

NYCHA's Capital Team Lights the Way to Safety



From left are TDX Project Manager Jimmy Hammonds, Managing Electrical Engineer Rudy David, Director for City Capital Projects Kate Seely-Kirk, resident employee Tonia Lloyd, TDX Project Engineer Ca-trina Bowen, Vice President for Construction Programs Farhan Syed and Superintendent and Inspector Jeff Catala.

It's been a busy year for Capital Projects' City Capital group, which oversees projects funded by the City Council, the Mayor's Office and the Manhattan District Attorney. As part of the Mayor's Action Plan for Neighborhood Safety (MAP), state-of-the-art, energy-efficient LED lighting is being installed at 15 developments, replacing and augmenting outdated lighting, some more than 50 years old.

"The state-of-the-art lighting changes the dynamics of the neighborhoods dramatically," said Vice President for Public Safety ("Chief") Gerald Nelson. "The LED light bulbs are as bright as daylight. It makes a big difference and people really do feel safer."

A lot is riding on NYCHA's timely completion of the installations. "This complex portfolio is high priority and high visibility work, with the Mayor and Chair Olatoye closely involved," said recently appointed Executive Vice President for Capital Projects Deborah Goddard. "With special funding provided by the Mayor's Office and other sources, we want to prove the value of the investment and show that the Capital Projects Division can complete its work expeditiously and efficiently."

Vice President for Construction Programs Farhan Syed confirmed that work is proceeding at a rapid pace. "Our City Capital group is concurrently managing the entire

MAP lighting portfolio. Ten of these sites will be completed by the end of the year," he said. "The City Capital group has already completed installations at four developments and they expect to complete installations at six additional sites this year."

Completed developments include Polo Grounds Towers in Harlem, Bushwick Houses in Brooklyn, Boulevard Houses in Brooklyn, and Stapleton Houses in Staten Island. Upcoming work will be completed at Butler Houses in the Bronx, Saint Nicholas Houses in Manhattan, Castle Hill Houses in the Bronx, Ingersoll Houses in Brooklyn, and two sites at Van Dyke Houses in Brooklyn.

"Our team listens carefully

to the property manager and residents at each development, whose input is critical for our lighting improvements," Mr. Syed said.

Help Communities Thrive

MAP is a comprehensive strategy to reduce violence and increase neighborhood safety at developments that accounted for 20 percent of violent crime in public housing in 2014.

The exterior lighting is part of the initial phase of MAP, which includes enhanced coordination between the NYPD, NYCHA, City service agencies and residents to address physical, economic, and social conditions to create safe and strong neighborhoods.

(cont. p. 4)

Sign Up for IDNYC!



Employees will be able to apply for the City's government-issued identification card—IDNYC—at NYCHA's

250 Broadway and 90 Church Street offices in Manhattan during the week of October 3 - 7 from 9 a.m. - 5 p.m. IDNYC provides free access to some of the City's leading cultural institutions, discounts to various financial and public health institutions, and many other privileges.

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How did Supv. of Grounds Muhammad Watley keep his promise?

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NYCHA Notes

Congratulations on the following recent appointments:



Deborah Goddard, former Managing Director for Policy and Program Development at MassHousing, was appointed Executive Vice President for Capital Projects in August 2016. She is responsible for leading and directing the activities of NYCHA's Capital Projects Division, which manages and administers NYCHA's multi-billion dollar, multi-year capital program committed to preserving

and modernizing NYCHA's public housing portfolio. The division consists of five functional units in the areas of Energy and Sustainability, Quality Assurance, Construction, Capital Planning and Design, and Disaster Recovery.

Ms. Goddard brings 36 years of experience in community development, real estate development and law. Prior to leading key policy development at MassHousing, Ms. Goddard served as General Counsel at the Massachusetts Department of Housing and Community Development, where she oversaw the agency's legal portfolio and served as a senior policy advisor. Earlier experience includes serving as Director of Community Development Planning for Urban Edge, a Boston-based community development corporation; Director of Real Estate Development at the Boston Housing Authority; and work for the City of Boston's community development agency, initially as counsel and later as the director of housing and commercial development programs.

