

CEO town halls begin, reminder of upcoming dates More than 1,000 Denver Health employees attended the first three of eight town halls, where **CEO**

Donna Lynne, DrPH, delivered updates on Denver Health's finances, workplace violence prevention efforts, benefits, open enrollment and the 2024-26 strategic planning process. If you weren't able to make it, be sure to attend one of the remaining five town halls to hear Donna's updates, provide feedback on the strategic plan and ask your most burning questions, which she and members of the executive team are answering live at the events. Remaining Town Halls (Add a session to your calendar here): **TODAY, Thursday, Oct. 5** C, Osler and Nightingale



Wednesday, Oct. 11 4:30-5:15 p.m., Virtual or Pavilion 7:30-8:30 a.m., Virtual or 601 Broadway, Room 927 (all staff) (providers) 11 a.m.-noon, Virtual or Pavilion Classrooms (providers) Noon-1 p.m., Pavilion C, Sabin Classroom (all staff) C, Sabin Classroom (all staff) **Get your annual flu shot**

The deadline to receive your flu vaccine is **Nov. 1**. As of this morning, only 39% of Denver Health employees, contractors, residents, students and volunteers have been stop by **COSH** on the 7th floor of the OMC from **7:30** a.m.-4:30 p.m. Monday-Friday, or the Pediatric

DENVER HEALTH

vaccinated or have an approved exemption. Attend a free upcoming vaccination clinic if you still need your shot. Or, Emergency Department and Urgent Care Center (**PEDUC**) Oct. 6, and documentation of off-site flu vaccination is due **Oct. 20**. Both can be done through this <u>REDCap survey</u>.

from **1-7 a.m. Monday-Sunday**. No registration is required. All medical/religious exemption requests are due **tomorrow**, Thank you for your effort to comply with the policy! Open enrollment for employee benefits begins this month Benefit-eligible employees (0.50 FTE or higher) can enroll in

Oct. 23-Nov. 8. Please see this announcement flyer for important dates and details. In-person, virtual and recorded benefits education sessions begin Oct. 16! **Please note:** Dental benefits and flexible spending account

elections will NOT carry over into 2024. You must re-elect these options if you wish to continue coverage. All other

registration is required for all employees receiving a COVID-19

was not able to watch the fireworks from the field as anticipated. We

vaccine at Denver Health so insurance can be billed.

Health Emergency declaration ended this spring.

elections for 2023 will carry over to 2024 if different options are not selected. Dental plan options are changing to align with best practices in the market, which is why new dental elections must be made this year. The benefits team has compiled the resources and enrollment instructions that you and your **Updated COVID-19 vaccine now available**

families need to review to select your benefits. This information is available here on the Pulse. The updated COVID-19 vaccine, which helps offer protection against infection from recent variants, is now available at ACS outpatient clinics and the travel and immunization clinic. COVID-19 vaccines are no longer required for Denver Health employees but are strongly encouraged. Employees can schedule a vaccination appointment through MyChart or by calling the employee appointment line at **303-628-2540**. Full

Appointments are limited due to high demand and low supply. If it is more convenient, you can get an updated COVID-19 vaccine at local pharmacies or clinics that are in-network with your insurance. Due to the cost of the vaccine, insurance will be billed; COVID-19 vaccines are no longer free since the Public

Denver Health Medical Plan will cover the cost of the vaccine for employees who are on a DHMP insurance

plan, but office visit copays may apply depending on the appointment type. Out-of-pocket costs may vary under different insurance plans and for employees and patients who are uninsured. There are no mass Denver Health COVID-19 vaccination clinics planned for employees or patients at this time. Apology to Denver Health employees at Friday's Rockies game The tri-chairs of the Medical Assistants Council at Denver Health would like to apologize for a communication error with the Colorado Rockies promotional team regarding last Friday's game. Our section

commit to finalizing plans in writing with organizations for future events. We did experience a lot of joy seeing so many Denver Health employees in our own section of the stands and hope those who attended still enjoyed the spectacular show.

