

# Greetings from the Los Angeles County Secretarial

FALL  
2020



## A MESSAGE TO OUR MEMBERS

Good news for all members who have paid their 2020 membership dues/registration and are in good standing. Due to this year's cancelation of all trainings and events, the LACSC Board voted on the following: 1) Your current membership registration for 2020 will be extended to December 31, 2021; 2) the LACSC online store will continue to take and process orders; 3) the LACSC Board will continue to meet virtually monthly to take care of ongoing business and plan for 2021; and 4) the Board will continue to address and respond to member's questions.

## NEW LACSC MENTORING PROGRAM

Are you a new L.A. County employee or do you have a question or need information on what to do or where to look for information, OR are you an LACSC member who has experience and or knowledge which could be helpful/beneficial to other LACSC members? If you answered "yes" to any of these questions, we, the LACSC Board, may be able to help you make a connection. Please send Chris Rivas an e-mail to [mcrivas11@gmail.com](mailto:mcrivas11@gmail.com) with the following information if you would like to become connected with a mentor or be a mentor and why. Include your name, e-mail, phone number, department name, and what you are looking for or what you have to offer as a mentor. If you have any questions, I can be reached at [mcrivas11@gmail.com](mailto:mcrivas11@gmail.com).



## Welcome new LACSC Board Member: Gina Gonzalez-Nunez

Gina is currently working as a Senior Secretary III with the Department of Mental Health's Law Enforcement Teams. She comes to us with experience working on various committees in the community as well as in other County departments.

She has worked for the County of L.A. for 36 years. She began her career as an Intermediate Typist Clerk at the Department of Children and Family Services moving up to her current position. In her spare time she crochets. She is an excellent crafter and has donated many items to the LACSC Annual Seminar, March of Dimes fundraising, Saint Anne's and others. She is currently the Co-chair of the LACSC Historian Committee.

# October



## Trainings and Professional Development

Though we experienced a new way of learning during these past few months, we may have to consider the fact that this new way of learning may be our future. Whether its our kids, our family, or our peers, online learning has taken on a big part of the way we develop new skills. Zoom, WebEx, Microsoft Teams, and Google Classroom are just a few programs we have grown accustomed to when communicating with instructors, students, and colleagues. Today we are fortunate enough that the County has offered online programs like Udemy; an online academy where you can pick and choose just about any subject in any field. The Department of Human Resources (DHR) has also hosted a number of webinars, including the following topics: Financial, Health, and well-being.



This fall the Los Angeles County Secretarial Council will be working to create a course outline for those who are interested in taking online courses through Udemy. Online courses taken through Udemy include, depending on the subject:

- ◆ 6 - Hours on-demand video;
- ◆ 4 - Articles;
- ◆ 70 - Downloadable Resources;
- ◆ Accessible by mobile device; and
- ◆ Certificate of Completion.

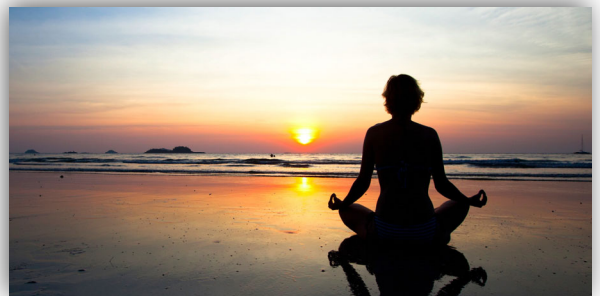
The course outline, prepared by LACSC, will keep us on our toes and will prepare us for career advancement, skill building, or simply a refresher. Keep an eye out for more info coming soon!

## Did you know!

The **Life Assistance Program (LAP)**, provided in partnership by DHR and Cigna's LAP, offers anonymous and confidential crisis intervention and counseling services to both County employees and their families. Virtual counseling services are accessible 24 hours a day/7 days a week at no cost. For more information call (800) 538-3543.



DHR's **Employee Assistance Program (EAP)** offers confidential counseling and support free of charge to all County employees. To schedule an appointment with one of our EAP providers, please call (213) 738-4200 Monday through Friday.



**Headspace** is an industry-standard comprehensive Mental Health app that can be easily accessed on mobile devices. It is designed to promote mindfulness, relaxation, empathy, restful sleep, and overall wellbeing, and is available free of charge through DMH at [www.headspace.com/lacounty](http://www.headspace.com/lacounty).



## LACSC Cancels Events due to COVID-19



In solidarity with the Department of Public Health and in an effort to slow the spread of Novel Coronavirus (COVID-19 or Pandemic) and to protect the health of our valued members, the Los Angeles County Secretarial Council (LACSC) Board acted swiftly to postpone and cancel all events and trainings. With so much changing so quickly, we will continue to monitor the Pandemic and will plan to resume activities and events as soon as it is safe to proceed.



### Your 2020 LACSC Board

**President:** Ernetta (Kaye) Winbush  
**Vice President:** Jennifer Leyva  
**Treasurer:** Hermelinda Romo-Salas  
**Secretary:** Renee Dubyn

### MEMBERS-AT-LARGE

Shirley Flagg  
 Armando Garcia  
 Rosa Guerra  
 Gina Gonzalez-Nunez  
 Laura Guillermo  
 Judith Leal  
 Elvia Ramirez  
 Chris Rivas

### Your 2021 LACSC Board

Armando Garcia  
 Mary "Chris" Rivas  
 Cynthia Morales  
 Elvia Ramirez  
 Gina Gonzalez-Nunez  
 Hermelinda Romo-Salas  
 Jennifer Leyva  
 Judith Leal  
 Laura Guillermo  
 Renee Dubyn  
 Rosa Guerra  
 Shirley Flagg

Officers will be elected at the November 2020 LACSC meeting

## **Introducing LACSC's Board Member Judith Leal**

Judith was nominated to the LACSC Board for the 2020-2021 term by the membership. She was recently promoted to The Department of Mental Health (DMH) as a Senior Management Secretary III. She brings with her a strong dedication to hard work and getting the job done. She started her County career 23 years ago as a Senior Typist Clerk at LAC+USC Medical center, promoted three times within the first 19 years at the Internal Services Department (ISD), and is currently with DMH. What this writer likes about Judith is that she is simply a staunch lady who does not give up and does her best to get the job done, or works for a solution.

### UPCOMING EVENTS

**SPRING TEA** - June 2021

**ENSENADA CRUISE** - September 3-7, 2021

**BOSS/SECRETARY LUNCHEON** - October 2021

**LACSC's GALA** - December 4, 2021

Please note: Due to the unpredictability of COVID-19 and restrictions, dates may be changed or events canceled.

### **CONGRATULATIONS TO OUR 2020 LACSC BOARD RETIREES:**



M. Chris Rivas, DMH 1/31/2020  
 Elvia Ramirez, DPH/EH 7/31/2020

