

February 21, 2023

eConnect Flash

Keeping Us Connected

Weekly Message

Yesterday our nation celebrated President's Day: a day to honor the service and dedication of each of our U.S. presidents. Their leadership at both a national and international level is what has made them extraordinary, but good leadership isn't easy; it takes work to cultivate and grow these skills. And, with a little hard work, we are all capable of becoming great leaders, whether within our workplaces, our communities, or our families and friend groups.

Leadership is defined as "the action of leading a group of people or an organization;" we'd like to take it one step further by saying it is the action of leading others towards a common goal. One of the most common traits of a strong leader is vision. Leaders know where they need to go and they rely on those around them to help get them there. Leaders don't have all the answers, but effective leaders know what questions to ask and what encouragement to provide.

When developing your own leadership skills, here are five qualities to focus on:

1. **Communicate effectively:** great communication often comes down to setting clear expectations and boundaries, being direct, and staying positive. These practices will help ensure your team knows what work needs to be done.
2. **Keep an open mind:** remaining receptive to new ideas and opinions leads to more innovation as it creates an approachable and supportive atmosphere.
3. **Build relationships on trust and respect:** relationships must have trust and respect to thrive; after all, employees who have leaders who trust and believe in them are more likely to take risks.
4. **Lead by example:** effective leaders are ones who don't just talk the talk, but they also walk the walk by holding themselves accountable to the same standards that they hold their employees to. If you wouldn't do the work yourself or wouldn't like to be treated a certain way, it's difficult to expect others to accept anything less.
5. **Never stop learning:** learning is growing and leaders who are willing to put in the extra time to research a subject or listen to the experiences of those around them are more likely to find creative solutions to problems they might not have even known existed. No matter where the teaching moments come from, effective leaders are open to being taught.

If you'd like to learn more about how to be an effective leader, be sure to check out Learning and Development's [Manager and Supervisor Resources page](#) on the [Learning Launchpad](#).

1095-C Tax Forms

The 1095-C forms for 2022 have been mailed out to County employees. Form 1095-C, used in your Federal income tax filing, provides information about the health coverage offered by the County and whether you were enrolled.

If you were employed in 2022 and have not received this form, please:

1. Check your personal address information in PeopleSoft to verify it is correct and update as needed.
2. Contact the Benefits department for a copy of your form by calling 385-468-0580 or emailing Benefits@slco.org. Please notify Benefits if you have made changes to your address.

Surplus Printing Supplies

Due to the closing of the Print Shop, we will be offering available surplus items to county agencies next Monday, February 27, from 1:00 to 4:00 p.m. Items include paper of all sizes, weights, and colors, envelopes, printing equipment, binding equipment, and supplies. The Print Shop is located in the Lower Level of the South Building of the Government Center. Use the Northeast stairs or elevators. If you have any questions, please contact Tyson Kyhl at x80334.

Professional Development

The application period is open for Salt Lake County's Professional Development Programs – The Supervisory Certificate Program, The Management Certificate Program, and the Supervisor Credit Program. These programs are designed to provide you skills to support supervisory and management roles at the county. To learn more about each program's requirements and to apply visit the [Learning Launch Pad](#). The application period closes on **March 10, 2023**.

Workplace Boundaries

Need help incorporating healthier boundaries at work? Come join us for Workplace Boundaries, where you will leave with an individualized plan on how to strengthen or implement a new boundary. This class is virtual via Webex on Thursday, February 23, 2023 from 9 a.m. to 11 a.m. [Register](#) today.

March into May

Captain registration is now open for Healthy Lifestyle's March into May! Captains must [register](#) by **tomorrow, February 22**, to ensure their teammates will be able to join their teams.

What is March into May?

March into May is a 6-week team challenge where teams of 4–12 walkers and solo walkers are invited to participate. The goal is to walk an average of 7,000 to 10,000 steps a day to meet the CDC's physical activity guidelines. This is a friendly and social competition with divisions based on similar activity levels. There are three divisions with one winning team from each.

Who Can Participate?

All Healthy Lifestyles participants and SLCo employees are eligible to participate. If you are unable to walk during the challenge, you are encouraged to convert your movement into steps.

How Does It Work?

Participants must record 75% of steps and complete the post-survey to receive 100 points. WellSteps will send weekly notifications to input steps during the 6-week program. WellSteps will display personal steps, team steps, and calculate the leaderboard to show your team's standing against your coworkers.

**Note: General registration for team members opens on February 27. The March into May challenge will run from March 27–May 7.*

IS
THE
LINK
SAFE?

Remember to hover over links to ensure they're safe.
Safe links should start with one of the following:

- slco.org
- slcounty.org
- slco.to
- s2.bl-1.com
- slcounty.sharepoint.com
- slco.sabacloud.com

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