

# EMPLOYEE NEWSLETTER

## EMBRACE

### SABRE88 CORE VALUES

- ✓ **TEAMWORK**
- ✓ **CUSTOMER SERVICE**
- ✓ **ACCOUNTABILITY**
- ✓ **COMMUNITY SERVICE**
- ✓ **COMMUNICATION**
- ✓ **TECHNOLOGY**



## MAKING HEALTH AND NUTRITION A PRIORITY DURING THE CORONAVIRUS (COVID-19) PANDEMIC

March 18, 2020 by \*ASN Member Contributor

There is little doubt that the Coronavirus (COVID-19) pandemic is affecting every aspect of our lives—from virtual classrooms to telecommuting to early restaurant closing times to outright quarantines. Observing public health measures and reducing exposure to the virus are required to slow the spread of this disease. No one knows how long these virus safety measures will need to stay in place, but it presents a perfect time to protect and improve your health while practicing social distancing. Healthy eating is especially important for keeping your immune system in top condition. Here are some steps you can take to eat healthy in the times of COVID.

*\*American Society for Nutrition members Carol Byrd-Bredbenner, PhD, RD, FAND, Kaitlyn Eck, PhD, RD, and Jaclyn Maurer Abbot, PhD, RD have contributed their advice for staying healthy during this time.*

### 3 Steps you can take to stay healthy during the Coronavirus (COVID-19) pandemic

#### 1. Minimize trips to the supermarket during the pandemic and eat healthy.

##### **Before you shop for Coronavirus preparations...**

**Plan ahead.** Visualize breakfast, lunch, and dinner for at least 5 days. What will you serve? What do you need? Consider the foods your family likes, your food preparation methods, interests and skills, and the time and energy you will have for preparing meals. Working from home may not mean there is more time to cook—especially if you are now responsible for teaching your kids and doing the work your employer expects.

**Have children at home?** Include children in meal planning, preparation, and clean up while teaching them writing, math, reading, and science.

- **Reading/Writing:** Ask your kids to make a list of what's in the pantry and refrigerator. Then, have them look through cookbooks or online recipes sites to find meals and snacks that use up what is on hand. Have them share their breakfast, lunch, or dinner meal ideas.

- **Math:** Find math in measuring spoons and cups, counting out numbers of ingredients, taking stock of pantry items, or planning the time it will take to prepare, cook, eat, and clean up a meal.

- **Science:** Get kids involved in baking bread, cooking an egg, or creating a homemade salad dressing—then, search the internet to discover the science behind why ingredients change when they are combined, heated, or blended

**Think nutrition.** The healthiest meals emphasize whole grains, vegetables, and fruits—serve them in the greatest amounts. Meat portions should be smaller—this will save money and help keep dietary saturated fat in check.

**Make a shopping list**—and use it! You'll be less likely to forget items or buy impulse items.

**Stock up on nutrition-packed foods that will stay fresh for a week or longer.**

- **Breads**—corn tortillas, whole grain English muffins, bagels, breads, wraps, frozen whole wheat waffles
- **Grains**—instant oatmeal, quick cooking pasta, frozen brown rice, couscous, refrigerated pizza crust
- **Fruits**—sturdy fresh fruit (apples, citrus), dried, plain frozen, canned in juice or water
- **Vegetables**—sturdy fresh veggies (celery, broccoli, onions, potatoes), plain frozen, low sodium canned, sun-dried

- **Sauces**—tomato pasta sauce, salsa
- **Soups & Broths**—canned, frozen, shelf-stable cartons
- **100% Juice**—refrigerated, frozen, canned, boxed
- **Milk**—fresh, canned, shelf-stable packages
- **Eggs**—fresh eggs, egg whites in cartons
- **Cheese**—sliced, cubed, shredded, crumbled, grated hard cheese
- **Beans/Legumes**—canned beans (black beans, chickpeas), dry beans
- **Nuts and seeds**—bagged, canned, nut butters
- **Chicken**—frozen or canned
- **Seafood**—frozen ready-to-cook fish fillets, frozen shrimp, canned tuna, salmon, and sardines
- **Beef**—pre-made frozen lean ground patties or meatballs
- **Flavorings**—add zing with dried herbs & spices, vinegars, mustard, hot/steak sauces, lemon/lime juice, light dressings, honey, Greek yogurt

**Go easy on the frozen dinners**—most are high in sodium, fat, and calories.

**Limit purchases of tempting foods** like chips, sodas, cookies, and ice cream. They are high in empty calories and run up your grocery bill.