NYCHA Celebrates Family Days

During the summer of 2016, 150 "family days" were held at developments across the City. NYCHA partners with resident associations to plan and coordinate the days of summer fun. Most events have barbecues on the grounds along with games, rides and face painting for the children, in addition to planned

presentations that may include singing, speeches and awards. These occasions also create opportunities for residents to learn about an array of services and products available from vendors.

Property managers and property maintenance supervisors attend the events, and caretakers assist with set-up



Joy Sinderbrand, former Associate Vice President of Washington Square Partners, was appointed Vice President for Disaster Recovery and Resilience (formerly known as the Office of Disaster Recovery) in July 2016. In this role, Ms. Sinderbrand will set forth a new vision that shifts the Authority's focus from recovery to resiliency, reflecting the change in her department's title as well as

the intrinsic nature of the capital projects work NYCHA will complete as part of our NextGeneration goals. She will also provide leadership to in-house staff and outside consultants responsible for executing NYCHA's \$3 billion FEMA grant construction projects.

Ms. Sinderbrand brings a wealth of complex capital projects management experience to her position. As Associate Vice President of Washington Square Partners, she worked with developers, non-profits, universities, unions, and government agencies to advance development projects and public-private partnerships in New York City. At the Port Authority of New York and New Jersey, she spearheaded projects to expand capacity at New York's Penn Station, including Access to the Region's Core and Moynihan Station. Ms. Sinderbrand's prior work included project management at the NYC Department of Transportation, budget analysis for the New York City Office of Management and Budget, and projects related to transportation and post-conflict service provision for United Nations agencies in Thailand and South Sudan.



Senior Advisor Sheila Kaufman, Senior Director Ukah Busgith, Regional Asset Manager Theresa Bethea, and Manhattan Community Operations Deputy Director Leroy Williams at Throggs Neck Houses' Family Day on August 20.

and cleaning. Many other staff participate in the events on their personal time. In addition, senior staff attend at

least two events each year.

Thank you to staff who continue to support this NYCHA tradition!



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Supervisor of Grounds Fulfills Longtime Promise



Supervisor of Grounds Muhammad Watley (center) with SYEP participants Shakur Latham (left) and Timothy Holmes (right).

The City's seven-week Summer Youth Employment Program (SYEP), which provided job experience and earnings for almost 900 New York City youth at developments and offices, ended in August. But the encouragement that Grant Houses Supervisor of Grounds Muhammad Watley and his staff gave their young helpers could affect their lives forever. That's Mr. Watley's conviction based on his own experience when he was a SYEP employee 11 years ago.

"The SYEP is the reason why I work at NYCHA now,"

said Mr. Watley, who grew up in Harlem's Drew-Hamilton Houses before he moved to Lincoln Houses at the age

of 10. Back in the 1990s, Drew-Hamilton Houses gave school supplies for the new school year to all the kids who attended summer camp.

"That made me and my mom so proud, and I never forgot. I vowed to try to do the same thing," he recalled.

On the last day of work for his two SYEP employees who worked on the Grant Houses grounds, Mr. Watley kept his word by presenting Shakur Latham and Timothy Holmes with an array of school supplies to fuel their enthusiasm for the new school year.

Each SYEP participant is evaluated at the end of the program, and Mr. Watley still

“

My mom raised me to be a stand-up person. 'Do what you love and love what you do,' she said. 'If you put in hard work, people will show you gratitude.'

”

SOG Muhammad Watley

recalls earning an award for being in the top two percent. When his program ended two weeks before the start of school, he went back to the

management office and asked if he could continue working, even without pay. Policies would not permit that, but Mr. Watley was urged to return next year, after he graduated from high school. When he did, he was hired as a seasonal employee.

"Just 10 years later, and now I'm supervisor of grounds," Mr. Watley exclaimed. "My mom raised me to be a stand-up person. 'Do what you love and love what you do,' she said. 'If you put in hard work, people will show you gratitude.'"

"Every chance we got, I and my staff tried to encourage the three SYEP young people at our development to make the right decisions," said Mr. Watley. That may not seem to be a standard part of the job description for property management, but for Mr. Watley, helping people is what the job is all about.