Employee Giving Campaign underway with matching donations Denver Health Foundation's 2023 Employee Giving DENVER HEALTH Campaign (EGC) is live! Denver Health employees show HERE FOR YOU remarkable generosity in their daily work, and many also

Denver Health's core mission of delivering equitable health care is fueled in part by Denver Health Foundation's Safety Net Fund, which supports the needs of patients, departments and team members. For example, thanks to employee giving, Denver Health delivered snacks to 3,476 individuals experiencing homelessness and hunger in 2022. Employee giving also provided financial support for the Center for Addiction Medicine (CAM) workgroup to engage Denver Health patients and other community members who have lived experience related to substance use disorder and accessing treatment to support improved patient outcomes. You can donate to the EGC through Workday using the benefits tab. Instructions are here on the <u>Denver</u> Health Foundation's Pulse site. Got questions? Email Nancy.Tomb@dhha.org. Thank you for all you do to

help make Denver Health a place that we all can be proud to recommend!

"How do I make sure I am following the recommended schedule for my mammography appointments at Denver

"This is a much easier way than ever before to receive important updates about Denver Health visits, appointment times, rescheduling options and other important information," said Lezlie Kephart, RN,

Health?"

Sign up for employee mammography screening days, Komen walk As we mark Breast Cancer Awareness Month through October by lighting up Denver Health's main campus in pink, we are reminding employees to sign up for one of our employee screening days from 8 a.m.-2 p.m. every Friday in **October** (limited to 50 patients per day). Head to the home page of the Pulse for more information and while you're there, be sure to take our poll at the bottom of the page:

goal of raising at least \$1,000! We hope to see you there! STAY INFORMED New platform for patient text message alerts On Monday, our Epic team rolled out a new platform for patients to receive text message alerts about their care at Denver Health.

Sign up for MyChart text

DENVER HEALTH

NOW

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RESTORE.

It's not too late to sign up to walk with our Denver Health team at the Komen More than Pink Walk this Sunday, Oct. 8, at Civic Center Park. Nearly 100 people have signed up to walk and we've almost hit our

alerts. Humana Medicare members now can be seen at Denver Health Denver Health is welcoming Humana Medicare members, which helps the health and well-being company broaden access to care for Humana Medicare Advantage plan members in the Denver area. Under this agreement, which became effective October 1, members with Humana Medicare Advantage HMO, PPO and PFFS plans now have in-network access to care at the Denver Health main campus, as well as access

Sign up for RESTORE Group Support opportunities

1:30 p.m. Wednesday, Oct. 25. The next RESTORE Group Support: Cumulative Distress and Burnout session is 1-2 p.m. Friday, Oct. 20. Visit the RESTORE Group Support site on the Pulse for a complete

to care to our more than 1,500 doctors in 131 medical specialties across the Denver area.

The Denver Health RESTORE Peer Support team offers virtual group support that provides a dedicated space for

employees to come together with a goal of reducing the

impact of distress and to promote mutual support and connection. Upcoming RESTORE Group Support: Leaders sessions are from 4-5 p.m. Friday, Oct. 6, and 12:30-

them. For those who did not opt-in or new Denver Health patients, they can begin receiving text messages by texting the word "START" to 57408. Click here to learn more about the text message

schedule of sessions and to register. Email questions to RESTORE@dhha.org. RESTORE's Peer Support team is available 24/7 at **303-436-7473**. Apply for medical assistant training program Are you or someone you know interested in becoming a medical assistant (MA)? Applications are open **through Nov. 27** for the Denver Health MA training program in partnership with the National **APPLICATIONS** Institute for Medical Assistant Advancement. The program is paid for

