



# Oconee County Connections Employee Newsletter

Volume 5, No. 9

September 2023

## Notes from HR Fall Wellness Challenge Set for October 20



The next Wellness Physical Challenge opportunity worth up to 300 points is set for Friday, October 20, from 1 p.m. – 4 p.m. at Herman C. Michael Park. We hope you'll make it out to participate in this afternoon of fun and fitness with us!

Sign-ups and details are coming soon!

# Employment Anniversaries

Congratulations to everyone on our team celebrating another year of service to the residents of Oconee County! Thank you for making our organization an outstanding place to work and for your dedication to our community! We appreciate all that you do!

## Animal Services

Christina Lee 09/21/2022

## Board of Elections

Sharon Gregg 09/12/2022

## Civic Center

Shawn Wheeler 09/07/1993

Edwyna Arey 09/05/2017

Brittney Turner 09/06/2022

## Clerk of Courts

Carrie Hayes 09/16/2014

## Extension Office

Daniel Queen 09/08/2020

## Fire

Denise Bradshaw 09/19/2022

## Jail

David Knowles Jr. 09/09/2016

Danial White 09/23/2019

## Law Enforcement

Jeremy Wasdin 09/15/2008

Sonya Wallace-Burchett 09/15/2015

Stan Swisher 09/25/2017

Baer Schiffer 09/06/2022

## Parks & Recreation

Lisa Davol 09/27/2004

Pat Sebring 09/11/2017

## Planning/Code Enforcement

Linda Patterson 09/16/1985

Kyle Stephens 09/04/2018

## Property Appraisal

Sidney Bell 09/14/2021

Christopher Glick 09/19/2022

## Public Works

Will Parks 09/21/1998

Rolland Ebright 09/09/2020

## Senior Center

Mark Manning 09/06/2022

## Superior Court

Tommy Hewell 09/08/2009

## Tourism

Sarah Cumuze 09/28/2022

## Water Resources

Jenanne White 09/06/2005

Eddie Fouche Jr. 09/04/2007

# Service Superstar Amanda Shelton



Congratulations to Customer Service Superstar Amanda Shelton, who goes above and beyond every day to exceed the expectations of both internal and external clients! A true asset to the Property Appraisal Department, Amanda's expertise, outstanding work ethic, and leadership skills help Oconee County thrive. Thank you, Amanda - we're so happy we get to work with you!

## Welcome!

We would like to extend a warm welcome to all of our new colleagues - we are so glad you have joined us!

### Animal Services

Abbey Ivy

### E-911

Gaybritsha Goodman

### Extension Office

Kelliann Howell

### Sheriff

Boris Argueta

### Parks & Recreation

William Threlkeld

### Property Appraisal

Guillaume Fielteau

### Senior Center

Christine Bittle

### Superior Court

Warren Stanford Jr.



# Notes from IT

The IT department is migrating employee email to Microsoft 365. This process will take multiple weeks and happen on a per-department basis.

We have compiled the following FAQ to help with most questions and concerns. If you have additional questions or concerns, please feel free to email me and I will address them.

## Oconee County Microsoft 365 Email Migration FAQ

1. What is the email migration to Microsoft 365 all about? Oconee County's IT department is upgrading our email system from on-premise servers to Microsoft 365 (which is cloud-based). This migration aims to provide enhanced email and collaboration tools while ensuring better accessibility, security, and scalability.
2. Why are we migrating to Microsoft 365? Microsoft is turning its focus to its 365 platforms, leaving the on-premise solutions lacking in security and features. Entities such as cybersecurity insurance providers are starting to require security features that are provided by Microsoft 365. With end-of-support dates for on-premise on the horizon, this is a proactive move to make sure Oconee County's IT infrastructure stays up to date.
3. How will this migration impact me? You'll experience minor changes in how you access and use your email, calendar, and collaboration tools. The migration aims to improve your overall email experience with new features and capabilities.
4. When will the migration take place? The migration timeline will be communicated to each department in advance. IT will provide information about the scheduled migration dates, and you will be informed about any actions you need to take.
5. Will there be any downtime during the migration? IT will make efforts to minimize downtime. Typically, each department's migration will be scheduled to happen during non-business hours. After migration, email access will be regained the following business day as IT assists with setting up Microsoft Outlook on each desktop.
6. What if I encounter issues during or after the migration? IT will be ready to assist you with any issues you encounter. If you have email problems after IT has visited your department after migration, please email [ochelpdesk@oconee.ga.us](mailto:ochelpdesk@oconee.ga.us) with the details of the problem you are having, and you will be helped as soon as possible.
7. What do I need to do before the migration? IT will provide instructions if any pre-migration actions are required. Generally, IT will install newer versions of Microsoft Office on each desktop before each department's migration.
8. Will my email address change? No, your email address will remain the same. There will be no changes to your email address or how you communicate with others.

