

Public Records Request #3446

The following materials have been gathered in response to public records request #3446. These materials include:

- Emails

This information was provided as a response to a public records request on 3/11/20 and is current to that date. There is a possibility of more current information and/or documents related to the stated subject matter.

Further Information

For further information about this request or the Citywide Records Program, please contact:

Cheyenne Flotree
Citywide Records Program Manager
City of Charlotte/City Clerk's Office
600 East 4th Street, 7th Floor
Charlotte, NC 28202
Cheyenne.Flotree@charlottenc.gov

Amelia Knight
Public Records Specialist
City of Charlotte/City Clerk's Office
600 East 4th Street, 7th Floor
Charlotte, NC 28202
Amelia.Knight@charlottenc.gov

From: Mann, Nan
Sent: Thursday, January 30, 2020 3:36 PM
To: _Everyone (City & CMPD)
Subject: Wellness Thursday



Wellness Thursday

CORONAVIRUS INFORMATION

It is cold and flu season and with news of the Coronavirus, here are a few reminders to help keep you well.

- Every time you cough or sneeze, cover your mouth and nose with a tissue and throw used tissues in the trash.
- Wash your hands often, especially after you cough or sneeze and touch shared surfaces.
 - Wash with soap and water for at least 20 seconds.
 - Use alcohol-based hand cleaners if soap and water are not available.
 - Wash your hands before and after preparing food or eating, after using the restroom, before and after touching your nose, eyes, or mouth, and after touching items that may have been exposed to bodily fluids.
 - Be diligent about cleaning your hands after touching shared surfaces such as workspaces, phones, elevator buttons, ATM key pads, pens, doorknobs, handrails, etc.
- Avoid touching your eyes, nose, or mouth.
- Try to avoid close contact with sick people.
- Get vaccinated for seasonal flu.
- Increase the frequency of cleaning of high touch, high traffic areas like break rooms, door handles, etc.
- If you are sick, please stay home.
- Seek treatment if you were in China in the last 14 days and feel sick with fever, cough or difficulty breathing. Call ahead before going to a doctor's office, urgent care or emergency room so appropriate steps can be taken to avoid exposing others.

ATTENTION WELLNESS INCENTIVE PARTICIPANTS

For all wellness incentive program participants, don't forget to schedule your wellness screen.

- A copy of the incentive guide can be found [here](#) for your convenience.
- To schedule a screening appointment, log into <https://member.ourhealth.org> or call OurHealth's Member Relations Team at 866-451-3467.
- If you prefer to visit your own doctor, the Biometric Results Verification Form can be found [here](#).
- **Wellness screenings run through May 1, 2020.** There is no lookback period.

One Day at A Time – Coping with Grief Program Series

When coping with grief, you may experience all kinds of difficult and unexpected emotions, from shock or anger to disbelief, guilt, and profound sadness. Join OurHealth's Life Coach for TEA (Talking by Expressing and Affirming Feelings) to share about coping with grief. This will be a safe space to talk, listen, and learn.

Details:

Location: CMGC

Frequency: Bi-weekly

Dates: Feb 10, Feb 24, March 9, March 23, April 6, April 20

Time: 12-1p

To sign up, [click here](#).

Monthly Dose of Wellbeing from MYGroup EAP

[Click here](#) for this month's MYGroup EAP newsletter.

It's GAME TIME

The Super Bowl is here. The San Francisco 49ers will face the Kansas City Chiefs this Sunday. Super Bowl Sunday is the second-largest food consumption day of the year, behind Thanksgiving. Whether your favorite team is playing or not, chances are you will be celebrating America's greatest pastimes: football and food. Many will be picking up food or turning their kitchens into small factories to produce the game day essentials. For some healthy alternatives and appetizers for game day, [click here](#).

A FEW WORDS OF WISDOM....

"Of all the people on the planet, you talk to yourself the most, make sure you are saying the right things."

-Health Magazine



Nan Mann, MHS, RD, LDN / Wellness Administrator

HUMAN RESOURCES DEPARTMENT

700 East 4th Street / Suite 200 / Charlotte, NC 28202

P: 704-336-6005 / F: 704-632-8282 / www.charlottenc.gov

From: Benefits
Sent: Wednesday, February 26, 2020 8:56 AM
To: _Everyone (City & CMPD)
Subject: Employee Benefits Brief



Benefits Brief

2020 401(k) and 457 Meeting Schedule

The schedule for first quarter 401(k) and 457 Onsite Sessions can be found [here](#). These are drop in events.

