



Internal Communication

Email Newsletter



Lean in to Practicing Gratitude

Research shows that practicing gratitude makes us happier, improves our self-esteem, helps us overcome trauma, and improves our sleep.

During these crazy times, who *couldn't* benefit from a little gratitude?! So we want to invite you to lean into this practice for a few weeks.

If you're able, get a fairly large pumpkin and a fine-tipped, permanent marker. Starting at the top of the pumpkin and writing in a continuous circle, write down something you're thankful for each day in November. Then, submit a photo of your pumpkin by **Monday, Nov. 23** to earn a whopping 175 points in Go365!

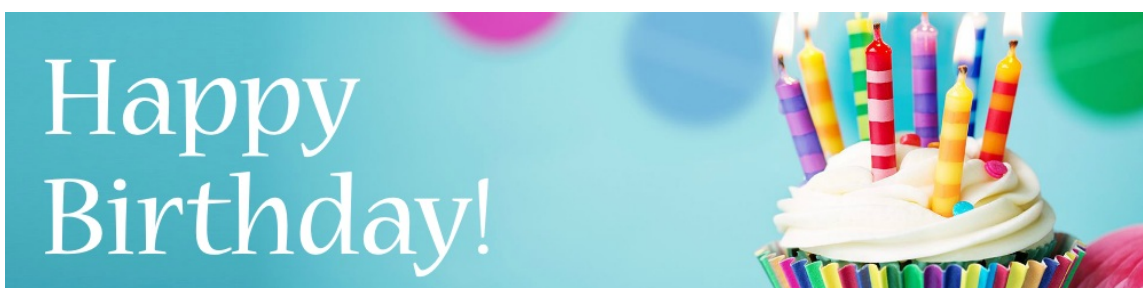
Not feeling crafty? Take a moment **right now** to share just one thing you're thankful for.

We'll share everyone's photos and responses in a special staff email and on social media right before Thanksgiving. We can't wait to see what you come up with!



Here's what your pumpkin will look like at the end of November. This activity is family-friendly and a great way to bond with your loved ones, too!

[SHARE YOUR PHOTO OR COMMENT](#)



[Click here if you have a birthday in November!](#)

Beverly Malone, HANDS (Nov. 3)

Claire Cornett, Child Advocacy Centers (Nov. 6)

Pam Darnall, President/CEO (Nov. 15)

Carrie Blackeye Hall, Child & Family Services (Nov. 17)



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Margaret Baker, Child & Family Services
(Nov. 10)

Azariah Frazier, Greater Louisville Head
Start (Nov. 28)

Hillary Bullock, External Affairs (Nov.
11)

Leah Walker, External Affairs (Nov. 30)



Congratulations to **Megan Miller** (the pink Power Ranger) for winning gold in our Halloween costume contest! Great idea to involve the whole family!



Our silver winner is **Theresa Thompson**, whose coworkers nicknamed her "TNT" because she's dynamite at getting things done!



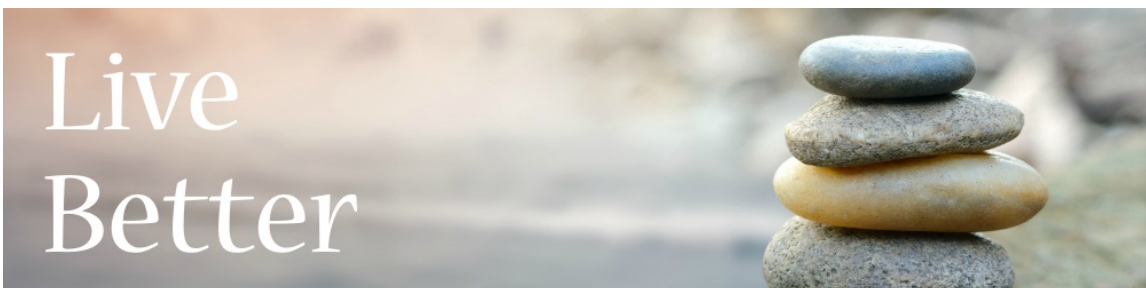
Where's Waldo? Hidden in this photo as **Felicia Wheeler**! Congratulations on winning bronze with such a creative Halloween costume, Felicia!



Quote of the Month

"Self-care requires a bubble of protection of other people who value your well-being at least as highly as you do. So the cure for burnout must ultimately be all of us caring for each other. Right now, more than any other, we don't do 'lean in' and we don't do 'lean down.' We do 'lean on' and 'lean with.' Pick each other up."

Emily Nagoski, Ph.D.