Sign up for CAM Academy's Trauma Responsive Care Workshop Denver Health's Center for Addiction Medicine (CAM) **DENVER HEALTH** Academy provides training and technical assistance on CAM ACADEMY trauma-responsive substance use disorder treatment for Colorado and surrounding regions. In partnership with the Denver Prevention Training Center, CAM Academy has launched a three-hour virtual Trauma-Responsive Care Workshop to increase knowledge and skills to deliver compassionate trauma-responsive care. This workshop will provide strategies for how to create trauma-responsive care environments to foster healing of the people we serve. This workshop offers CNE and CME credits and is free for Denver Health staff. To register, select the preferred course date here, and the registration fee will be waived. Upcoming courses this month are from 9 a.m.-noon Thursday, Oct. 12, and 1-4 p.m. Thursday, Oct. 26. Email questions to CAMAcademy@dhha.org.

WORKPLACE SAFETY

Badge use and visitor policy reminder

locked, it is imperative that you follow the visitor policies of the unit, not badge in as an employee. This includes Pediatrics, NICU, Labor and Delivery, PICU, ED, MICU, SICU, Psych and any other unit that can only be accessed with a badge. There are doorbells at the entrance to these units that you can ring to be

Letting yourself or family members or friends into these units by scanning your badge is a security risk. Bypassing the visitor policy does not allow clerical staff to accurately track who is entering and leaving these secure units, putting our tiniest and most vulnerable patients at risk. Employees who violate this

When visiting your family members or friends who are admitted to any area of the hospital that is

PERKS & DISCOUNTS Denver Health offering new student loan benefit for employees Public Service Loan Forgiveness (PSLF) is not a simple form-filing **New Public Service** process; in reality, there are myriad rules and regulations that must Loan Forgiveness be followed in order to qualify. To help you achieve loan forgiveness as quickly as possible, while making the lowest possible monthly Benefit payment, Denver Health has partnered with Tuition.io to provide tuition.io start-to-finish guidance through PSLF, along with all the other

Benefit-eligible employees (and their family members) will have full access to student loan coaches and a treasure chest of student loan assistance tools and resources. Look out for your welcome email to sign up for these services on Oct. 6. You may also contact support@tuition.io or **1-855-353-9395** for more

Enter drawing to win free massage from RESTORE on Oct. 11

RESTORE

Wednesday, Oct. 11. Click here to enter a drawing for your chance Sign up for a to win a massage. Winners will be contacted by phone and email on Monday, Oct. 9, and offered time slots. Names on the sign-up list **FREE massage** and the winners will be kept confidential. Email guestions to RESTORE@dhha.org. Orthopedics team shares finer touch of pelvic fracture care in Colombia

Members of the Denver Health Orthopedics Department travel from time to time, but also regularly welcome their international counterparts to Denver Health so that they can observe our treatment protocols and surgical techniques to manage complex orthopedic surgeries and bring this knowledge back to their countries and communities. Recently physicians from South Korea, Japan, France, Argentina and Italy observed in surgery and soon others from India, Thailand and Brazil will arrive.

RECOGNIZING YOU **Environmental Services celebrates EVS Week, outstanding employees** Denver Health's Environmental Services team celebrated Environmental Services Week last month to show appreciation for the dedicated EVS personnel who ensure our health care facilities are clean and safe places for patients, their families and other staff members. During the week, EVS "survival bags," goodie bags and prizes were handed out; doughnuts, snow cones and lunch were provided; and awards were given to eight EVS Employees of the Year: Kiheshen "Kiki" Medhin, Michael Epperson, Lucia Gonzalez, Comfort Osei, Reina Sosa, Silvia Monarrez de Barron, Maricela Amparan Gonzalez and Patricia Alvarez Mendoza. Pictured are Silvia Monarrez de Barron (right) receiving her

across Denver Health. MANAGEMENT Care, Compassion, Community Denver Health's care management departments include inpatient hospital care management, Ambulatory Care Services (ACS) care management, and managed care. Our care management professionals include nurse care coordinators, licensed clinical social workers, care navigators, case managers, care management leadership and additional support staff. "Every day, our care management professionals utilize the unique skill set of their disciplines to provide screenings, assessments and interventions to ensure patients have their needs met at every stage of their care," said **Kimberly Hawley**, care management operations and compliance manager for ACS.