# Microsoft 365 Migration

9. How will I access my email after the migration? You will access your email through the Microsoft Outlook application on your computer or the Outlook web app through a web browser. IT will be on hand after each department's migration to assist with setting up Microsoft Outlook and Multi-Factor Authentication as needed.

10. What happens to my old emails, folders, calendars, and contacts? Your old emails, folders, calendars, and contacts will be migrated to Microsoft 365, ensuring that you retain access to your previous communications. IT will guide you on how to find your old emails in the new system.

11. What about my signatures? Unfortunately you will need to set your signature back up after the migration.

12. Will I still be able to use my mobile device for email? Yes, you will be able to set up your Microsoft 365 email account on your mobile device using the Outlook mobile app. However, any device that is accessing your emails will still be subject to Open Records requests – this is not changing.

13. What is Multi-Factor Authentication? Multi-Factor Authentication is an extra security step to ensure nobody else can access your email account. For our initial migration, only the Microsoft Authenticator app on a smartphone is supported.

14. Do I have to use Multi-Factor Authentication? Even if you are not able to use Multi-Factor Authentication you will still be able to access your email. However, you will only be able to access it from within the Oconee County network either while at work or through a VPN. IT is looking into additional methods of Multi-Factor Authentication that do not require a smartphone. If one of these additional methods becomes available, we will make an announcement and make the new method available.

15. What is this Junk Mail folder? As a result of the Microsoft 365 migration, the way spam emails are delivered will be changing. Any email that is potentially spam will be delivered to your new Junk Mail folder. You will need to check your Junk Mail folder regularly in order to make sure legitimate email doesn't stay there.

16. I have an important email in my Junk Mail folder, how do I interact with it? Microsoft Outlook will prevent you from clicking links or viewing images in emails in your Junk Mail folder. If you know the email is safe, then you can drag the email from your Junk Mail to your Inbox. Once the email is in your Inbox, you can interact with it as you normally would.

17. How do I prevent email from going to Junk Mail? If you receive an email in your Junk Mail folder, you will be able to mark it as not junk with the option to have all emails from that sender go directly to your Inbox. To do this, while in your Junk Mail folder, right-click and email and select Junk -> Not Junk. You will then be asked if you would like to have all future emails from that sender go to Inbox.

Justin Milligan, IT Manager

# Employee Birthdays

Happy Birthday to everyone in the Oconee County Government Family celebrating a birthday this month! You have our best wishes for a wonderful day, and we hope it's the start of a fantastic year!

Yashica West	09/02	Joseph Berryman	09/19
Stephen Richwine	09/03	Steven Heckler	09/20
Brian Bray	09/04	Jerry Marshall	09/20
Wayne Patrick	09/04	Joan White	09/20
Dylan Pulliam	09/05	Carsen Dean	09/21
McKenzie Maddux	09/07	Andrew Bishop	09/24
Donna Fee	09/08	Sarah Baird	09/25
Lance Raines	09/09	Brandy Ervin	09/25
Emily Deal	09/11	Joel Allen	09/26
Ryan Meeler	09/11	Richard Connelly Jr.	09/27
Sandy Maxwell	09/12	Chuck Horton	09/27
John Donnelly	09/15	Diane Horvath	09/27
Patrick Holl	09/15	George Kull	09/27
Jenanne White	09/15	Warren Stanford	09/28
Sarah Groves	09/16	Joshua Warren	09/28
Shirley Finch	09/18	Harold Haggard	09/29
John Jackson	09/18		
Crystal Berisko	09/19		



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