Nov. 2-8 | Try the YMCA for Free Next Week

You and members of your household may visit any YMCA of Greater Louisville facility next week - *for free*! They have 10 convenient locations that offer everything from pools and high-quality equipment to group fitness classes and free, on-site

Nov. 3 | Make Your Voice Heard by Voting

Election Day is almost here! It's too late to vote by absentee ballot, however you can still vote leading up to *and* on Election Day. Click [here if you're in Kentucky](#) or [here if you're in Indiana](#) to find a voting location and other helpful information. Please make



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childcare while you work out. [Click here to take advantage of this amazing offer!](#)

your voice heard during this critically important election!

Nov. 11 | Halfway Through the Go365 National Step Challenge

Nov. 19 | Quit Smoking on the Great American Smokeout

Kudos to everyone who joined the Go365 National Step Challenge! If you joined through Go365, keep getting those steps in by Wednesday, Nov. 11. If you're not enrolled in the plan, remember to submit your step count by Friday, Nov. 13 [using this form](#). Gift cards will be awarded to the top three winners!

Quitting smoking isn't easy. It takes time. And a plan. You don't have to stop smoking in one day. *Just start with day one.* Let the Great American Smokeout on Thursday, Nov. 19 be the day you start your journey toward a smoke-free life. [Click here to access the resources and support you need to quit.](#) We're cheering you on!



November is [Native American Heritage Month](#)! Take a few minutes to watch the video below about the origins of this important month. Then, spend some time [learning about the Shawnee people](#) who are indigenous to much of Kentucky, Indiana, and Ohio.





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Policy Announcement

Friday, May 8, 2020 at 09:20:23 Eastern Daylight Time

Subject: Urgent: "Healthy at Work" Begins Monday
Date: Friday, May 8, 2020 at 9:12:38 AM Eastern Daylight Time
From: Pam Darnall
To: Hillary Bullock



Family&Children's Place

Dear Hillary,

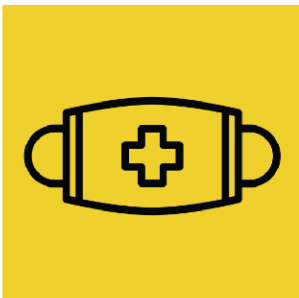
As you may know, the Commonwealth of Kentucky is implementing Healthy at Work: a phased approach to re-opening amidst COVID-19. FCP and other life-sustaining businesses that have remained open, must meet a number of requirements as Phase 1 takes effect this coming Monday, May 11.

I am sharing these requirements with you today so you may prepare for them to take effect on Monday. Please read this email carefully as it is critical to ensuring everyone's health and safety.



Temperature Checks

Beginning Monday, all staff must take their temperature prior to coming into the office. Record your temperature using [this form](#) and submit it to Director of HR [Mary Forsee](#) (x238) monthly until further notice. This form will be kept confidential in your HR file. If your temperature exceeds 100.4° F on any given day, please notify your supervisor and Mary Forsee immediately. You will be required to follow existing illness protocols, including not coming into the office for 14 days.



Face Masks

Beginning Monday, all staff must wear face masks while working on FCP property, including in restrooms, meeting rooms, lobbies, to and from your vehicle, etc. The only time you may remove your mask is if you are alone in a private office with the door closed. Due to limited supplies, your supervisor will give you only one mask. It is your responsibility to keep track of it. [Please follow these instructions on how to properly wear, remove, and sanitize your mask.](#)



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Policy Announcement



Hand Sanitizer

FCP recently received a donation of 55 gal. of hand sanitizer. While we're grateful for this donation, please remember that using hand sanitizer is not a replacement for washing your hands for at least 20 seconds multiple times a day. The hand sanitizer is currently in one large drum and we're working on a plan to distribute smaller quantities to every office. In the interim, we are actively seeking donations of squeezable water bottles ([like this](#)) that can function as pump bottles.



Gloves

Staff are strongly encouraged to wear gloves if your job duties require touching items that are often touched by others. Boxes of vinyl gloves are already available at every office thanks to preexisting requirements from the Council on Accreditation. Please contact Director of Administration [Janet Tinsley](#) (x265) if your office is in need of more gloves. [Please follow these instructions on how to properly remove your gloves.](#)

Thank you to Janet Tinsley for working so hard to secure in-kind donations of this personal protective equipment (PPE). Please feel free to [share our wish list](#) if you would like to raise awareness about these critical needs.

We will schedule another virtual staff meeting soon to discuss our plans to resume in-person client services. Stay tuned!

Thank you,

Pam Darnall
President/CEO



Family & Children's Place | 525 Zane Street, Louisville, KY 40203

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