CAA Celebrates Mid-Autumn Festival



Chair Shola Olatoye with CAA President Linda Zhang (left) and CAA Chair Nancy Lam (right), Director of Employee Engagement and Special Assistant to the Chair Yvette Andino (third from left), NYCHA executive staff members, and CAA executive board members and friends.

Chair and CEO Shola Olatoye wished the Chinese-American Association's (CAA) members and friends *Chung Chau Ji Fei Lok!* or "Happy Mid-Autumn Festival," at its celebration of the harvest holiday on September 12. One of the

most important dates on the Chinese lunar calendar, the festival is sometimes compared to Thanksgiving, with families traveling far to reunite around a bountiful table.

CAA Chair Nancy Lam, who has presided over many

CAA celebrations, fondly recalled staying up late as a child for family reunions in Hong Kong, eating traditional festival foods, including moon cakes, and going outside to a high vantage point to admire the full, yellow moon.

NYCHA's festival included some authentic aspects of its own, with traditional songs performed by Betsy Mak-Wong and Anna Lee, and a legend presented by Susan Leong Loo.

In thanking all CAA members for their contribution to NYCHA "during a time of great change," Chair Olatoye acknowledged Director of the

Applications & Tenancy Administration Department Tina Lam, who retires this month, for her "service and commitment to public housing."

Chair Olatoye also recognized executive board members from other employee organizations in attendance, and noted that the Muslim holiday of Eid al-Adha was also being observed.

CAA President Linda Zhang thanked everyone who assisted in hosting the day's celebration, while acknowledging the solemn 15-year anniversary of 9/11 the day before.

NYCHA's Own LaToya Jordan Is Among the Best



LaToya Jordan

NYCHA writer LaToya Jordan, in the Department of Communications, recently learned that her work was listed among the 100 best essays of the year in the highly regarded anthology "Best American Essays for 2016."

Many readers of the *NYCHA*

Journal have enjoyed Ms. Jordan's writing without knowing it, since there are no bylines. But when her name appeared on the prestigious listing of highly recommended works, it was there for all to see.

"I knew someone had submitted the essay for consideration, but I didn't know anything else until I saw a posting on Facebook," Ms. Jordan said. When she did, a small yelp was heard in the Department of Communications' area.

The essay, titled "After Striking a Fixed Object," recounts the physical and emotional trauma from a car

accident that left a small scar on Ms. Jordan's face at the age of 19.

"I knew that I wanted to write about the event at some point," Ms. Jordan said, "and after I read an essay by a friend that also dealt with a deeply personal matter, I decided the time was right."

Being an involved mother of a 4-year-old daughter and coming home after demanding days at work hasn't prevented Ms. Jordan from pursuing her other goals as a writer.

"I'm a member of a writers' group in Brooklyn that meets to support and critique each

other's work, and that helps to keep me motivated," Ms. Jordan said. "Completing this essay allowed me to deal with a personal event in my life in a way that I hope other people can relate to and learn from. It feels really good to have the work recognized along with some of the best writers in the country."

Ms. Jordan, who is also the author of a book of poetry, "Thick-Skinned Sugar," is at work on a novel tentatively titled "What the Body Remembers." To see her essay, go to: <http://themanifeststation.net/2015/07/22/after-striking-a-fixed-object/>.

NYCHA's Capital Group Lights the Way (cont.)

In addition to LED lighting, other security enhancements that the City Capital group will complete include layered access control doors

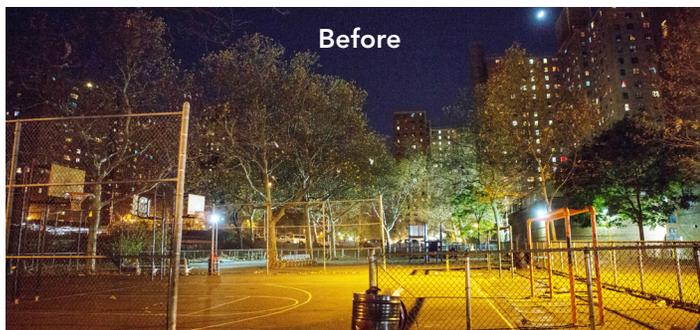
cadre of City resources provided by different units from the Mayor's Office of Domestic Violence.

