



PG&E EAP Presentations – Summaries

Note: Presentations are typically 60 minutes long; however, length can be adapted as needed.

Mental Health and Emotional Wellness

Conquering Fear and Anxiety Around Coronavirus

Depression Awareness and Treatment

Most of us feel “down” or “blue” some days. You might even say you are “depressed” when you are upset, or sad one day about something. However, depression is often a disabling, medical condition and much worse than just having a bad day. The National Institute of Mental Health defines depression as a “common, but serious mood disorder. It causes severe symptoms that affect how you feel, think, and handle daily activities, such as sleeping, eating, or working.”

Holidays During Covid

Intimate Partner Violence – Understand It, Prevent It!

This training will help you to:

- Review the myths pertaining to intimate partner violence (IPV)
- Define intimate partner violence
- Describe the signs of an abusive relationship
- Explain the cycle of an abusive relationship
- Describe the strategies and resources to prevent and help an individual experiencing IPV

Keeping the Happy in Holidays

There’s tremendous social pressure to be happy during the holidays. Yet the darkness and dormancy of winter causes many to feel more depressed. Also, problems with stress and depression can stem from too many rules and expectations. We try to cram a year’s worth of intimacy into a few hectic days or into that one special (and perhaps expensive) gift. It’s no wonder that many holiday functions end in frustration, disappointment, anger, and depression. Our expectations are often unrealistic.

Keeping Your Brain Healthy with Memory Fitness

This training will help you to:

- Describe neuroplasticity
- Explain the differences between normal age-related memory loss, mild cognitive impairment, and dementia
- Identify the factors that can impact memory
- Implement strategies to boost your brain power

Laugh it Off: Use Humor to Combat Stress

“Good humor is a tonic for mind and body. It is the best antidote for anxiety and depression. It is a business asset. It attracts and keeps friends. It lightens human burdens. It is the direct route to serenity and contentment”. Also “laughter relieves stress and boredom, boosts engagement and well-being, and spurs not only creativity and collaboration but also analytic precision and productivity.”

Making Mindfulness Work for You

This training will help you to:

- Describe mindfulness
- Identify benefits of practicing mindfulness
- Explain obstacles to mindfulness
- Implement strategies for increasing and practicing mindfulness

Managing ADHD

This training will help you to:

- Describe ADHD and subtypes of ADHD
- Recognize signs and symptoms of ADHD in children and adults
- Identify causes and risk factors for ADHD
- Discuss how ADHD is diagnosed
- Explain treatment and strategies for individuals with ADHD



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Mental Health First Aid: A Primer (For Employees)

Everyone knows about first aid—responding to an injury until a medical professional can help—and most people are probably first aid certified. But how do you help if a co-worker is showing suicide signs? Or if there is a traumatic incident at work? Mental health crises are just as likely to happen in the workplace as physical injuries.

Positive Psychology: The Key to Happiness

This training will help you to:

- Explain the benefits of positive psychology
- Describe the basic realms of happiness and key elements of positive psychology
- Discuss positive psychology competencies

Preventing and Treating Anxiety Disorders

This training will help you to:

- Describe the six types of anxiety disorders
- Discuss the causes and risk factors for developing an anxiety disorder
- Identify the treatment options for anxiety disorders
- Review the prevention and reduction strategies for anxiety disorders

Suicide Prevention for Employees

Suicide is tragic and heartbreaking for those who experience the loss of a loved one from this potentially preventable act. The goal of this training is to help you understand what you can do to prevent suicide.

Take Charge – Reduce Your Stress

This training will help you to:

- Determine the difference between stress and stressors
- Discuss the connection between stress and physical health and emotional health
- Recognize signs and symptoms of stress
- Practice stress-reduction and management techniques

Tame Your Temper – Learn How to Control Your Anger

How do you act when you're angry? Are you quick to yell or do you quietly internalize your feelings? Like love, fear, and joy, anger is a normal emotion. It's a feeling we get in response to frustration (an internal stimulus) or to a real or perceived threat or injury (an external stimulus). Anger is important for survival. It communicates to us and others that something is wrong. but since so many of us have never learned how to express our anger directly and appropriately, it's easy to understand why it's such a mismanaged and intimidating emotion.

Thriving Through Challenges

It's not whether we get knocked down. It's how we get back up that defines us as a person. What enables a person to successfully adapt over time to such life-changing situations and challenges? By improving your resilience, you can recover from challenges more quickly, get stronger in the process, and get better at preventing or managing stress in the future.



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Supervisory and Management Development

A Guide for Telecommuting Success for Managers

Where do you start when an employee wants to work remotely? How do you overcome the challenges of supervising employees in different locations and time zones?

Attaining Top Performance

Why do some companies excel—even in times of economic turbulence—while others do not? It is not a simple task to create and deliver goods and services that surpass customers' expectations every time, without compromise. This workshop is designed to help you set the tone for a positive work culture that nurtures top performance in the workplace.

