standtogethersf.org/>

COVID-19 Paid Sick Leave

Starting March 29, 2021, employees received two weeks of COVID-19 paid sick leave under a new state law. The law provides eligible city employees paid sick leave (CSP on timesheets) retroactive to January 1, 2021 and continuing through September 30, 2021.



Qualifying reasons for taking this new leave are the same as those for the City's COV benefit, including time off for quarantines, childcare due to COVID-19 related school/childcare closures or unavailability, and vaccination appointments and side-effects. Employees who have used their available COV since the beginning of this year will receive less than two weeks of this new leave (CSP).

Employees can make oral or written requests for qualifying leaves taken since January 1, 2021. Employees receive their regular rate of pay, which excludes special premiums and overtime. Paid leave can be taken continuously or intermittently.

Check with your department's human resource professional for additional questions.

Interim Telecommute Policy

15 months ago, DHR issued an emergency Interim Telecommute Policy in response to COVID-19. To facilitate a thoughtful and safe return to physical workspaces, DHR has issued a revised Interim Telecommute Policy on April 23rd.

Key updates to the policy include:

- Employees may not remotely perform their City job from outside of the State of California. Working remotely from out-of-state creates tax and other potential liabilities and operational impacts, including limiting the ability of an employee to timely respond to a requirement to report for on-site work.
- Any employee currently working remotely from out-of-state must return to performing all remote work from within the State of California by **no later than September 1, 2021**.
- Out-of-state telecommuting requires approval by both the employee's Appointing Officer or designee and the City's Human Resources Director or designee, and the request must be supported by compelling business reasons, an explanation of limited family health circumstances, or other critical need.

DHR will be updating the City's Telecommute Policy by Fall 2021, as expanded telecommuting opportunities for employees continues to be in the best interest of the City and its' employees.

To read the full updated Interim Telecommute Policy [click here](#).

Well-Being Resources

Stress First Aid

Stress First Aid is an evidence-based peer support and self-care model that anyone can use in any setting during stressful times. In this training, you will learn what stress first aid is, how to recognize distress in yourself and others, and build essential skills to help others in a time of distress.



At the completion of this training, participants will be able to:

- Identify stress in your colleagues and ensure help is offered
- Identify stress in yourself and know how to reach out for support
- Create a supportive work environment where team members are caring for one another and leadership promotes mental health & well-being

[Click Here](#) to Register for ONE of the Following Dates:

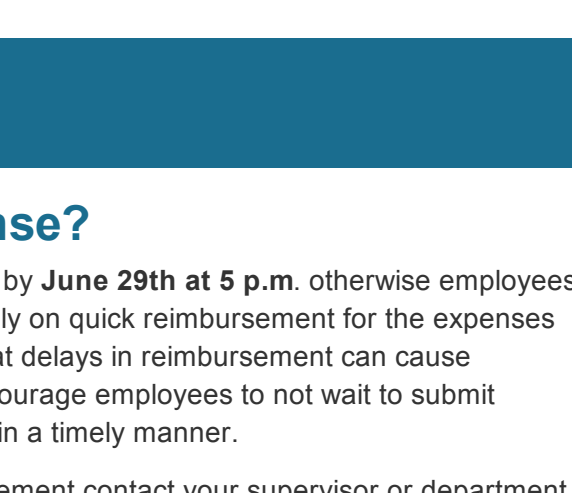
- June 10 or 24 - 10:00am-12:00pm
- July 15 or 29 - 10:00am-12:00pm

A Better You, Everyday!

Check out the [SFHSS Events Calendar](#) to stay up to date on new offerings.