"By identifying social determinants of health or barriers to care, care management professionals can appropriately evaluate what options are available to help patients and families receive optimal care, services and community resources. Care management is an integral part of exceptional patient care and the improvement of patient outcomes. Within the last couple of years, we have heard countless stories of care management professionals stepping up, not back, to positively impact patients across the care

continuum. Thank you for your efforts, your expertise, your dedication and your compassion."

Click here to read why the care management team does what they do.

October is National Dental Hygiene Month, which recognizes

the work that dental hygienists do for preventative oral health and the important of good oral hygiene for overall health. Did you know that research links good oral health to overall health? Did you also know that the nearly 20 dental hygienists who work at Denver Health cover four different specialties (school-based hygienists, dental sealant program

hygienists, medical-dental integration hygienists and

Association recommends one every six months!).

celebrated in the 411 two weeks ago, but we regrettably missed some

which include physician assistants, nurse practitioners, certified nurse

of the positions that make up the more than 360 APPs at Denver Health. APPs are a valued part of our health care team, and they provide high-quality care to patients. A huge thank to our APPs,

Disease Control and Prevention's Vaccine Safety Datalink project.

Ever want to be in a parade? Now's your chance! Denver Health is participating in The Broadway Merchants Halloween Parade on

We're hoping to form a Denver Health "Scrub and Crutch Drill Team," where Denver Health team members wear scrubs and twirl crutches in the parades. Want to join the team? The only time commitment is to show up 30-60 minutes before the parade(s) for a quick practice - it's not intended to be Olympic-level twirling. Interested? Please complete

If you have crutches you no longer need, please consider donating them. Crutches deemed in good condition will first fill a shortage for patients, then extras will go to the drill team. Boxes will be set up in the 601 Broadway lobby and in the HR offices in Pavilion B. Pick up can be arranged at any of the community health centers. Please email

events@dhha.org if you are interested in a clinic collection.

Denver Health taps HR chief Sept. 28, Becker's Hospital Review

the University of Denver.

financial recovery

Sept. 29, The Denver Post

Sept. 30, Colorado Politics

Oct. 1, Wells Concrete

Oct. 4, Pagosa Daily Post

Week

Oct. 11: RESTORE massages Oct. 12: CEO town halls

Oct. 12: Employee flu clinic

Oct. 12: Fidelity educational web workshop

Colorado starting January 1.

existing ancillary structures with the seven-story garage.

Peak Health Alliance Offering Budget-Friendly Health Insurance

Sept. 28, American Cancer Society

navigation to the communities they serve.

Outcomes by Reducing Barriers to Screening

Oct. 21 and the Parade of Lights on Dec. 2.

this form.

community clinic hygienists)?

"With your tireless dedication, your health care customers can count on clean and sterile instruments for use on patients. With your ongoing due diligence and dependable equipment and process monitoring, surgeries can be performed without delay. With your unwavering adherence to industry standards, best practices, and policies and procedures, patient safety is never sacrificed. All of this is because of you."

Oct. 8-13 is also National Care Management Week

midwives, clinic nurse specialists, certified registered nurse anesthetists, optometrists, psychologists, licensed clinical social workers and licensed professional counselors. **Denver Health physicians recognized by American Academy of Pediatrics** Patty Braun, MD, MPH, FAAP (pictured, top right) was awarded the American Academy of Pediatrics (AAP) Special Achievement Award for Engagement and Excellence. Dr. Braun was nominated by the Colorado Chapter of the AAP for her commitment to pediatric oral health and her leadership on advancing oral health policy in Colorado and nationally. Joshua Williams, MD (pictured, bottom right), has been selected to receive the 2023 Early Career Physicians (SOECP) Advancement in Research Award at the American