"Our construction management firms have

work. "The firms put a lot of time and effort into training the residents with the goal of keeping them employed, and some have been hired as permanent members," said

ings down 14.7 percent.

"We're having good results in overall reduction of crime at the MAP developments, so far," said Chief Nelson.



Butler Houses basketball court with outdated lighting system.



Butler Houses basketball court with new LED lighting.

and CCTV safety cameras.

"If you have darks spots in development grounds, the safety cameras won't do much good," said Ms. Goddard, noting the sequential nature of the work.

Other aspects of MAP help the community thrive by focusing on employment opportunities and bringing a

employed residents through Section 3 and our resident employment program, and we've had very positive experiences," said Administrative Project Manager Paul Lombardi, who directly oversees the construction management firms completing the work. Residents have also been employed by contractors that NYCHA hires for construction

Mr. Lombardi.

"Paul gets most of the credit for keeping these projects running smoothly, on time and on budget," Mr. Syed noted.

For the second year in a row, crime is down at NYCHA's MAP developments in Fiscal Year 2016 compared to Fiscal Year 2014, with violent crime down 2.24 percent and shoot-

In a partial return to a past practice, each MAP development now has police officers assigned solely to that location. "They are there to help solve problems and engage the community, not just to police them," said Chief Nelson. Having begun his public safety career as a housing patrolman in the then-NYCHA Housing Police Bureau in

Property Management Staff Attend “Sustainability Boot Camp”



Almost 200 property management staff received energy-efficiency training at Sustainability Boot Camp this summer. Above is course instructor Paul Reale, from the Real Estate Board of New York.

This summer, almost 200 property managers, property management supervisors and assistant supervisors from more than 100 developments attended a two-day energy-efficiency training course organized by the Mayor’s Office of Sustainability, the Real

ability into the day-to-day management of all NYCHA properties is a key goal of NYCHA’s Sustainability Agenda, which aims to create healthy, comfortable homes for our residents that will withstand the challenge of climate change.

“

NYCHA seeks to be sustainable at every level. This includes investing in our staff, the leaders of NextGen NYCHA. This energy efficiency-focused program will give our staff the tools they need to move us towards a more sustainable future.

”

Chair Shola Olatoye

Estate Board of New York (REBNY), Building Owners and Managers Association of New York (BOMA), and Urban Green Council.

Known as “Sustainability Boot Camp,” the training helps building operators understand the steps to take to make buildings more energy efficient. In New York City, building emissions are responsible for approximately 71 percent of all carbon emissions, which contribute to climate change.

Incorporating sustain-

“NYCHA seeks to be sustainable at every level. This includes investing in our staff, the leaders of NextGen NYCHA,” said Chair and CEO Shola Olatoye. “This energy efficiency-focused program will give our staff the tools they need to help us move towards a more sustainable future.”

As one of the City’s largest landlords, increasing NYCHA’s energy efficiency can make a significant impact not only on NYCHA communities but on the City’s overall environment. “Our building staff

is on the front lines when it comes to sustainability,” said Vice President for Energy and sustainability Bomee Jung. “This program is a great resource for our staff as we work to meet our Sustainability Agenda commitment to train property managers in practices that promote healthy homes and improve energy management.”

Greener, Cleaner, More Efficient Property Management

“Making things work better and more efficiently here is a group effort,” said Renee Wright, property manager at Surfside Gardens in Brooklyn’s Coney Island. “The course provided a lot of information you could use at work and

you think about how to use equipment and materials to protect the environment and not be wasteful, like not idling trucks while loading, turning off lights that aren’t being used, and following instructions carefully on cleaning and other materials. I shared a lot of what I learned with our maintenance staff.”

“The extension of the Sustainability Boot Camp to NYCHA professionals is a laudable progression of the program and provided NYCHA staff with the skill-set they need to bring greening and conservation efforts to developments,” said City Council Member Ritchie Torres, Chair of the Committee on Public Housing.



Surfside Gardens Property Manager Renee Wright and Property Maintenance Supervisor Tuesdai Gaskin, who both attended the Sustainability Boot Camp training, by gardens seniors cultivated at the development.

at home. We learned about recycling, low-flow shower heads to save water, and energy-efficient lighting. We were also given resources and websites to get even more information.”