- ICMA is in CMGC today | 11:00am – 1:00pm
- Voya will be in CMGC March 3 | 8:00am – 11:30am
- Prudential will be in CGMC March 11 | 11:00am – 1:00pm

Emergency Contacts – Ensure Yours is Current

You never know when it will be needed.... Take a moment to update your emergency contact in PeopleSoft. Go to Self Service > Personal Information > Personal Information Summary

Form 1095

These Affordable Care Act tax forms were mailed to employee homes in January. If you are in need of a copy, you can download your form from SmartBen. After logging into SmartBen follow My Resources > Forms > Download ACA Statements

Coronavirus

Keep up to date on the latest information at <https://www.cdc.gov/coronavirus/2019-ncov/index.html>.

Your benefits are a click away <https://www.mymobilewalletcard.com/cityofcharlotte/>.



Benefits Division
HUMAN RESOURCES DEPARTMENT
700 East 4th Street / Suite 200 / Charlotte, NC 28202
P: 704-336-4117 / F: 704-632-8282 / benefits@charlottenc.gov

From: Mann, Nan
Sent: Wednesday, February 26, 2020 10:46 AM
To: _Everyone (City & CMPD)
Subject: Wellness Wednesday



Wellness Wednesday

Don't leave money on the table

To schedule a screening appointment at any MyClinic, you may self-schedule through the portal at <https://member.ourhealth.org> or call 1-866-451-3467. **Wellness screenings run through May 1, 2020.** There is no lookback period. To access the 2020 Employee Incentive Guide, [click here](#).

If you prefer to visit your own doctor, the Biometric Results Verification Form can be found [here](#).

****If you would like to complete your screening at a MyClinic location and do not schedule by April 15, 2020, you will be responsible for completing your screening on your own which may include finding an alternative provider and subject to applicable charges.****

Coronavirus

Keep up to date on the latest information at <https://www.cdc.gov/coronavirus/2019-ncov/index.html>.

Tax Resources – April 15th isn't far

MYgroup EAP

If you have tax planning or preparation questions, the City's EAP financial services benefit can help. Unlimited telephonic financial consultation, education, and option to complete simple federal and state tax returns are provided as a resource to all employees and their household members at **NO COST**. This confidential benefit can be accessed by calling MyGroup at 1-800-633-3353,

Community Link

If your household income in 2019 was less than \$59,000 you could qualify to have your tax return prepared and submitted through the IRS' Volunteer Income Tax Assistance (VITA) Program. For more information, [click here](#) or call 704-943-9490.

Introducing the 2020 Wellness Works Wellbeing Challenge

Wellness Works will be offering a variety of challenges and programs throughout 2020 to focus on your overall wellbeing. By participating in a minimum of two events or challenges throughout the year, you will receive a finisher t-shirt and entry to win one of the grand prizes. Be on the lookout in the coming weeks for more details.

Challenge #1: The Joy of Less Organization Challenge – KonMari Style

Challenge Dates: March 9 – April 6

Organization can help to eliminate clutter from your mind. This 4-week challenge focuses on simplifying and organizing your home by getting rid of items that do not bring joy to your life. You will organize by category, not by room. Based on Marie Kondo’s book, *“The Life-Changing Magic of Tidying Up”* book by Marie Kondo. To register, [click here](#).

A Few Words of Wisdom...

“Optimism takes work. Being pessimistic means you are stuck in identifying the problems over and over again. Being optimistic means you have to move forward and do something about it.”

~Beverly Beuermann-King



Nan Mann, MHS, RD, LDN / Wellness Administrator
HUMAN RESOURCES DEPARTMENT
700 East 4th Street / Suite 200 / Charlotte, NC 28202
P: 704-336-6005 / F: 704-632-8282 / www.charlottenc.gov

From: Mann, Nan
Sent: Wednesday, March 4, 2020 9:00 AM
To: _Everyone (City & CMPD)
Subject: Wellness Wednesday



Wellness Wednesday

Protect Yourself – How to prevent the spread of communicable disease, including coronavirus and flu

For more information, [click here](#).

For more information on the coronavirus, call 1-800-CDC-INFO or visit <https://www.cdc.gov/>.

Are you leaving money on the table?

If you elected to participate in the 2020 Wellness Incentive Program, don't forget to schedule your screening appointment at any MyClinic location. You may self-schedule through the portal at <https://member.ourhealth.org> or call 1-866-451-3467. **Wellness screenings run through May 1, 2020.** There is no lookback period. To access the 2020 Employee Incentive Guide, [click here](#).