**Keep costs down**—consider low cost alternatives. Instead of buying ready-made hummus, pureed a drained can of chickpeas to make your own. Try a meatless meal, like chili with beans instead of beef. If fresh fruits and veggies are too costly—remember, canned and frozen fruits and vegetables provide the same nutrients as fresh. Best bets are plain frozen veggies and fruits. Go for low sodium canned veggies and fruits canned in juice or water—if these are in short supply, buy regular canned fruits and veggies—drain and rinse before use.

**Think about friends and neighbors, especially older adults or those with health conditions.** Could you save them a trip to the grocery store?

**Try online shopping**—it will save you time and let you keep your social distance. Be sure to play ahead, many stores need a day or two from order to delivery or pickup.

**While at the supermarket during the Coronavirus pandemic...**

**Use a disinfecting wipe**—wipe your hands and grocery cart handle, then put the wipe in the trash.

**Prepare for the unexpected**—supermarkets are running low on many items. Be sure to take your own bags. Be ready with a back-up plan if an ingredient you need is unavailable.

**Keep the less fortunate in mind**—contribute to local pantries and soup kitchens now. Then, when it is all over—donate extra food you stocked up on that is still fresh and safe to eat.

**Use contactless payment or credit cards.** If you use the payment keypad, tap the buttons and screen with your knuckle—then use hand sanitizer after completing your payment.

## **2. Eat out safely during the Coronavirus pandemic with restaurant curfews**

If you want to have take-out meals, take the food home right away and eat it while it is hot. Store leftovers safely—wrap tightly and refrigerate any dishes with meat, fish, poultry, or dairy products—be sure to reheat these leftovers thoroughly before eating.

### **Make eating together at home a positive experience**

Whether it is homemade or takeout, eating more meals at home is a new routine for many families. Keep the stress down by making mealtime fun.

- **Get the family involved**—kids can help set the table, pour the water, make the salad, or grate the cheese. Make mealtimes a family affair.
- **Try some new recipes**—if you have never made homemade pizza, roasted a whole chicken, or cooked meatballs from scratch—now is a good time to try! There are lots of great recipes on the internet! Look for those that call for only a few ingredients and use common kitchen tools.
- **Reconnect with the family**—eat together at the table or spread a blanket on the floor and have an indoor picnic. Be sure to separate mealtime and TV time—watching while eating makes it too easy to pay attention to TV and not your food, so you are likely to overeat. Wonder what to talk about at mealtime? Chat about things you will do this summer, tell jokes—just keep the conversation upbeat and fun.

## **3. Think Positive! Mindset is vital to getting through this pandemic physically and mentally healthy.**

- **Practice positive stress management strategies.** Walk the dog, call a friend, soak in the tub, or cuddle your kids. Skip the alcohol, tobacco, and drugs.

- **Stick with your routine as much as you can.** Go to bed and get up in the morning on your usual schedule. Eat meals at regular times. Find ways to exercise away from the gym—do yoga in the living room, trim the hedge, have a scavenger hunt in the backyard with your kids, or just toss a ball or play tag as a family.
- **Manage boredom.** Stay busy and engaged—resist hanging around the fridge or mindlessly watching TV. Enjoy your hobbies, read, cook, make videos with your kids, start a scrapbook, help your kids with their virtual schoolwork, and stay in touch with family, friends, and colleagues.

**When you do go out,** wash your hands before you leave home *and* as soon as you return.

**Have a dry cough? Feeling feverish? Hard time breathing?** Don't hesitate to reach out to your health care provider for further instructions.