Tuesdai Gaskin, property maintenance supervisor at Surfside Gardens, agreed. “We learned a lot about ways to save energy and reduce our carbon footprint,” she said. “The training makes

Many of the largest commercial and residential owners and managers in New York City have taken the Sustainability Boot Camp course, conducted by trained instructors and industry experts.

Following the training, employees can earn the Urban Green Council’s GPRO Operations and Maintenance Essentials certificate by passing the accreditation exam.

“I Am NextGen” Honorees Embody NYCHA’s Commitment to Service

NYCHA continues to bring outstanding employees, residents and other stakeholders to the attention of the public through its popular “I Am NextGen” campaign. Our latest honorees are caretaker Ivan Maestre, whose heroic response to a fire at Cla-

remont Rehab saved a two-week-old baby (see [here](#)), and Frank Romano, Chief of Operations in the Energy and Sustainability Department, who received the Outstanding Partnership Award from Green City Force.

Ivan Maestre has been a caretaker at Claremont Rehab for his entire seven years at NYCHA. Raised in Saint Mary’s Park Houses in the Bronx, he comes from a true-blue NYCHA family. His mother was resident association president at Saint Mary’s Park, his two brothers and sister are caretakers (one a supervisor of caretakers), and an uncle is a maintenance worker. When Ivan was asked where he put his commendation for saving residents from the fire at Claremont Rehab, he said it was on his living room wall, with five other commendations for contributions to NYCHA and the community. Ivan lives in the Bronx with his wife and Siberian husky. In his spare time, he is a martial arts instructor for neighborhood youth.

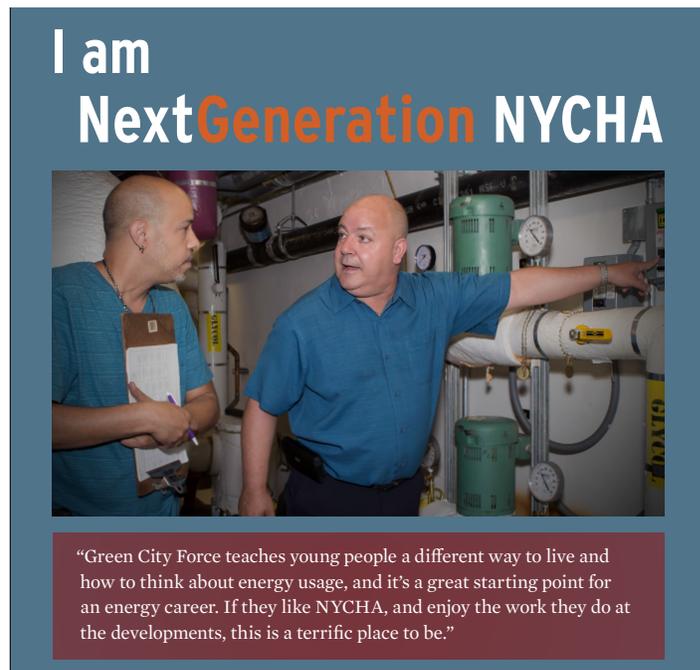
Frank Romano manages the coordination of energy-efficiency retrofit projects to achieve the goals of the NextGeneration NYCHA Sustainability Agenda; ensures timely progress of energy audits; coordinates installation of energy conservation measures and much more, in the Office of Energy and Sustainability.



I am NextGeneration NYCHA

NYCHA HERO

On August 2, 2016, NYCHA Caretaker Ivan Maestre rescued a two-week old infant, four adults and the family pet from a third floor apartment fire at Claremont Rehab.



I am NextGeneration NYCHA



“Green City Force teaches young people a different way to live and how to think about energy usage, and it’s a great starting point for an energy career. If they like NYCHA, and enjoy the work they do at the developments, this is a terrific place to be.”

What motivates you to get to work on a lazy morning?

I know that the residents look forward to seeing me. As soon as they hear the keys jingling in the lock, they are there to say good morning, or ask me where I was after a day off.

How has the experience of saving residents from a fire at Claremont Rehab affected you?

I am even more aware of what goes on around me and I have more caution when working on the grounds. I also make sure that I know every corner of the buildings.