If you prefer to visit your own doctor, the Biometric Results Verification Form can be found [here](#).

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2020 Wellness Works Wellbeing Challenge

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Last Day to Register

Challenge #1: The Joy of Less Organization Challenge – KonMari Style

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Monthly Dose of Wellbeing from MYgroup EAP

[Click here](#) for this month's MYgroup EAP newsletter.

A FEW WORDS OF WISDOM

"Life moves pretty fast. If you don't STOP AND LOOK around once in a while, you could miss it."

Ferris Bueller's Day Off



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HUMAN RESOURCES DEPARTMENT

700 East 4th Street / Suite 200 / Charlotte, NC 28202

P: 704-336-6005 / F: 704-632-8282 / www.charlottenc.gov

From: Charlotte Communications & Marketing
Sent: Friday, March 6, 2020 5:12 PM
To: _Everyone (City & CMPD)
Subject: CROWN Weekly: You get to choose the winner!

CROWN Weekly

EMPLOYEE NEWS & UPDATES



You get to choose the winner!

People's Choice voting open through March 27

It's that time of the year where you can vote for one of the GOVie awards categories. We've taken the nominees in the Inspiration category and are asking you to select the winner. Each employee can cast one vote on [CNet](#) through March 27.

And your nominees are:

Robert Cerrato (Innovation & Technology)
Lauren E. Collins (Department of General Services)

Philip Freeman (Housing & Neighborhood Services)
Meg Gibson (Charlotte-Mecklenburg Police Department)
Letitia Harvey (Charlotte Water)
Scott Hudson (Department of General Services)
Carol Johnson (Charlotte Water)
Matthew Morris (Charlotte Water)
Adam Perry (Department of General Services)
Christy Price (Charlotte-Mecklenburg Police Department)
Al Rich (Charlotte Water)
Vic Simpson (Charlotte Water)
Albert Walker (Charlotte Water)
Deon Wimbush (Charlotte-Mecklenburg Police Department)

View full nominations and cast your vote on [CNet](#).

Protect yourself from communicable diseases

Many communicable diseases like the flu and coronavirus can be transmitted from person to person. Here are the top things you can do to prevent the spread of diseases and protect yourself.

- Wash your hands often! Be sure to use soap and water and wash for at least 20 seconds.
- If you cough or sneeze, cover your mouth and nose with a tissue and throw used tissues in the trash.
- Avoid touching your eyes, nose or mouth.
- Avoid close contact with sick people.
- If you feel sick, inform your supervisor and discuss a plan to stay home.

[View more tips](#). Get more coronavirus info from the Mecklenburg County Public Health [website](#) or call the hotline at 980-314-9400.

Calling all employees: Another chance to win!

Stormy's Report Pollution Contest

Each week in March, Charlotte-Mecklenburg Storm Water Services' mascot, Stormy the Turtle, is having a "Report Pollution Contest." Employees that answer three easy questions are entered to win one of four \$25 gift cards.

Congratulations to week 1 winners!

Allison Brickey, Department of General Services
Amy Rea, Charlotte Fire Department
Bill Witherell, Department of General Services
Grace Gonzalez, Finance

Enter this week's [Stormy's Report Pollution Contest](#).

Join an upcoming LYNX Silver Line public meeting

Join Charlotte Area Transit System (CATS) at upcoming public meetings to learn more about the future of the proposed LYNX Silver Line light rail project, including transit-oriented development and rail trail opportunities.

- **Tuesday, March 10**, 7 – 8:30 p.m.
Matthews Town Hall (232 Matthews Station St., Matthews, NC 28105)
- **Wednesday, March 11**, noon – 2 p.m.
Main Library (310 N. Tryon St., Charlotte, NC 28202)
- **Thursday, March 12**, 7 – 8:30 p.m.
CPCC Harris Auditorium (3210 CPCC Harris Campus Dr., Charlotte, NC 28208)
- **Tuesday, March 17**, 7 – 8:30 p.m.
Warehouse 242 (2307 Wilkinson Blvd., Charlotte, NC 28208)
- **Thursday, March 19**, 7 – 8:30 p.m.
International House (1817 Central Ave. #215, Charlotte, NC 28205)

For more information about the LYNX Silver Line and other CATS projects, visit ridetransit.org.

Live where you work with City of Charlotte housing resources

Next class March 17

Looking to buy a home? The City of Charlotte is excited to announce employee housing classes from Housing and Neighborhood Services. These classes will educate you about the House Charlotte Down Payment Assistance Program as well as overall best practices for home buyers.

