

Update: Governor’s message on financial health and wellness in the New Year

As mentioned in Gov. Northam’s memo to state employees dated Jan. 6, employees participating in health insurance plans through the Commonwealth of Virginia can receive a reduction in their monthly premiums. The monthly premium will be reduced by \$17 for an employee, non-Medicare retiree group participant, or covered spouse through June 30, 2020 after completion of a health assessment. When both the participant and the spouse participate, there’s a total savings of \$34 per month. If you are not participating in premium rewards for the current plan year, visit your insurance provider’s website: COVA Care (www.anthem.com) or COVA HealthAware (www.covahealthaware.com). Please note My Active Health is no longer the vendor for premium rewards. Premium rewards generally take six to eight weeks to process.

 Commonwealth of Virginia
 Office of Governor Ralph Northam
 January 6, 2020

We’ve just entered not only a New Year but also a new decade. Change is never easy, either in the workplace or at home. As you consider your personal resolutions for the year 2020, think about putting your financial health and wellness at the top of the list.

I am excited to announce a new initiative designed to assist you in making important financial decisions and taking better care of yourself during the New Year and beyond.

The Department of Human Resource Management (DHRM) has partnered with the Virginia Credit Union to provide a financial wellness program for all state employees. The program would:

- Offer financial education and planning tips
- Help employees reduce stress and anxiety about financial issues
- Offer monthly seminars regionally across the Commonwealth and webinars on the COVA Learning Center to address budgeting, credit reports, debt, loans, mortgages and other financial information
- Enable employees to earn credits when completing webinars

Employees have other excellent resources for financial health and wellbeing, whether it is the ability to save on monthly state health plan premiums,

access financial counseling, or receive discounts on special events and services throughout the year.

- Premium Rewards: Employees and their spouses covered in COVA Care or COVA HealthAware state plans can save on monthly premiums by taking a health assessment. An employee or spouse can earn a premium reward of \$17 per month, and if both participate, the reward is doubled to \$34 per month. Visit the appropriate plan website to take the health assessment. The premium reward takes effect within six to eight weeks.
- Employee Assistance Program (EAP): Counseling is available under all state health plans for financial and career planning, retirement, elder and child care, grief, workplace issues and other challenges. See the full list of services at www.dhrm.virginia.gov/employeeprograms/employeeassistance.
- Employee Discounts: DHRM administers discounts for all state employees, including special offers for financial services, from banks to tax services and lending organizations. View a complete list of financial services at www.dhrm.virginia.gov/employeeediscounts.

I hope that you will take advantage of the many options the Commonwealth provides to assist employees with financial well being and education.

Windows 7 operating system reaches end of service life January 14, 2020

Jan. 14, the Windows 7 operating system will no longer receive security updates. All users should update their Windows devices to Windows 10.

This change has been in the works for several years, and was originally announced by Microsoft in October 2015. A free upgrade to Windows 10 for valid Windows 7 retail licenses on personal devices can be accessed by following the steps outlined in this article - www.zdnet.com/article/heres-how-you-can-still-get-a-free-windows-10-upgrade/.

For university-owned equipment, it is important to note that after Jan. 14, continued use of Windows 7 will be considered a violation of Policy 7010 (<https://policies.vt.edu/7010.pdf>), which specifies that IT resources and services must be securely maintained. The IT Security Office (ITSO) recommends that all Windows 7 machines be removed from their domains, as unpatched machines are significant security threats to other tenants of the domain and its users.

There may be cases where some older devices (printers, scanners, or other hardware) may not

be able to be upgraded. For these limited cases, the department must implement sufficient compensating controls to limit the security exposure to the university's network and systems and provide documentation detailing the rationale. ITSO has identified several steps to support the development of compensating controls, as well as a form to use for documenting these controls.

For assistance or questions regarding this process, contact IT support (4Help) at [4help.vt.edu](mailto:4help@vt.edu), or call 540-231-4357.