IN THE COMMUNITY

Join Denver Health at upcoming parades, donate old crutches

Academy of Pediatrics' national conference. Dr. Williams is a fellowship-trained general academic pediatrician with Ambulatory Care Services, assistant professor of pediatrics at University of Colorado Denver School of Medicine and associate research scientist at Denver Health's Center for Health Systems Research. He also is principal investigator on a National Institutes of Health grant to examine the impact of digital storytelling on influenza vaccination equity and co-investigator at Denver Health for the Centers for

The Broadway Merchants Halloween Parade is a family event so feel free to gather with your colleagues, bring the kids and join us for trick-or-treating before the parade. We'll gather at Bar 404 at 404 **Broadway**, at the start of the parade route. The owner has graciously provided private space for family and friends to **meet from 3-4 p.m.** before the **parade begins at 4 p.m.** If you plan to attend, please register here so we have plenty of treats for the kids! **National awareness and recognitions** National Depression Screening Day is Oct 5. World Cerebral Palsy Day is Oct. 6. World Mental Health Day is Oct. 10. World Arthritis Day is Oct. 12. Bone and Joint Health National Action Week is Oct. 12-20. Is there a department that you'd like us to recognize during a special week or month? Let us know in an Employee Outreach Request form and we'll spotlight them in the 411.

Denver Health in the media

Ms. King has held multiple leadership roles in human resources, the health system told Becker's. She previously served as senior vice president and chief people officer for Centennial, Colo.-based Centura Health — now part of Chicago-based CommonSpirit Health — and vice chancellor of human services for

The American Cancer Society and the National Football League Focus on Improving Cancer

Cancer can impact anyone at any age and finding cancer early increases survival rates. Still too many individuals for whom cancer screening is recommended remain unscreened due to barriers outside of their control. To address screening barriers in Colorado, Denver Health was named a 2023 CHANGE grant recipient for implementing activities like offering education, screening resources and patient

Denver Health, rural Colorado hospitals that needed cash infusions are working toward

'Life over abstinence': Colorado legislators again pursue supervised drug use centers

In Denver Health's case, the problem was that the cost of uncompensated care has kept rising, as have other costs, while the city of Denver's contribution has remained flat at about \$30.8 million per year, **CEO Donna Lynne** told City Council members at a budget hearing last month. In contrast, it cost Denver Health about \$100.8 million to serve patients who are uninsured and unable to pay, she said.

Denver Health has named **Amy King chief human resources officer**, effective Sept. 25.

A Denver Health employee hands out doses of Narcan, a-soon-to-be over the counter nasal spray that can reverse overdoses from opioids, during an event to mark International Overdose Awareness Day on Thursday, Aug. 31, 2023, at the Denver Health main campus in Denver. Raising awareness about HPV-related cancers Oct. 1, ACP Internist

New advances in breast screening Oct. 4, Fox31

October | November | December Oct. 5: CEO town halls Oct. 20: Deadline for off-site flu vaccine documentation Oct. 21: Broadway Merchants Halloween Parade Oct. 5: Fidelity educational web workshop Oct. 6: Screening Fridays Oct. 23: Benefits Open Enrollment begins Oct. 6: Fall career fair Oct. 25: Employee flu clinic Oct. 25: RESTORE Group Support: Leaders **Oct. 6:** Deadline for vaccine exemption requests **Oct. 6:** RESTORE Group Support: Leaders Oct. 26: CAM Academy trauma workshop Oct. 8: Komen More Than Pink Walk Oct. 27: Screening Fridays Oct. 8-13: Sterile Processing Week and Care Management Oct. 31: Fidelity retirement planner on campus Nov. 1: Employee flu shot deadline Oct. 10: Hispanic Heritage Month potluck Nov. 3: RESTORE Group Support: Leaders Oct. 11: CEO town halls Nov. 8: Employee Giving Campaign ends Nov. 8: Benefits Open Enrollment ends