Effective Leadership Skills

Good leaders know how to inspire others toward success. This training will help you build your leadership skills—focus on what's most important, navigate your team to high performance, and help your employees connect what they do to the overall success of your company.

Employee Assistance Program for Supervisors: Improve Professional and Personal Success

This training will help you to:

- Describe the Employee Assistance Program (EAP)
- Identify what types of concerns the EAP addresses
- Explain what to expect when using the EAP
- Discuss the assessment process
- Recognize the signs and symptoms of a “troubled” employee

Fostering Resilience in Employees

What enables a person to successfully adapt over time to life-changing situations and challenges? It involves improving resilience. Leaders and managers play a key role in modeling resilience and creating a supportive team environment for individuals to thrive. Some of the world's most successful executives agree that an organization's ability to stick together and shift gears in the face of upheaval and adversity is critical to its long-term success.

Maximizing the Productivity of Your Employees

What does “employee engagement” mean? Employee engagement means that employees are actively invested in and committed to their jobs and to their employer's success.

Mental Health First Aid: A Primer (For Managers)

Everyone knows about first aid—responding to an injury until a medical professional can help—and most people are probably first aid certified. But how do you help if an employee is showing suicide signs? Or if there is a traumatic incident at work? Mental health crises are just as likely to happen in the workplace as physical injuries. Learn to handle these situations by with this introduction to mental health first aid.

Minimizing and Resolving Conflict for Supervisors

This training will help you to:

- Identify the sources, catalysts, and benefits of resolving conflict
- Discuss approaches to conflict
- Describe conflict management and communication styles
- Implement strategies for managers to reduce and prevent conflict in the workplace



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Practicing Mindfulness at Work for Leaders

This training will help you to:

- Describe mindfulness
- Explain the benefits of practicing mindfulness in the workplace
- Identify the obstacles to mindfulness and strategies for overcoming them
- Implement the strategies for practicing and promoting mindfulness at work

Recognize, Reduce, and Respond to Substance Use in the Workplace

As a supervisor, you may think that what employees or coworkers do in their private lives is none of your business as long as they come to work and get their job done. The reality is that substance use—on or off the job—can cause serious negative consequences to the work environment and all employees feel it.

Respect and Appreciate Diversity in the Workplace

This training will help you to:

- Define diversity and explain dimensions of diversity
- Explain types of prejudices
- Discuss the benefits of being part of a diverse workforce
- Recall barriers to understanding and appreciating others
- Implement ways to embrace diversity in the workplace

Suicide Prevention for Supervisors

The goal of this training is to help you better understand what you can do to prevent suicide. As a manager, you can create a leadership-driven, safety-oriented culture committed to recognizing stress, anxiety, and depression. Any action plan for preventing suicide starts with a commitment from leadership to change organizational culture and stamp out stigma around behavioral health issues.

Thrive Through Organizational Change – for Leaders

Given today's global economy and fierce competition in all industries, mergers, acquisitions, reorgs, and downsizing are frequent workplace events. To remain competitive, change is inevitable, and it can be intensely stressful. Uncertainty can create anxiety. Changes can create loss. One of the most challenging aspects of being a manager or supervisor is helping your employees during times of change. When you are able to provide leadership—and we'll be focus on exactly how you do that—you will not only survive change.



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Personal Development

Achieving Success and Happiness by Using Your EAP

This training will help you to:

- Describe the Employee Assistance Program (EAP)
- Identify what types of concerns the EAP addresses
- Explain what to expect when using the EAP
- Explain the assessment process

Minimizing and Resolving Conflict

We can be surrounded by conflict, both at work and in our personal lives. Most of us think negatively about conflict: it's bad, causes friction in relationships, can be "ugly," and should be avoided at all costs. Did you know that depending on how we view and deal with it, conflict can actually be an opportunity for better understanding by learning about yourself and others, personal and professional growth, and stronger relationships?

There are also effective communication techniques we can use to minimize conflict.

Putting Your Exceptional Self Forward

Consider a bit of advertising history, particularly "branding." Think for a minute of the smart phone or tablet you use. Does it have that apple with a bite in it? How about the coffee you drink, the car you drive, the search engine, and computer you use? Now consider this: Do you have a brand? Do you display a clear, distinct, well thought out image that projects what you want others to know about? Why not learn from these successful companies—why not craft your own personal brand that promotes the image you want others to have about you?

The Power of Positive Thinking

Are you a "half-glass full" kind of person? If so, that's great! Positive thinking means focusing upon thoughts, words, and images that are conducive to personal growth, adaptation, and success. Positive thinking is the expectation of favorable results and a successful outcome. It is a focus on the good—or at least the neutral—aspects of a situation, rather than the bad. Positive thinking involves considering real solutions, active problem solving, and the use of objectivity and logic.