Accepting nominations for staff and AP faculty awards

Each year, Virginia Tech offers multiple award programs to recognize employees for their commitment to the university and community, their new ideas, and teamwork.

Nominations are being accepted for three of these awards – the President's Award for Excellence, the Staff Career Achievement Award, and the McComas Staff Leadership Award. All nominations for these awards are due Tuesday, Feb. 11 at 5 p.m. and must be submitted electronically.

President's Award for Excellence: This award was established in 1990 by President James McComas to recognize the outstanding contributions and consistently excellent performance of salaried classified and university staff employees, as well as certain administrative and professional faculty. The award is sponsored by the Office of the President and the Division of Human Resources.

- Any employee may nominate another eligible employee for this award based on the established nomination guidelines. Note, self-nominations are not accepted.
- Award winners will receive a letter of commendation from the president, a framed certificate and a \$2,000 pre-tax award.

McComas Staff Leadership Award: Sponsored by the Division of Human Resources and the Commission for Staff Policies and Affairs, this award recognizes non-student wage and classified staff employees who regularly demonstrate the behaviors of a strong leader in support of the goals of the university, college, senior management area, or department.

- All employees in classified or university staff and non-student hourly wage positions that work in any Virginia Tech location are eligible. Employees must have worked for the university for at least one year.
- Nominees do not need to be in a management or supervisory position.
- Award winners will receive a \$500 pre-tax award, a framed certificate, and will be recognized at the seminar.

Staff Career Achievement Award: This award recognizes the contributions of retiring staff members who retired the previous year and who distinguished themselves through exemplary performance and service during their career.

- Full-time university or classified staff who served a minimum of 10 years at Virginia Tech, retired the previous year, and had a history of outstanding performance are eligible to be nominated.

- Nomination form must be submitted by a dean/vice president.
- Award winners will receive a \$1,000 pre-tax award and be recognized at the annual dinner.

The Feb. 11 deadline will be here soon so be sure to get your nomination. More information: www.hr.vt.edu/our-workplace/awards-recognition/awards.html.

Hokie Wellness Health and Benefits Fair

As part of the university's commitment to maintaining healthy lifestyles, all employees are encouraged get their "Passport to Health" by starting the year off right and attending the 2020 Hokie Wellness Health & Benefits Fair on Jan. 15, from 7:30 a.m. to 2 p.m. at McComas Hall.

Activities include massages, spin classes, and more. More than 65 exhibitors will be on-site including Real Life Dental, Carilion Clinic, Community Health Center of NRV, Community Housing Partners, Fidelity Investments, Legal Resources, Lewis Gale Regional Health System, New River Valley Agency on Aging, River Ridge Dermatology, In Balance Yoga, local parks and recreation departments, and a variety of Virginia Tech departments.

The cardio areas, weight rooms and Spin City (except during classes) are open to employees from 7:30 a.m. to 2 p.m. Employees are encouraged to bring comfortable clothes to experience a variety of recreational activities.

Food will be available to purchase from food trucks in the Cassell Coliseum Lot from 11 a.m.-1:30 p.m.

University to cease printing and mailing of earnings and deductions statements

As part of the university's ongoing efforts to streamline administrative operations, it is discontinuing the printing and mailing of paper earnings and deductions statements. The Dec. 31 pay date is the final one for which paper statements will be distributed to employees who currently receive them.

Beginning with the Dec. 25-Jan. 9 pay period (Jan. 16 pay date), all employees will access their earnings and deductions statements electronically, through desktop or mobile devices. To access the most recent statement, employees can:

1. Log into OneCampus at onecampus.vt.edu.
2. Search, select "Paystub" in the OneCampus search bar.
3. Click the "Start" option in top right corner of the page.

Employees receive an email notification each pay period once the statement is available. Employees can opt in or out of receiving that email notification through the "Electronic Pay Stub Preference" option available through OneCampus.

Employees who lack internet access or need assistance accessing their statements are encouraged to reach out to their department's HR representative or the Bursar's Office. More information, contact bursar@vt.edu or 540-231-6277.