Upcoming dates:

- Tuesday, March 17, 8:30 – 10:30 a.m., Charlotte Department of Transportation – Northpointe
- Friday, May 1, 6 – 8 a.m., Solid Waste Services – Otts St.

[Register now.](#)

Nominate an officer for the Police Community Relations Awards

Entry deadline is April 3

The city is accepting nominations for the 41st Annual Charlotte-Mecklenburg Police Community Relations Awards. The awards recognize officers and work teams from the Charlotte-Mecklenburg Police Department for building positive, problem-solving relationships with individuals and neighborhood groups. Selected officers will be honored at an awards ceremony on Thursday, May 14.

Groups or individuals may submit a nomination for an officer or team [online](#) or by mail to the Community Relations department (Belmont Regional Center, 700 Parkwood Ave., Charlotte, N.C.) The deadline for nominations is Friday, April 3.

[Learn more.](#)

May Madness

Register through March 16

Registration for the 4th annual [May Madness Basketball Tournament](#) is open.

All City of Charlotte employees in good standing are eligible to compete in the tournament. Each team is allowed up to five registered players and must have a minimum of three. Teams can register to play in one of three tournament divisions: co-ed, women's and masters 40+.

Free agents in search of a squad or teams looking to fill out their roster can use the Free Agent Message Board on [CNet](#) to connect with employees across the organization.

Visit [CNet](#) for more tournament information.

Recycle Right Tip: Aluminum Cans

Aluminum cans can be placed in recycling bins.

Show us how you recycle. Take a photo of you recycling and win a prize pack from Solid Waste Services. We'll have two winners for each tip. Submit your photo to curbit@charlottenc.gov by March 13.



charlottenc.gov



From: Charlotte Communications & Marketing
Sent: Monday, March 9, 2020 12:41 PM
To: _Everyone (City & CMPD)
Subject: UPDATE ON CORONAVIRUS (COVID-19)



CHARLOTTE COMMUNICATION & MARKETING: ALERT



City of Charlotte employees,

While the current immediate health risk of COVID-19 (or Coronavirus) to the public in North Carolina is considered low, the City of Charlotte is taking precautions very seriously. The City of Charlotte is fully engaged with its partners including Mecklenburg County Public Health (MCPH), Charlotte-Mecklenburg Emergency Management Office (CMEMO), Mecklenburg County EMS Agency (Medic), Metrolina Healthcare Preparedness Coalition (MHPC) and public safety agencies to establish plans should COVID-19 affect Charlotte.

We are constantly monitoring this situation to identify and plan for any possible city impacts. We have ongoing proactive preparation and mitigation efforts under way to protect the health and safety of our employees and the public. Please review the following information which will provide guidance for you to protect yourself and reduce your risk.

The City of Charlotte will continue to provide updates regarding the status of COVID-19 and encourages employees to get updates from the [Centers of Disease Control and Prevention, North Carolina Department of Health and Human Services](#) and [MCPH](#). The County has also established a public health COVID-19 hotline for anyone to call with questions at 980-314-9400.

We will share additional updates as they become available.

WHAT YOU NEED TO KNOW ABOUT CORONAVIRUS

About COVID-19

- This is an emerging, rapidly evolving situation and MCPH will continue to provide updated information on its [website](#) as it becomes available.
- While COVID-19 is a serious public health threat, the current immediate health risk to the general public in North Carolina is considered low at this time.
- COVID-19 is most often spread through the air by coughing or sneezing, through close personal contact (including shaking hands) or through touching your nose, mouth or eyes before washing your hands.

How to protect yourself

- Wash your hands with soap and warm water for at least 20 seconds. Use an alcohol-based hand sanitizer if soap and water are not available.
- Cover your mouth and nose with a tissue or your sleeve (not your hands) when coughing and sneezing.
- Avoid touching your eyes, nose or mouth with unwashed hands.
- Avoid close contact with people who are sick and stay at home when you are sick.

- Get a flu shot, it's not too late. During this time of year, respiratory illnesses in North Carolina are most likely due to infection with influenza or viruses that cause the common cold.

What to do if you suspect you are ill

- If you believe you are at increased risk of COVID-19 infection due to travel or potential exposure and you are experiencing symptoms of fever, cough, or shortness of breath please call your health provider or the health department and tell them about your recent travel and your symptoms.
- Discuss with your supervisor their expectations and plans for working remotely should it become necessary. Contact your Human Resources representative as it relates to sick leave.

