

# Getty THIS WEEK

## WEEKLY STAFF NEWS | 3.16.2020

### WHAT YOU NEED TO KNOW

**Coronavirus Update** We are transitioning to a situation where employees who have jobs that can be accomplished remotely will be asked to work from home. Each Program and Trust department will transition on a different schedule over the coming days, and we will ultimately have employees working under several different circumstances: working on site to perform critical functions; working from home; and staying at home and not working. Please consult the senior managers within your Program and Trust departments as they work to determine work assignments on a department-by-department basis. Having fewer employees on site will allow healthy employees to work safely in person as needed.

Based on Governor Newsom's recommendations on Sunday, March 15, if you are over 65 or have a health condition that makes you particularly vulnerable, you should not come in. Please be in touch with your supervisor if you have questions about your particular situation.

Getty will continue to compensate all employees, salaried and hourly, during this period. The attached pay guidelines outline how pay will be administered.

We are providing additional information and resources to employees on [Getty GO](#), and also on a special new [staff website](#), [www.getty.edu/staff](http://www.getty.edu/staff), for those employees unable to access Getty GO from home. When there is new and important information for you to see, we will send internal communications email and eventually issue Getty Alerts to let you know.

We are aware that you will continue to have many questions. We are working on addressing them. Please continue to send your questions to [internalcommunications@getty.edu](mailto:internalcommunications@getty.edu). Thank you for your flexibility, dedication, and continued patience at this critical time.

**Telework and Timecards** Getty has established [Temporary Telework Guidelines](#) for staff who will be working from home during this period. In addition, the Getty will continue to compensate all employees, salaried and hourly, during this period. [Pay guidelines](#) outline how pay will be administered and how to complete and approve timecards during this time. Both the telework and pay guidelines are also attached.

While we are not setting specific criteria for where you may telework, the goal is to minimize exposure and contact. Therefore we ask that you not work from places where there's a concentration of people, like coffee shops. In addition, we ask that you not travel so far that you are unavailable to come on site should your manager ask you to do so.

**Accounts Payable** For the foreseeable future Accounts Payable will process supplier checks once a week on Wednesdays, the same day employee expense reports are processed. Live checks will be mailed to the current address on file. If a request was made to return a check to a certain individual within the organization, A/P will reach out to determine if that person is physically present, before mailing the check. ACH, ePay, Wires and Zelle will continue to process daily, no changes for these forms of payment.

**Payroll** For those employees who are not enrolled in direct deposit, live payroll checks will be mailed to their home.

**Fitness Center Closed** Until further notice, the Fitness Center will be closed to all staff and classes have been cancelled. In partnership with Health Fitness, Wellbeats is offering streaming fitness classes, nutrition tips, and more. The attached document provides information about accessing the virtual fitness option, free through April 30th.

**Day of Service Cancelled** Your generous donations will be delivered to CASA of LA, the City of Los Angeles Animal Services Department, Hav-A-Sole, and Nike's ReUse-A-Shoe program.

**Shuttles** The Getty Center NEP shuttle will remain fully operational for now. The Scholar shuttle will remain functional for this week. The Pablito shuttle will continue to run for now.

**The Getty Call Center** will remain open for the next two weeks.

**Stock Market Volatility** Recent events have been tough on investors, including participants in Getty's 403(b) plans. Here are some helpful resources on how to respond:

- [Coronavirus, Uncertainty, and the Markets](#)
- [Market Volatility and You](#)
- [What should I do if the markets drop?](#)

Also, My Secure Advantage (MSA), the Getty's new financial wellness provider, is offering a special webinar called "Financial Best Practices in Uncertain Times." The webinar is this Friday, March 20 at 9 am and again at Noon. Click [here](#) to register.

**Virtual Doctor Visits** Did you know that if you are enrolled in one of the Getty's medical plans with UnitedHealthcare or Aetna, you have the ability utilize Virtual Visits with a medical doctor?

