



HR Newsbrief: February 2015 Edition

It is ZOO Time!

This year's zoo drive runs from February 23 – March 11, 2015. Please complete the [Zoo Membership Form](#) and return it along with a check (if applicable) to the HR office in the NSOB on or before March 11, 2015.

- If you elect to participate in the Zoo Membership, there are [reciprocal arrangements](#) with other zoos.
- The automatic payroll deductions become effective on April 1, 2015 for a **12-month period**, valid through March 31, 2016.
- Important Zoo Membership Card Information:
 - The [Lincoln Children's Zoo](#) will be mailing out all membership cards this year. The cards are typically mailed within 2 weeks after receiving the zoo forms. The Lincoln Zoo will forward all Lincoln Children's Museum membership applications to the Museum. Please expect some additional time for processing the museum membership applications.
 - For the [Omaha Henry Doorly Zoo](#), all renewing members will use their present card for 2015. All new members will have a card mailed to them within 2 weeks of data entry. If replacement cards are needed, please contact Zoo Guest Services at 402-733-8401.

Wellness Program Information

Just a friendly reminder, employees and spouses who have elected to participate in a wellness program need to complete that selected program on or before **March 31, 2015**. Please log into the [Wellness Option Website](#) to check on your progress. Remember, once logged in, click on "Rewards Section."

You may also refer to Step 3 on the [qualifications](#) reference material located on the [Wellness webpage](#) to glance at each program requirement.

FYI: ID and Password

In preparation for the Open Enrollment Session this spring, please locate your ID and passwords for the [Employee Work Center](#). If you have forgotten your ID and or password, please contact Peter Gensheimer at 471-2295 or Peter.Gensheimer@nebraska.gov.

Training Opportunities

The Department of Administrative Services is offering various [development classes](#) in February. If you are interested in signing up for these classes, please log into the [Employee Development Center](#).