> Nov. 8: Fidelity educational web workshop **Nov. 17:** Fidelity retirement planner on campus

Nov. 17: RESTORE Group Support: Distress & Burnout



or make changes to benefit plans during open enrollment **EMPLOYEE BENEFITS ENROLLMENT OCTOBER 23-NOVEMBER 8**

GET INVOLVED give back to the community through donations to Denver Health Foundation. Now **through Nov. 8**, your gift to the Foundation will be matched dollar-for-dollar by Kaiser Permanente as part of its \$5 million matching grant. All donors who give \$5 or more per paycheck, or a one-time gift of \$130, will also receive a limited-edition Denver Health lanyard.

manager of Epic applications. messaging from Denver Health! Text START to 57408 The text messaging service allows patients to cancel or reschedule appointments, set up payment plans and make payments through a text alone. Patients who have MyChart will also get alerts for: MyChart message notifications, test results, medication reminders and information about outstanding balances. No personal information is transmitted within the text messages. Patients will receive prompts to go to their MyChart accounts for any personal/sensitive information. The transition was seamless for those who already opted in for text messaging; nothing changes for

in full by Denver Health and requires one year of employment at our health care system post program completion. Up to 15 students can **OPEN!** participate, and we encourage employees, family members and anyone in the community to apply if interested. Those accepted will

start classes in March 2024. Email Angelica.Duran@dhha.org for more

information or visit nimaa.edu to apply.

let in by a clerk or designated employee on the floor.



beneficial programs being offered by the Department of Education.

information. Additional details can be found on the Pulse.

The Denver Health RESTORE Support Center, on the first

Colombia, to hold the country's first ever pelvic fracture course. Over the course of just two days, the pair shared their techniques with 40 doctors from across Latin America.

"It's a wonderful feeling to leave after two days knowing our

understanding of pelvic fractures so they can better serve

Parry added, "I greatly enjoyed sharing ideas and surgical techniques with my South American counterparts and believe

we are all better surgeons as a result of the course."

has continued responding to Denver's migrant crisis since the very beginning, trying to connect newly arrived migrants with needed resources and longterm strategies to get on their feet. It has been difficult, and the city has not always been able to keep up with the demand, but our community is

Recently, one STAR team took a family of migrants, who were unable to secure space at a shelter that day, to local restaurant Panadería Emmanuel

care products under strict federal regulations.

Processing department.

"Thank you for the heart and soul you put into your work each day," said **Joseph Juarez**, clinical operations manager for the Sterile

The theme of this year's National Care Management Week is

"Keeping the person at the heart of collaborative care," and is a time to celebrate the incredible work of care management professionals

working together to help.

(Emmanuel's Bakery).

support!

colleagues across Latin America now have basic

their communities," Dr. Mauffrey said.

floor of Pavilion B, will offer Denver Health staff free 15-minute chair massages with a Zeel massage therapist from **noon-4 p.m.**

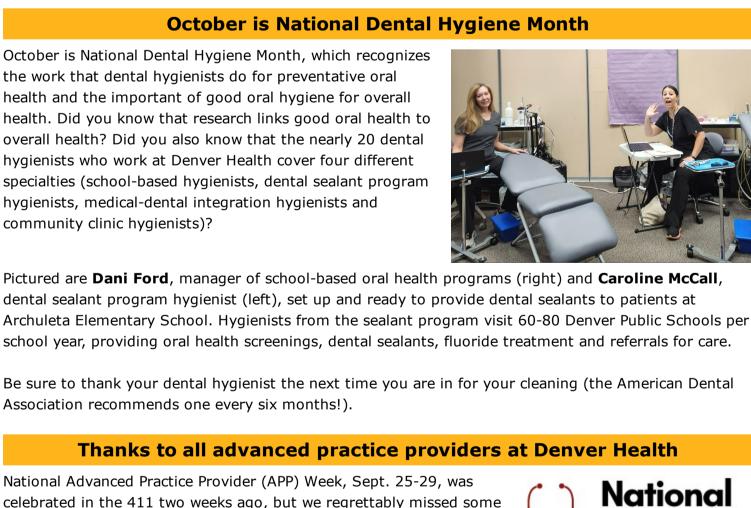
Pelvic fractures are some of the trickiest injuries to treat. Denver Health orthopedics are among the best at tackling these tough cases. Depending on the severity of the fracture, the injury can be life-threatening. So it's no surprise that doctors throughout the world seek advice from our team. Recently, the Colombian Orthopedic Society hosted surgeons Cyril Mauffrey, MD, and Joshua Parry, MD, in Bogota,

