

**From:** [Human Resources](#)  
**To:** [All Staff](#)  
**Subject:** COVID-19 Update  
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Hello Everyone,

It is hard to believe it is already August. We are so appreciative of everyone's dedication to continuing to provide outstanding service to the Community during this difficult time. Work is important but employees need to continue to take care of themselves. Don't let not being able to plan a trip prevent you from taking vacation time. Everyone needs time away. We have provided some ideas below for staycations.

Additionally we know many employees are still learning about what the start of the school year means for your family. The City is working to anticipate the needs of families with school age children and have sent out a Childcare Assessment survey. This survey will allow us to better plan how we can meet the needs of both families and the workplace. **Click here to complete the survey: [here: CITY OF ALAMEDA CHILDCARE NEEDS ASSESSMENT SURVEY.](#)**

We are also looking into options for flu shots and will be sending out information as it becomes available.

### **Vacation Ideas**

➤ [Plan a Day at an East Bay Municipal Park or a State or National Park](#)

Many recreation areas are open where you can spread out with a picnic and take a short hike. These areas may be crowded during the weekend but are less crowded on weekdays. There are many options within the bay area. Some such as Chabot lake have boat rentals available.

➤ [Bring the foreign vacation to your home.](#)

Your trip to Spain may have been cancelled because of the Pandemic but that doesn't mean you have to say goodbye to your Spanish vacation. Pick an area in your home and decorate with items you'd find in the place you are missing, print pictures, learn to cook a traditional dish and share it with your family, watch movies, tv shows or documentaries that highlight the location you want to visit. Or learn a few phrases in another language, just virtually immerse yourself in the culture of a new place for a day or two. You'll be even more prepared for your trip when travel is safe again.

➤ [Have a movie night or drive-in movie night.](#)

Movie theaters may be closed but that doesn't mean you can't have your own family movie marathon. Let every member of your family choose a movie and commit to watching each one, even if it is the hundredth time you are seeing it. Pop some popcorn, pour some soda, grab some candy and get comfortable. Tired of being home? Drive-ins are a fun and safe way to get out and see a movie; bring your snacks, wear your pjs, stay up late watching a classic and sleep late the next day.

➤ Go camping (at home).

National parks and camp sites have limited capacity or may be closed all together, but that doesn't mean you can't enjoy a late summer camping trip. Get out your tent and sleeping bags and set up in your back yard, patio, or even your living room (bring the outdoors in by surrounding yourself with houseplants). Have a family cookout and end your night stargazing and snacking on s'mores.

➤ Recreate a spa experience at home.

Take the day off and set up a spa. Soak your feet in warm water scented with rose petals, enjoy a rejuvenating face mask or cooling eye mask, and sip cucumber water. Turn your phone and computer off and let your mind and spirit rejuvenate.

➤ Make a meditation retreat.

People pay thousands to attend mediation retreats, but you can get the same experience at home for free. Carve out some private space at home that is quiet, keep your pajamas on and burn some incense. Throw some cushions on the floor and tell your family to leave you alone for an hour, two hours or more. Focus on your breathing and clearing your mind. If you need help, download the Calm App and spend time on a guided meditation or mindful movement video.

➤ Make it a projecation

Have you been trying to find time to paint your bathroom? Plant an herb garden? Clean out your closet? Or maybe you want to learn to knit or organize all your photos into scrapbooks? Now is the perfect time. Take a day (or two if needed) off and focus totally on getting that one project that you've been putting off, done.

If your mental health is in need of more than just a day or two of vacation, consider reaching out to the City's Employee Assistance Program for confidential counseling. Full-time employees are entitled to 10 sessions of counseling, which can be done virtually or via phone appointments, per issue per year. You can access services **at 800-242-6220 with group code 002849 or by visiting [members.mhn.com](https://members.mhn.com), with access code alameda**. *Services are available for everyone in your household and are confidential and not tracked by the City.*

Stay Well,

Your Human Resources Team