How has the experience affected you on a personal level?

The experience taught me to have confidence in taking a leap of faith and following your heart when the moment is right.

What kind of work did you do with Green City Force (GCF)?

GCF teaches young people about energy conservation and how to use energy more efficiently. I coordinated all operations in the field for GCF by setting up memorandums of understanding with developments they worked with, arranged resident meetings, and made sure that the resident associations were involved.

What is your impression of NYCHA’s GCF members?

They seem like very smart young people. I like to see them have a chance to show what they’re capable of doing. I hope they continue, go to college, and get an even better understanding of conservation measures.

What has your history been at NYCHA?

I started working at NYCHA in 1978 as a caretaker at Strauss Houses. In 1985, I took a leave and became a skilled trades glazier, but I came back to NYCHA in 1990. After being a caretaker, I moved up the ladder, as a heating plant technician, maintenance worker, assistant superintendent, and superintendent. Now I’m Chief of Staff in the Energy and Sustainability unit of Capital Projects, and I enjoy what I do.

Employee Voices: IT Service Desk Offers Do-It-Yourself Options

by Debbie Pitts, Special Assistant to the Vice President, Office of the Chief Information Officer

NYCHANow continues its “employee voices” series featuring articles by employees about initiatives and events that they know best. This issue includes an article about Information Technology’s new self-service feature, the NYCHA Service Desk. To submit an article about a project in your department, please contact NYCHANow as indicated on p. 2.



Debbie Pitts, project manager for the NYCHA Service Desk initiative

Want more independence at work? The next time your computer breaks down or your printer misbehaves, create your own NYCHA Service Desk ticket! No hanging on the line or spending time composing emails. With the self-service feature of the new Service Desk, you are empowered with the option to create your own ticket to report any problem that you’re having! With no waiting, self-service is continuously open to you!

An important feature of

the Service Desk is the knowledge base. The knowledge base contains step-by-step instructions on how to address most common issues such as passwords, PC not powering up, and printing, as well as links to application user guides. This empowers users to resolve issues on their own without having to create a ticket or waiting for someone to get back to them.

Consistent with NextGen NYCHA’s goal to transform to a digital organization, the Information Technology (IT) Department created the NYCHA Service Desk application, which was launched in May 2016. Since the launch of this application, the number of open tickets has been significantly reduced.

Replacing the old Remedy Help Desk system, the self-service desk improves customer service with a new responsive design format that is easy to use. The new system also provides improved

reporting, with visibility and transparency into the details of IT Help Desk requests.

In August 2016, a pilot for self-service was launched, initially for all IT staff; shortly after, it was expanded to staff in the Finance, Law, and Capital Projects Departments. On September 8, the application was introduced to all NYCHA employees who utilize IT applications or services.

“I am extremely pleased that we were able to bring self-service to the NYCHA Service Desk,” said Chief Information Officer Robert Marano. “Self-service is an empowering and transparent way to do business. It was a simple idea and not hard to implement. But it makes a big difference for our users and helps us operate more efficiently.”

In addition to creating Service Desk tickets and enabling access to the knowledge base, employees have an opportunity to provide feedback, including suggestions for improving the self-service experience. They can also utilize the [Quick User Guide](#), which provides easy-to-follow instructions.

The Service Desk’s self-ser-

vice feature can be accessed by clicking on the [Service Desk link](#) at the top right of the NYCHA Connect homepage.

“The self-service feature of the NYCHA Service Desk is a great idea and the application is very user friendly,” said Charles Berrouet, administrator of data support in the Capital Projects Department. “I like that the user can see the status and age of the ticket at any time and the requester can attach documents or screenshots to add clarity.”

So the next time you need assistance with your IT-related issues, try creating your own ticket and enjoy the satisfaction that you did it yourself! And be sure to let us know about your experience.

Key Features

- Create and edit your own self-service ticket(s)
- Monitor progress of your ticket(s)
- Complete the user satisfaction surveys
- View closed tickets
- Provide feedback
- View FAQs and knowledge base



NYCHA Service Desk

The NYCHA Service Desk System allow users to enter and track service request tickets for a number of back-end services.