This month's highlights:

- Total Body Conditioning**
Tuesdays (5:15pm - 6:00pm)
- Coping with COVID-19 and Beyond**
Wed. May 19, 2021 (12:10pm - 12:50pm)
- Rec and Park Department Stress Management Sessions**
Fridays (9:15am & 12:00pm)
- Resiliency in Action**
Wed. May 26, 2021 (12:10am - 12:50pm)

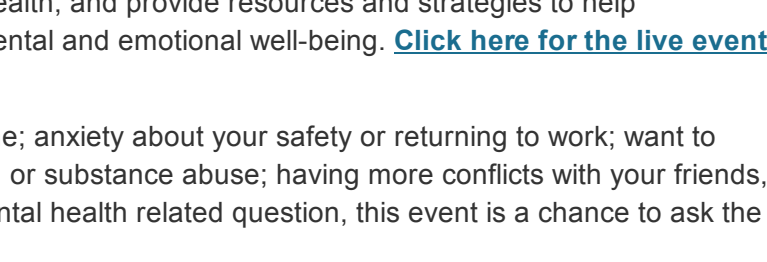


Choose a day and time that works best for you! Questions? Contact Well-Being at well-being@sfgov.org.

Employee Spotlight

SF MUNI Employees

This past year, while the subway was shutdown, SF MUNI employees were hard at work making upgrades and necessary maintenance to the lines. This hard work has resulted in a smoother, more reliable ride just in time for Muni Metro reopening.



Muni employees installed new wayfinding signs and art projects at the Castro and West Portal stations, and Wi-Fi availability, thanks to routers installed in stations and cellular antennas installed in the tunnels. The picture to the right shows SFMTA crew installing the new overhead wire in the subway tunnel.

On May 15th, Muni will fully reopen the **K-Ingleside line**, the **T-Third Street line**, and the **N-Judah**. Additionally, the F Market & Wharves historic streetcars will return on Saturday, May 15th between Fisherman's Wharf and Castro and Market streets seven days a week.

Thank you, MUNI employees for continuing to improve our City's transportation!

Employee Resources

Have a Reimbursement Expense?

All City employee reimbursements must be approved by **June 29th at 5 p.m.** otherwise employees will need to resubmit after July 5th. City employees rely on quick reimbursement for the expenses they cover for their work and the City understands that delays in reimbursement can cause financial stress for employees. To stop delays we encourage employees to not wait to submit expenses and for supervisors to review and approve in a timely manner.

For additional questions regarding expense reimbursement contact your supervisor or department human resources professional.

Mental Health Awareness Month Panel Event

The COVID-19 pandemic has had a major effect on the lives of City employees and their families.

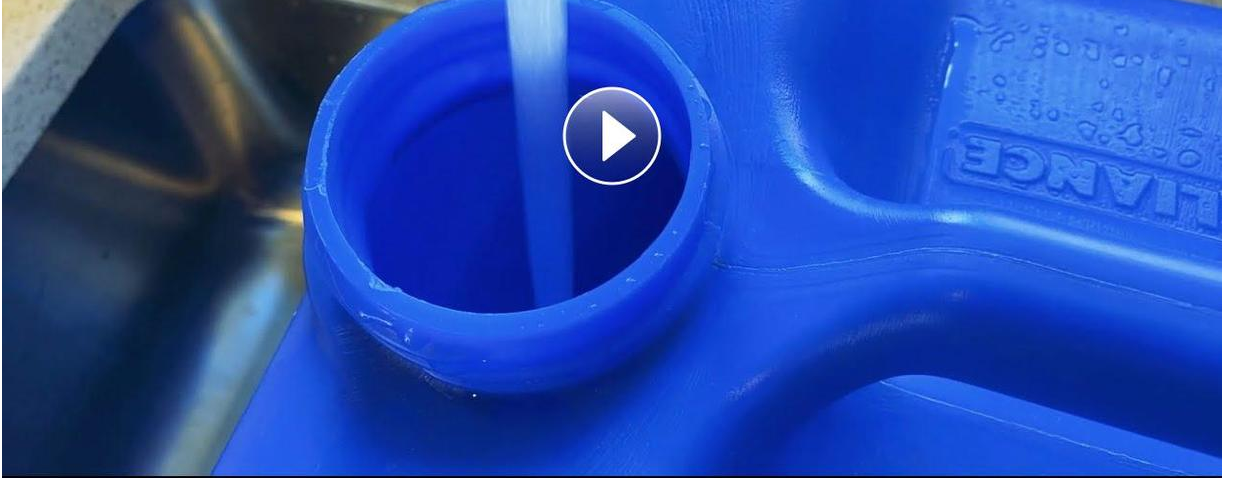
On **Thursday, May 20th from 12:00pm to 1:00pm**, the Department of Human Resources and the Health Services System will be hosting a panel discussion in recognition of Mental Health Awareness Month.