If you are a UnitedHealthcare HMO Member, log-in or register to access your portal at [www.myuhc.com](http://www.myuhc.com) and download one of their Virtual Visit apps. The cost of a virtual visit is the same as the cost for a visit with your PCP. For more information, contact UnitedHealthcare at 877-630-5898.

If you are an Aetna member, visit <https://member.teladoc.com/aetna> or download the Teladoc mobile app. Virtual Visits with a medical doctor are \$40 or less. For more information, contact Aetna at 877-869-4077.

**Total Compensation Statements Now Available on Employee Self Service** Your Total Compensation Statement is an annual statement that provides you the total value of the direct and indirect compensation you receive for your effort and talent. In addition to your pay, the statement outlines the value of all benefits received, such as Getty's contribution to your retirement savings; the value of your health, dental, vision, and life insurance paid by the Getty; social security, workers' compensation, and California's State Disability Insurance payments that Getty makes on your behalf. The statement outlines other benefits available to you, and reminds you of your life insurance and Vanguard beneficiary designations that are on file. Log into [ESS](#) and select Benefits > Benefits Summary > View Benefit Statement as of January 2020.

**My Secure Advantage (MSA)** MSA is our [new financial wellness partner](#) from whom benefits-eligible employees may get free financial coaching. To help launch this program, MSA is offering an incentive for Getty employees to complete an [online assessment](#), which helps them support you better. You must use Chrome (not Internet Explorer) to complete the assessment. Anyone who completes it by April 15<sup>th</sup> will be entered to win a \$100 Amazon gift card from MSA.

## NEWS

**Ebony and Jet archives** The nonprofit consortium that acquired the archive of Johnson Publishing Company, publisher of *Ebony*, *Jet* and other iconic publications, [have formed an Advisory Council](#) that will inform the preservation and future use of the historic photographic collection to ensure the archive is made available for broad public use.

The archive includes 3.35 million negatives and slides, 983,000 photographs, 166,000 contact sheets, and 9,000 audio and visual recordings, comprising the most significant collection illustrating

African American life in the 20th century. The archive was acquired last year for \$30 million by the Ford Foundation, the J. Paul Getty Trust, the John D. and Catherine T. MacArthur Foundation, The Andrew W. Mellon Foundation and the Smithsonian Institution in an effort to safeguard the unparalleled treasure of African American history and culture for the public benefit.

***Painted Prophecy: The Hebrew Bible through Christian Eyes*** Drawn from the Getty Museum's manuscript collection and featuring the recently acquired [Rothschild Pentateuch](#), [Painted Prophecy: The Hebrew Bible through Christian Eyes](#) explores the potent narratives of the Hebrew Bible as they were taken and adapted for use in the Christian tradition. Stories and figures from the Hebrew Bible, known to Christians as the Old Testament, appear in spectacular examples of medieval manuscript painting. The images on view illuminate essential aspects of medieval Christian beliefs and a range of cultural attitudes, including the understanding of history as prophecy, ideas about women in society, and hostilities between Christian and Jewish communities.

## EVENTS

**Mesopotamia: Civilization Begins** is installed at the Getty Villa, and will be open to the public once Getty reopens. The exhibition was co-curated by Museum director Timothy Potts and Ariane Thomas, curator of the Mesopotamian collections, Department of Near Eastern Antiquities, at the Musée du Louvre.

## STAFF SPOTLIGHT

### Anniversaries this week

#### 30 Years

- Barbara LaMori, Library Services, GRI

#### 25 Years

- Bhupendra Patel, HVAC, Facilities

#### 20 Years

- Louella Peters, Plant Engineering, Facilities

#### Five Years

- Linda Roane, Security Operations, Security
- Kurt Amsel, Security Operations, Security
- Rumyana Ivanova, Security Operations, Security
- Jose Saenz, Security Operations, Security
- Izwan Mohideen, Security Operations, Security

## Comings and Goings

See how the [Getty community](#) is changing – and welcome new co-workers.

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