We are all in facing this together. Let's make the most of it to come out stronger and wiser and ready to enjoy all the wonderful times to come!

**\*Written by American Society for Nutrition members:**

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## **EMPLOYEE REMINDER**

**WorkLifeMatters Employee Assistance Program** offers services to help promote well-being and enhance the quality of life for you and your family.

- **HEALTH:** Healthy living, Stress Management, Mental Health, Diet and Exercise
- **FAMILY:** Parenting Support, Child and Elder Care, Learning Programs, and Special Needs Help
- **FINANCIAL:** Legal Issues, Will Preparation, Taxes, Debt, Financial Planning Tools & Assistance



**Phone:** 1-800-386-7055 (available 24 hours a day, 7 days a week)

**Email:** [eapcounselor@ibhcorp.com](mailto:eapcounselor@ibhcorp.com) or **Web:** [www.ibhworklife.com](http://www.ibhworklife.com) – **User Name:** Matters/**Password:** wlm70101

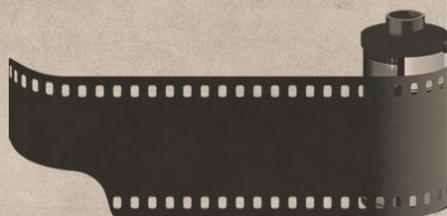
Life is like a camera.

Focus on what's important.

Capture the good times.

Develop from negatives.

And if things don't turn out,  
take another shot.



## **17 Things to do while Social Distancing**

1. Host a "Chopped Challenge" via Facetime
2. Paint and Sip
3. Make a Vision Board
4. Participate in a Zoom Writing Circle
5. Jump into Online Workout Classes
6. Catch up on Podcasts
7. Invite your friends to a Facetime Book club
8. Write Letters to send to Family and Friends
9. Learn a New Language
10. Start Journaling
11. Learn to Meditate
12. Have a Netflix party with your Movie Friends
13. Foster a Pet
14. Tie Dye Old Clothing
15. Switch over Wardrobe for Spring
16. Take a Virtual Museum Tour
17. Take an Online Class

## [Top Skills You Need to Compete in Today's Workplace](#)

Dawn Rosenberg McKay is a certified Career Development Facilitator. She is a former writer for The Balance Careers. Read The Balance's [editorial policies](#) - Updated November 20, 2019

Whoever said, "it's a rat race out there" knew nothing about how competitive today's workplace would be. Rats have it easy! Make it through a maze, grab your treat, and you're done. It's not enough to be the best at what you do. Having the hard skills you need to excel at your occupation is a requirement, but being the best at your job won't help you win the race. Having [competitive skills](#) that employers value will. Let's take a look at what they are.

### **Stop Talking and Start Listening**

Some people think they can talk their way to the top. Sharing your knowledge with others is important, but [listening](#) can benefit you in so many ways. You can learn a lot when you make an effort to understand what others are saying to you. As an active listener, you will gain insight into the real meaning of other people's—your boss's, coworkers and subordinates, and customers'—words. You will be able to understand what your boss expects of you, learn what motivates your coworkers and subordinates, and discover what your customers need from you. This essential skill will drastically improve your performance at work as it is instrumental in building rapport with others.

### **Solve Problems Instead of Complaining About Them**

Every workplace has its problems, and it's hard to avoid letting them bother you. Complaining about these nuisances won't help even a little bit. On the contrary, it will be harmful since [negativity](#) brings everyone down, and can quickly turn the environment toxic. You have nothing to gain from complaining, other than a reputation as a negative Ned or Nelly. If you find ways to [solve problems](#) instead of just pointing them out, you will be regarded as a hero to all but those who thrive on negativity. And who needs those people anyway?

