

ShapiroCM

QUARTERLY NEWSLETTER, 2021 Q1

Looking Towards 2021



In a "normal" year, ShapiroCM would mark the beginning of the year with celebrations with employees and business associates in the New York/New Jersey region and in the Washington, DC region. In lieu of parties, the company made \$5,000 donations to two charitable organizations selected by employees – St. Jude Children’s Research Hospital and Foodbank NYC.

Since we can't gather in person, we asked our employees to contribute to an internal video to wish each other happy holidays.

Each person was requested to name the things they would put into a 2020 time capsule and what they're looking forward to in 2021. Responses ranged from touching to funny. Time capsule items included: sweatpants, TV remote, comfy couch, high speed internet, active account on Netflix, hand sanitizer and mask, gratitude and hope.

We're looking forward to: in-person gatherings, celebrations, baseball games, dinner and Broadway theater, car racing and job site visits.

Virtual Coffee Breaks



Our virtual Coffee Breaks continue in 2021 to keep ShapiroCM employees connected with each other. We are adding a little structure this year. The first video conference of the month will be a Wellness topic, the second will be a Professional Development topic and the third will be a Work Smart topic. The fourth coffee break of the month will be reserved for open-ended discussion.

January Coffee Break Topics **Wednesdays at 3 p.m. ET**

Link:

Week 1: Morning Rituals

Week 2: Virtual Site Surveys

Week 3: Getting Organized

Week 4: Open Discussion

Coming in February: Live Q&A with a Clinician on Covid Isolation

Monday, January 18, 2021 ShapiroCM will observe the MLK holiday. Employees will have an opportunity to participate in several Virtual Service Projects that day. Those who do will be asked to share their experiences.

5 Remote Work Tips



ShapiroCM Office Manager Julia Schuchardt is one of the most organized and efficient people we know. So, it's no surprise that during a recent Coffee Break she was able to offer 5 Tips for Better Work-Life Balance When Working from Home. Other employees contributed what has worked for them.

Julia's Top Five:

1. Separate your living space from your work space. Making a spare room into an office or using an open space like a foyer, as suggested by Bob Chandler, makes it easier to quit for the day.
2. Set boundaries around work hours by letting non-urgent calls go to voice mail during off hours and returning email the next day.
3. Clean up your workspace each night. Especially if it's insight of your leisure or common space.
4. Take PTO in small increments for a break when needed, if you can't take a whole day.
5. If you feel overwhelmed, talk to a co-worker, friend, spouse or use the EAP. Kyro Basta offered the tip of making weekend "dates" to see friends socially distanced or virtually to break up monotonous work weeks. Taking a walk or otherwise getting out into nature can also be helpful.

New Employees



Robert "Bob" Chandler joined ShapiroCM as part of our New Jersey-based CM team. Bob is an Architect and experienced CM who likes to hike in his spare time.



Gregg Wardlow joins the ShapiroCM team in Cincinnati, Ohio. Gregg brings lab construction experience to the team which is working on a high-profile project there.

Employee Profile: Tousif Ahmed

Tousif is a Licensed Mechanical Engineer and Project Manager assigned to a project in Brooklyn, NY.

In his leisure time, Tousif enjoys sharing the responsibilities of cooking with his adoring wife of 6 years. His specialty dishes are spicy beef, chicken curry and biryani. It was love at first sight when they met at one of North America's iconic romantic sites, Niagara Falls.

Tousif strives to expand his knowledge and innovate in the fields of construction and engineering - including the area of Artificial Intelligence. AI is currently used in construction to prevent the theft of equipment. Tousif is also proud of his ability to thrive as a non-native English speaker who works to improve his communication skills.

- Isaiah Reid

Access our EAP- <http://shapirocm.acieap.com/>