



# Information & Updates

## 06.02.23

### Luma Corner

#### Resources for Employees

Work with HRO's to ensure employees have appropriate communication. See attached Luma e-learning communication: Sample email to send to your employees ASAP!

#### Past Luma HCM Training

If you have been unable to attend the Luma trainings you can access the recordings from the past trainings and view the schedule for future trainings at [https://idahosco.servicenowservices.com/sp?id=kb\\_article&sysparm\\_article=KB0012267](https://idahosco.servicenowservices.com/sp?id=kb_article&sysparm_article=KB0012267). You will need to login to your SCO account to access the recordings and view the schedule.

#### Final HCM Training Dates

Occupational Health and Safety 06/09/2023 8:30 to 10:00 AM MST

#### Luma Micro-Learning Link

Thank you all that came to the micro-learning and all of the great input to making this process work! Attached is the guidance and email template. An invitation to meet on June 21st for Luma questions will come out separately.

Link to Micro-Learning:

[https://us06web.zoom.us/rec/share/NijLwXMrFZpFOd6UV9g9kGlonTqI-OvdUuOsvFvZpl656ZvvfSwrP1bVy9nJvt01.48S\\_ry\\_agC-QJz6D](https://us06web.zoom.us/rec/share/NijLwXMrFZpFOd6UV9g9kGlonTqI-OvdUuOsvFvZpl656ZvvfSwrP1bVy9nJvt01.48S_ry_agC-QJz6D)

Passcode: 6V1r8#6?

### Information Collection for DHR

Final day to submit your survey - As we prepare for the transition of new employees into DHR, we are collecting information on the HR employees in the agencies and also DHR on a few things: p-cards, cell phones, work schedules, and telecommuting arrangements. If you could please complete this form by June 2, 2023, it would be greatly appreciated! <https://forms.office.com/g/s03A0ktzVY>

### Job Openings

Human Resource Specialist, Senior – Department of Education – Boise – closes 6/11/23 - #19583  
Human Resource Officer – State Liquor Division/DHR – Boise – closes 6/11/23 - #19625

### DHR Handbook

Please read and come to the Summit with questions!