Make a plan

- If community spread of COVID-19 happens in Charlotte, it is important to have a plan in place for yourself and your family. Things to consider when making your plan:
 - Stay informed – know where to go to receive the most accurate updates.
 - Be aware that schools may temporarily dismiss students and have a plan in place.
 - Ensure your entire household is practicing the everyday preventative actions listed above.
 - Should a member of your household get sick, identify a separate room and bathroom for them to prevent infection to the rest of the household.
 - If surfaces in your home are dirty, use the recommended [COVID-19 Fighting Products](#).
 - Talk with your children about COVID-19, try to remain calm, and reassure them they are safe. Familiarize yourself with [guidelines for helping children cope with emergencies](#).

WHAT WE DOING TO PROTECT EMPLOYEES AND THE PUBLIC

- We are following CDC guidelines regarding environmental cleaning and are also increasing the frequency of cleaning city-operated buildings. We will also continue to check bathrooms to ensure handwashing supplies are stocked and available.
- Posters and other educational materials to help staff stay healthy will be made available at city facilities.
- We have implemented contamination protocol on all Charlotte Area Transit System (CATS) vehicles and increased our disinfecting efforts. This includes cleaning surfaces with bleach and a disinfectant fogger on light rail vehicles. CATS vehicles and facilities are thoroughly cleaned and disinfected daily. This includes handrails, poles, the operator's areas, floors, seats and interior panels. Latex gloves, anti-bacterial gel and anti-bacterial soap are made available to operators year-round.
- There are continuous daily cleanings at the Charlotte Douglas International Airport terminal and other airport facilities. Cleanings are also conducted nightly. The cleanings include thorough wipe-down of seating, handrails, elevators and other touch points. We are also implementing nightly sanitizing of Airport shuttle buses and electro-static cleanings of bathrooms.

BUSINESS TRAVEL

- Beginning today, all non-essential business travel will be suspended until further notice. Essential business travel should be limited to situations where business cannot be reasonably conducted without visits to specific locations.
- All essential business travel requests must be approved by your Department Director and the appropriate Assistant City Manager until further notice.
- Any business travel scheduled as of today may proceed unless the travel is to a location where this a sustained community transmission of COVID-19. A list of locations that have sustained community transmission will be posted [online](#). If you have travel scheduled and are reluctant to travel, discuss it with your departmental leadership to make alternate arrangement such as video conferencing.

- Any city vendor or contractor travel to Charlotte needs to be reviewed with your supervisor. If possible, replace in-person meetings with conference calls or video conferencing.

PERSONAL TRAVEL

- To reduce the overall risk of the spread of infection, employees are strongly encouraged not to engage in personal travel to a location where there is sustained community transmission. A list of locations that have sustained community transmission will be posted [online](#). Before taking any personal trips please review the [CDC travel recommendations](#) thoroughly.
- If an employee has traveled to a country that the CDC has issued a Level 3 Travel Health Notice, which may be found [here](#) then the employee should not physically return to the workplace for at least 14 days per CDC guidance.
 - If the employee who traveled to a Level 3 country begins to experience symptoms of COVID-19—fever, cough, and shortness of breath—they should immediately contact a medical provider or Public Health; and must be cleared to return to work by their medical provider or Public Health.
 - The city will follow the [CDC’s Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus 2019](#).
 - We are examining our leave policies to help ensure they are appropriate for the current situation.

WHERE TO GO FOR MORE INFORMATION

Mecklenburg County Community Resources

- The Mecklenburg County Public Health has created a page with key information and updates: <https://www.mecknc.gov/news/Pages/Update-on-Novel-Coronavirus.aspx>
- Mecklenburg County Public Health has established a call line to answer general questions - 980-314-9400.

State Resources

- The North Carolina Division of Public Health has established a call line at 1-866-462-3821 to address general questions about coronavirus from the public.
- [North Carolina Department of Health and Human Services, 2019 Novel Coronavirus](#)

General Information

- [Centers for Disease Control and Prevention, 2019 Novel Coronavirus](#)

Tue 3/10/2020 6:03 PM

CO

City of Charlotte Information Security

The Security Scoop: COVID-19 Cyber Scams

To: Everyone (City & CMPD)



What: The Security Scoop: COVID-19 Cyber Scams

When: Monthly

Who: All City of Charlotte Employees

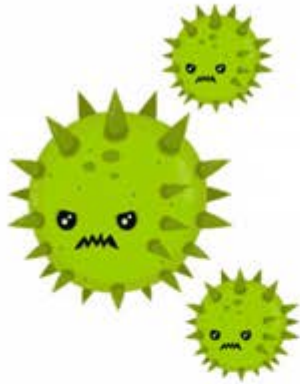
Additional Information: In order to be more security conscious, the I&T Information Security team would like to offer monthly advice about various security topics. Topics will be emailed as well as viewable on the [CSO Blog](#).