### **Think Critically**

When you are making a decision, you may be tempted to do so as swiftly as possible. After all, you have a lot to get done in a very short amount of time. The faster you can solve a problem or figure out how to reach a goal, the more quickly you can cross an item off your list and move on to the next thing. Although it may seem like a waste of your limited time to spend a lot of it considering all your choices when making a decision, you will be much more successful if you do. Your [critical thinking skills](#) will serve you well. Use them to evaluate each option before deciding which one is most likely to have the best outcome.

### **Be an Effective Time Manager**

As a busy professional, your life is hectic. If you strive to move up at work, it will become even more frantic as your boss increases your responsibilities. How will you get everything done? If only you could add more hours to your day, sadly you can't. However, you can use the ones you have more efficiently. The ability to [manage your time](#) well is essential. It is one of the most competitive skills you can have. The only danger is that the more you get done in a day, the more your boss will give you to do. It's a risk you will have to live with as a result of your success.

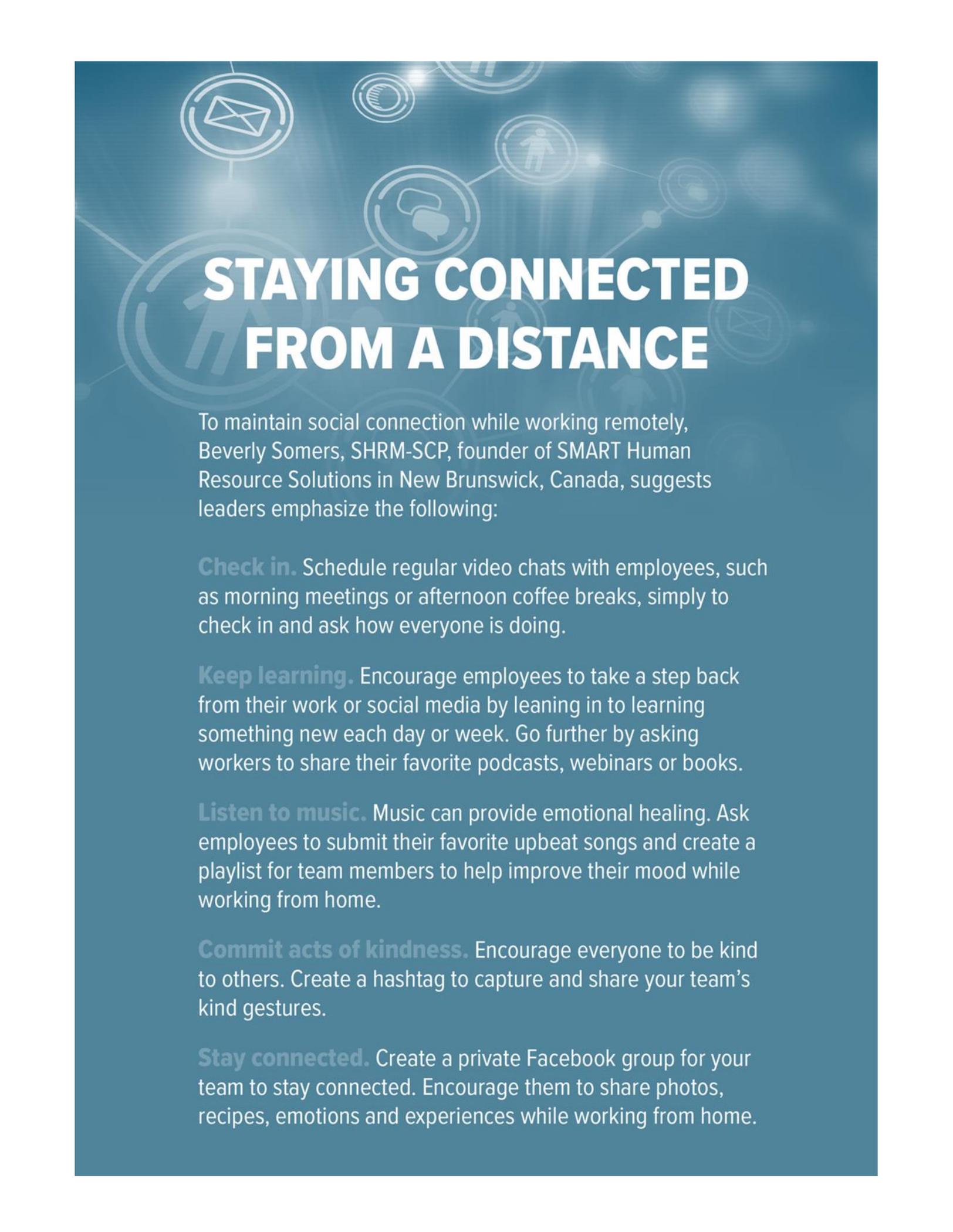
### **Get Along With Everyone**

Considering all the different [personalities](#) that fill a workplace, your boss's expectation that everyone gets along with one another is quite a tall order. When you realize that [getting along](#) with your coworkers doesn't mean you have to like them all, it becomes a more achievable mandate. Excellent [interpersonal skills](#) will allow you to fulfill your boss's wish for harmony in the workplace. If you can empathize and sympathize with your coworkers, you will be able to avoid offending them. The ability to negotiate will help you avoid conflicts. To work as a team, which you will have to do for your workplace to function well, you must know how to coordinate your actions with them.

### **Show Them Who's the Leader**

Finally, if you want to make it to the top, you will have to exhibit your leadership ability. You can't be a leader without followers, so the first thing you have to do is get people to respect and trust you enough to line up behind you. Show your boss you are [management material](#) by demonstrating that you can delegate work to others, and are willing to take responsibility for not only their successes but their failures as well.



