

The City of Spokane

## Weekly News Update for July 26

*Stay up-to-date on City of Spokane and employee news with our weekly Employee Update.*

### **City Facilities Serving Needs During Heat Wave**

Four Spokane Public Library [locations](#) have increased their hours to 9 a.m. - 8 p.m. to provide cooling areas for residents throughout the City.

- Central – 906 W. Main St.
- Shadle Park – 2111 W. Wellesley Ave.
- Liberty Park – 402 S. Pittsburg St.
- Hillyard – 4110 N. Cook St.

These cooling areas include drinking fountains and filling stations, restrooms, access to books, wi-fi connectivity, technology, and interactive play areas. We encourage you to check on your family, friends, neighbors, and co-workers to see how they are doing and let them know these library locations are available.

Spokane Parks & Recreation splash pads and pools are great places to cool down for free. [Splash pads](#) are operational from 9 a.m. – 8 p.m. at 19 parks, and six [pools](#) are open Mondays – Saturdays at varied hours. Most parks also have drinking fountains to access water.

This week, Riverfront Park will have water misters on the Numerica Skate Ribbon for those out enjoying their wheels, and a water bottle filling station will be in the park. The public amenities in the park can offer indoor places to cool down while visiting.

For more information visit our [website](#).

### **Decisions Training**

The City of Spokane recently purchased 250 licenses for a product called Decisions. Decisions integrates with Microsoft Teams to help create meeting agendas, take notes/minutes, and assign action items. You can use it for your virtual meetings and your in-person meetings. It's a very well-designed product and easy to use.

If you'd like to see a preview of Decisions watch this [YouTube video](#)!

The City is getting ready to launch licensing and training for Decisions. Since Decisions is so closely integrated with Microsoft Teams, we're also going to run Teams training sessions.

What we need from you:

1. If you have staff who would benefit from using Decisions, please have them fill out this form to get registered for a license and invited to upcoming training: [Decisions Form](#)
2. If you have staff who could use some Microsoft Teams training, please have them visit our new SharePoint page where they can view the schedule of training on Tuesday, July 26 and Wednesday, July 27. They only need to attend one session, and they are encouraged to ask lots of questions. [Click here](#) to attend a training.

### **Transitions' New Leaf Café Special Offer for City Employees**

Come check out Transitions' New Leaf Café at the newly renovated Central Library for a coffee, snack, or even lunch! They are offering \$1 off any drink from July 11 – 29 for Library and City employees.

New Leaf Kitchen & Café is a trauma-informed, free culinary job training program, designed to help low-income individuals with barriers to traditional employment gain the professional skills and confidence necessary for economic self-sufficiency.



*Transitions*  
**new leaf**  
KITCHEN • CAFE

Please join us in our NEW location! We are opening our New Leaf Café in the Central Library. Please stop by and say hi!

**Mention this promo for \$1 off any drink!**

New Leaf Café @ Central Library  
Full Coffee Bar · Breakfast · Lunch  
Mon-Fri 8am-3pm 509-328-6702

*Transitions*

EduCare | Home Yard Cottages | Miryam's House  
New Leaf Kitchen & Café | Transitional Living Center | Women's Hearth  
Working to end poverty and homelessness for women and children in Spokane.  
[www.help4women.org](http://www.help4women.org)

### **More Information to Assist You**

*Here are some more resources from our Employee Assistance Program:*

- [Depression \(Major Depressive Disorder\)](#)  
Depression is a mood disorder that causes a persistent feeling of sadness and loss of interest. Also called major depressive disorder or clinical depression, it affects how you feel, think and behave and can lead to a variety of emotional and physical problems. You may have trouble doing normal day-to-day activities, and sometimes you may feel as if life isn't worth living. Depression may require long-term treatment. Most people with depression feel better with medication, psychotherapy or both.
- [Friendships: Enrich your life and improve your health](#)  
Friendships can have a major impact on your health and well-being, but it's not always easy to develop or maintain friendships. Understand the importance of social connection in your life and what you can do to develop and nurture lasting friendships.

**Employee Information Portal** ([covid19.spokanecity.org/](https://covid19.spokanecity.org/))

Remember, this Employee Information Portal is a great resource for employees to stay current on what's happening with the COVID-19 response. The [Employee Information Portal](#) can be accessed from work or home, using a computer or mobile device.