This Month's Topic: COVID-19 Cyber Scams

Why Discuss COVID-19 Cyber Scams?

Like many social engineering tactics used by hackers, this new wave of scams use the fear of infection to trick people to divulge sensitive information about themselves or convince them into submitting donations to fraudulent charities.

Coronavirus



+

Phishing



Remain vigilant and take the following precautions.

If you receive unsolicited emails with links or attachments related to COVID-19, asking for charity contributions or otherwise, you should consider ignoring those requests until you can verify the legitimacy of the sender. If the communications are from an unexpected or unfamiliar source, you should ignore that communication entirely. Sometimes legitimate companies and organizations are impersonated by attackers in order to trick users. Be cautious of strange requests from organizations you worked with in the past. In every case possible, you should choose to directly contact organizations through their public websites and publicly listed phone numbers, even if it's in response to an email.

Never reveal personal or financial information to anyone over email. Email communications are not entirely secure and no reputable company would make such a request over email.

Verify a charity's authenticity before making any donations. The Federal Trade Commission tracks charity scams and distributes that information for general awareness. You'll find a link to their website below.

If you're concerned that you may have already contributed to a charity scam, then monitor your bank statements for suspicious transactions. Don't hesitate to call your bank and follow up on transactions that look suspicious.

Finally, never let yourself feel pressured to donate to any charity. If you find yourself in such a situation, take a step back and cease communications with anyone trying to pressure you.



Keep up-to-date through trusted reputable sources.

CISA: <https://www.cisa.gov/coronavirus>

The DHS's CISA website provides a lot of advice and guidance on protecting yourself from cyber threats, especially those which are exploiting the spread of COVID-19.

FTC: <https://www.consumer.ftc.gov/articles/0074-giving-charity>

Be sure to do some research before you donate money to any charity's, the Federal Trade Commission offers good information on how to do that.

CDC: <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

The Centers for Disease Control and Prevention is the best source of authoritative information on COVID-19, stay up to date with the current status of this virus through trusted sources of information.



Need Assistance?

Please contact the Information Security Team with any questions or concerns.



By email: infosec@charlottenc.gov

From: Mann, Nan
Sent: Wednesday, March 11, 2020 7:50 AM
To: _Everyone (City & CMPD)
Subject: Wellness Wednesday



Wellness Wednesday

ARE YOU GOING TO MISS OUT ON SAVINGS?

Currently, **57%** of participants enrolled in the 2020 Wellness Incentive Program have not scheduled their wellness screen.

If you would like to complete your screening at a MyClinic location, you must schedule by 4/15/20 to guarantee an appointment or you will be responsible for completing your screening on your own which may include finding an alternative provider and subject to applicable charges.

- To schedule a screening appointment, log into <https://member.ourhealth.org> or call OurHealth's Member Relations Team at 866-451-3467.
- If you prefer to visit your own doctor, the Biometric Results Verification Form can be found [here](#).
- **Wellness screenings begin 1/1/20 and run through 5/1/20.** There is no lookback period.

CORONAVIRUS

Keep up to date on the latest information at <https://cnet/Pages/COVID19.aspx>
[Click here](#) for Mecklenburg Public Health

DON'T FORGET ABOUT TELADOC

Are you feeling under the weather and need to see a doctor, but want to avoid crowded waiting rooms? Teladoc, a BCBS service, provides you and your covered dependents access to convenient virtual care for non-emergency medical needs. Doctors are available 24/7 by phone, video, or app. Don't forget to [register](#) with Teladoc prior to needing an appointment.

NATIONAL SLEEP WEEK - March 8-14

At first glance we might think that working more and skimping on sleep will get us to where we want to be faster. Well...the research is in and it is 100% conclusive: When you don't sleep well, you get slower, less creative, and more stressed.

Changing your habits before bed can work wonders for your sleep! [Click here](#) for more information on simple ways you can improve your sleep.

A FEW WORDS OF WISDOM...

"Don't worry about failures, worry about the chances you miss when you don't even try."



Nan Mann, MHS, RD, LDN / Wellness Administrator

HUMAN RESOURCES DEPARTMENT

700 East 4th Street / Suite 200 / Charlotte, NC 28202

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