The background is a dark blue gradient with a network of white lines and circular nodes. Several nodes contain white icons: an envelope, a person, a speech bubble, a hand holding a phone, and a person with a speech bubble. The main title is centered in large, bold, white capital letters.

# STAYING CONNECTED FROM A DISTANCE

To maintain social connection while working remotely, Beverly Somers, SHRM-SCP, founder of SMART Human Resource Solutions in New Brunswick, Canada, suggests leaders emphasize the following:

**Check in.** Schedule regular video chats with employees, such as morning meetings or afternoon coffee breaks, simply to check in and ask how everyone is doing.

**Keep learning.** Encourage employees to take a step back from their work or social media by leaning in to learning something new each day or week. Go further by asking workers to share their favorite podcasts, webinars or books.

**Listen to music.** Music can provide emotional healing. Ask employees to submit their favorite upbeat songs and create a playlist for team members to help improve their mood while working from home.

**Commit acts of kindness.** Encourage everyone to be kind to others. Create a hashtag to capture and share your team's kind gestures.

**Stay connected.** Create a private Facebook group for your team to stay connected. Encourage them to share photos, recipes, emotions and experiences while working from home.

# SABRE88 NEWS



## Employee Anniversary's

### January

**Carolyn**

**Shayonda**

**Craig**

**Michele**

### February

**Bruce**

**Lekeisha**

**Tahira**

**Gail**

**Karimah**

### March

**Christopher**

**Danielle**

## Employee Anniversary's

### April

**Leslie**

**Carilla**

**Kathleen**

**Kris**

**Charles**

**Hannah**

**Angela**

**Tachoon**

**Brenda**

**Paul**

### May

**Laurie**



## Graduates

### COLIN

Master's Degree in  
Business Administration -  
George Washington University

### PRASANNA

Master's Degree in  
Information Technology -  
New Jersey Institute of Technology

## 2020 NEW HIRES

**SHAYONDA - GSA**

**DANIELLE - DOI**

**WELCOME**



## MAY IS

**MAY 3<sup>RD</sup> - BE KIND TO ANIMALS WEEK**



**MAY 5<sup>th</sup> – NATIONAL TEACHER’S DAY**

**MAY 25<sup>th</sup> - MEMORIAL DAY**



**MAY 10<sup>TH</sup> -MOTHER’S DAY**

*Happy  
Mother's  
Day*



**NATIONAL BIKE MONTH**