Welcome to the NYCHA Service Desk System

My Service Desk Tickets

See list of your open tickets or create a new ticket.



Take a Survey

Complete a survey of your closed tickets. This feedback will help us create a better Service Desk.



Knowledge Base

Knowledge Base of common issues and solutions.



Password Reset

Password Manager allows users to reset their login password via the link available “Forgot my Password” at the desktop login page.



IT Service Catalog

NYCHA’s IT Service Catalog describes the IT services we provide to our internal and external customers.



Frequently Asked Questions

FAQs (Frequently Asked Questions) about the NYCHA Service Desk application and services.



News to Use

Protecting Your Health with Free Flu Vaccinations



Influenza, more commonly referred to as the flu, is a respiratory infection that impacts thousands every year. Up to 49,000 people die from influenza each year and many people, even healthy people, can become very ill. A flu shot is the best way to protect yourself, your family, and your loved ones against this contagious virus. The City of New York wants to ensure that each and every municipal employee and their dependents have access to a free flu vaccination in an effort to enhance and maintain their health and wellbeing.

WorkWell NYC, in partnership with the municipal unions, is holding its third annual citywide flu vaccination campaign this fall. This campaign will run through November 23 and offers free flu vaccinations to all municipal employees, retirees, and their dependents.

Workplace clinics are scheduled at worksites across the City to make vaccination quick, easy, and convenient. Participating agencies are scheduling workplace clinics at the dates, times, and locations that best meet the needs of their employees.

While not all agencies are taking part in the workplace program, municipal employees have the ability to travel to the closest workplace clinic to participate. See a list of workplace clinics at: <https://www.apschedule.com/nycflu> (username: nyc, password: flushot), or call 1-866-481-4391 Monday - Friday from 8 a.m. - 6 p.m. All employees, regardless of insurance provider, can get a flu shot at the workplace for no charge.

Employees may also get free flu shots at participating pharmacies in their area and at their in-network physician. The co-payment will be waived when the sole purpose of the visit is to get a flu vaccine. To find a physician covered by your insurance, visit zocdoc.com/nyc.

Customer Service Week



Customer Service Week has been postponed to the week of October 24 in recognition of the Jewish holidays in early October. But that doesn't

mean you should stop thinking about Customer Service Week now!

We are continuing to take nominations for the [NYCHA Service Champions Award](#). We've already received nominations for exceptional employees and look forward to learning more about the great work your colleagues have accomplished over the past year. For more information, contact cweek@nycha.nyc.gov.

MAYOR'S Graduate Scholarship Program

The Department of Citywide Administrative Services (DCAS) is accepting applications for the 2017-18 Mayor's Graduate Scholarship Program (MGSP). This is a competitive program with a limited number of scholarships available.

City employees must apply through their Agency Personnel Office by Friday, **November 18, 2016**. All application materials are available at nyc.gov/mgsp.

To compete for a scholarship, you must:

- Be a full-time City employee
- Have a bachelor's degree by the start of the fall 2017 semester
- Remain a full-time City government employee throughout your course of study
- Meet the minimum scholarship requirements as explained at nyc.gov/mgsp

Full or partial scholarships will be offered for classes that begin in the fall of 2017.

For information about participating schools and eligible degree programs, visit the MGSP web site at nyc.gov/mgsp. For general information or assistance, email MGSP@dcas.nyc.gov or call (212) 386-0059.

Free Financial Planning

The NYC Office of Labor Relations offers a variety of financial planning seminars which are presented by Certified Financial Planners. Seminars are available for the below topics. For more information on these seminars or to attend a seminar, you must register at <http://www1.nyc.gov/site/olr/financialplanning/financial-planning-seminars.page>.

Topics include:

Basics of Diversified Investing
Deferred Compensation Plan Basics
Eldercare
Health Benefits for Active NYC Employees
Recently Retired – What Do I Do Now?
Money & Credit
Tax Planning
Social Security & Medicare
NYC Employee (NYCE) Individual Retirement Account

College Planning
Distribution Planning
Estate Planning
Insurance Planning
Retirement Planning

With supervisory approvals, seminar attendance is permitted during normal working hours. However the time used is chargeable against available annual leave.

For questions, contact ASK HR at (212)306-8000.