The panel brings together doctors from Kaiser Permanente and an Employee Assistance Program (EAP) counselor to discuss how to recognize stress and anxiety, help answer employees' submitted questions around mental health, and provide resources and strategies to help employees cope and improve their mental and emotional well-being. [Click here for the live event link](#).

If you have concerns about the vaccine; anxiety about your safety or returning to work; want to know the signs of depression, suicide, or substance abuse; having more conflicts with your friends, family or co-workers; or any other mental health related question, this event is a chance to ask the experts how to get help.

Please submit your questions [here](#). Questions may be submitted anonymously.

[Click below to watch Mayor Breed's PSA on Mental Health Awareness Month:](#)



Public Library Returns with "Browse and Bounce"

The San Francisco's Library main branch reopened for "Browse and Bounce" service on Monday, May 3, with more branch libraries to reopen in the following weeks. [Click here](#) for the timelines of other library branch reopening.

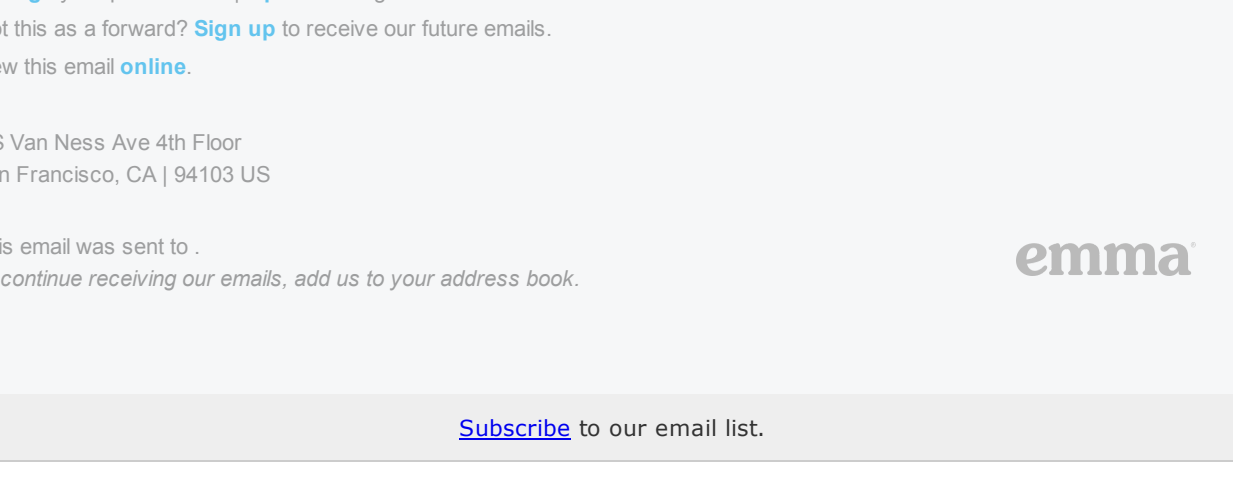


The "Browse and Bounce" program allows patrons to browse library books, music, movies and more, access free public computers for 50-minute sessions, printers, and photocopiers, have questions answered by library staff, return borrowed materials, pick up holds, use the self-check-out machines, and get assistance with library cards and their library accounts. Browse and Bounce will operate in addition to SFPL To-Go, the library's front-door holds pick up service, which is operating at 15 libraries and four bookmobile locations.

Earthquake Safety and Preparedness

Last month marked the anniversary of the 1906 earthquake, and the importance of being prepared.

Watch the video below to learn what supplies you might need and how to be prepared and organized in the event of an earthquake.



Stay Connected to DHR

Stay Connected through the Department of Human Resources

Whether you are on-site reporting for essential work, deployed as a Disaster Service Worker or sheltering in place, the Department of Human Resources is here to provide you with key information and helpful resources. Find out the latest updates through [DHR's COVID-19 page](#).

Need individual confidential telephone counseling?

Contact the [Employee Assistance Program](#).

Do your part: Stop the spread. Together we can save lives.

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