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**Subject:** Weekly Update #26: Vaccine Appts, Phase 5 Planning, and VACC  
**Date:** Wednesday, February 10, 2021 11:26:37 AM

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Colleagues,

A few things this week to pass along.

### **Vaccine Appointments**

Please see the chancellor's "[Vaccine appointments available for select in-person employees](#)" email. We know that some on-site Library employees have been contacted already by CUPHD and able to make appointments for their first vaccination.

### **Phase 5 Planning**

In addition, we wanted to let you know that our 'back to onsite work' group will be reconvening. We're beginning to discuss the future of Library services, once the state reaches [Phase 5 in the Restore Illinois Plan](#). While that date is far down the road and our discussions are very early, we want to develop a flexible set of options and to be ready when that hoped-for day approaches. We'll be consulting closely with unit heads and will share information about this planning process as it becomes available.

### **Vacation Leave for Civil Service Employees**

This is a reminder that you have until **September 18, 2021**, to use any balance held in the **VACC (Vacation Transfer Balance) leave category** for this purpose. You should monitor and use this leave balance as well as your regular vacation leave balance to ensure you continue to accrue vacation leave according to your accrual schedule (A or B). View your leave balance on your [Earnings Statement](#).

As always, if you have any questions, please do not hesitate to reach out to us.

Best,

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