STAR team, local bakery help migrant family with meal The Support Team Assisted Response (STAR) van

The restaurant owners gave the family a full meal while the STAR team considered what other resources could be available. This is just one example of how our STAR team paramedics and EMTs go above and beyond to serve our community. And a huge thank you to Panadería Emmanuel for opening their doors

to help a family in need! We hope you'll stop by if you're in the area to thank them and show your

certificate and award from supervisor **Precious Donaldson** (left). Thank you to our dedicated and hard-working EVS staff! Oct. 8-13 is Sterile Processing Week Sterile Processing Week recognizes the committed specialists who fill Sterile Processing departments and make a positive difference in patient care. Denver Health's sterile processing department services 86 departments, sterilizing and re-processing over 316,000 patient-



Misinformation about vaccines in general, spread through social and traditional media outlets, may also contribute to low uptake, said ACP Member Julie Venci, MD, an internal medicine-pediatrics specialist at Denver Health's Southwest Federico Peña Primary Care Clinic and associate professor of medicine at the University of Colorado in Denver. Parking structure building solutions

The **Denver Health and Hospital Authority** built its long-planned outpatient facility, including its largest parking structure. The health system, which treated about 200,000 unique patients in 2017 and brought in revenue of \$1 billion, submitted a site development plan to the City of Denver to replace the

The nonprofit Peak Health Alliance has partnered with **Elevate Health Plans by Denver Health** Medical Plan to bring budget-friendly health insurance coverage to nine rural mountain counties in

Breast Cancer Awareness Month takes place every October and the technology used to detect these diseases is evolving all the time. Dr Randy Miles, the chief of breast imaging at Denver Health, joined FOX31 to talk about the importance of screenings. Humana and Denver Health Sign Agreement to Expand Humana's Medicare Advantage Provider **Network in the Denver Area** Oct. 5, Market Wire News Humana, a leading health and well-being company, and Denver Health, a comprehensive health and hospital system, have entered into an agreement that broadens access to care for Humana Medicare Advantage plan members in the Denver area.

Oct. 12: CAM Academy trauma workshop Nov. 22: RESTORE Group Support: Leaders Oct. 13: Fidelity retirement planner on campus Nov. 27: Deadline to apply for medical assistant training Nov. 29: Fidelity retirement planner on campus Oct. 13: Screening Fridays Oct. 18: Employee flu clinic Dec. 1: RESTORE Group Support: Leaders Oct. 20: Screening Fridays **Dec. 2:** Parade of Lights Oct. 20: RESTORE Group Support: Distress & Burnout Dec. 15: RESTORE Group Support: Distress & Burnout **CLICK HERE** FOR A PDF VERSION OF THIS NEWSLETTER. Submit content for consideration in the Weekly 411 through the employee outreach SUBMIT A REQUEST TO THE request form here. Accuracy and quality matter, so please provide all material as early as possible. Your submission should detail who, what, when, where, why and how, with correct **WEEKLY 411** spelling and explanation of acronyms. We encourage you to include photos and any links or attachments that may help to communicate your message. Content received after noon on Tuesday will be considered for the following week's edition

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