Using Positive Strategies to Navigate Change

Change is normal, natural, and inevitable. Think about change in the workplace. In your personal life. With technology. You have a choice in how you handle change. Being able to successfully navigate life's changes is an ongoing process.



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General Health and Wellness

Achieving Optimal Health and Well-Being

This training will help you to:

- Identify the seven pillars of health
- Implement ways to reach optimal health within each pillar
- Determine the connection between pillars
- Describe the barriers to change health behavior
- Explain strategies for achieving and maintaining a healthy lifestyle

An Introduction to Teens and Alcohol Use

Adolescence is marked by dramatic changes for both parent and child. We will discuss these changes and how they affect you, including the risk for underage drinking.

Eating Healthily and Reducing Stress

Eating healthy and managing stress are keys to being in your best health. When you develop a healthy lifestyle, you can prevent and reduce your risk for medical issues, such as obesity, heart disease, Type 2 diabetes, sleep apnea, and high blood pressure.

How to Stay Healthy During Coronavirus

Identifying Signs of Addiction in a Loved One

There are key signs to consider if you think a loved one may have an addiction. This webinar will provide an overview to this complex situation and options to consider when looking for help.

Successfully Making and Maintaining a Healthy Lifestyle Change

Making a choice is hard sometimes—but it's also part of making change. And change, as we all know, can be difficult. The ability to choose and to change, is part of our responsibility to ourselves and to our loved ones.

Successfully Quit Tobacco Use

If you have ever tried to quit smoking or other tobacco, you know just how difficult it is. Because nicotine is so addictive, quitting often requires several attempts. The good news is that whenever someone stops using tobacco, their health begins to improve—almost immediately.

Tired of Being Tired? Sleep Better!

Adequate sleep is not optional; it's a biological necessity—essential for good health, mental and emotional functioning, and safety. Sleep helps improve cognitive function, productivity, performance, and resilience.

How to Stay Healthy During Coronavirus

Work/Life Issues

Achieving Romantic Relationship Success

Why do some marriages and committed relationships succeed and others fail? What can couples do to reduce the risk of failure in their own relationships?

Achieving Work/Life Synergy

Most people find work/life balance very difficult, if not impossible, to achieve. In this seminar we will focus on a different approach to work/life that involves the concept of synergy. Creating work/life synergy will provide a foundation for a meaningful life resulting in joy and satisfaction.

Caring for an Aging Loved One

There are more than 65 million caregivers in the U.S. providing care to loved ones who are ill, disabled, or aging. Caregivers throughout the nation may be feeling stressed and overwhelmed in their attempt to assist an elder. Understand that you're not alone in dealing with this issue. We will explore options for providing caregiver assistance.

Losing a Loved One to COVID19

Parenting During Coronavirus



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Workplace Issues

Effective Workplace Communication

Think about how much of our lives is spent communicating with other people—exchanging ideas, arguing, chatting, listening, giving information, gossiping, asking questions, and voicing our opinions and feelings. Good interpersonal communication is the cornerstone of a successful organization; when communication fails, productivity breaks down. It is essential for relating to and working well with other people.

Flourishing in a Multigenerational Workplace

Several generations with differing values, views, ambitions, and mindsets overlap in the workplace today. This can give rise to frustration, conflict, and misunderstanding. Yet each generation has something worthwhile and exciting to offer.

Job Burnout: Prevention and Recovery

Stress will happen—it's inevitable at work and in our lives. But burnout is different. It can happen over time when stress is relentless, and our coping resources become depleted. There are certain conditions that make us more vulnerable to the effects of stress and eventually even burnout. But there are things you can do to avoid burnout or stop the progression and regain your energy and enthusiasm for your work/life.

Positive Strategies to Work with Challenging People

We all have to deal with challenging people in our lives whether it is someone that we work with, live with, provide services for, or are related to. Some of us rarely encounter these individuals while others have to contend with a challenging person every day. However, there are strategies to help you think differently and respond more effectively when you interact with a challenging person.

Prioritize at Work to Reduce Stress and Increase Productivity

This training will help you to:

- Develop a to-do list to accomplish the most important tasks
- Eliminate time-wasting activities and make better use of time
- Increase efficiency by becoming more organized
- Achieve a healthier balance between work stress and self-care

Substance Use Awareness and Assistance

Ask yourself the following questions: Are you using drugs or alcohol—on or off the job—or are you aware of substance use among fellow employees? The reality is that substance use—on or off the job—can negatively affect the work environment. When drug or alcohol use occur anywhere in the company, all employees feel the effects. That makes drugs and alcohol in the workplace everybody's problem and everybody's business.

Successful Team Building – Improve Communication Skills

Arguably, the most important teamwork skill is the ability to communicate effectively. Being an effective team member starts and ends with communication. It is crucial to be able to communicate clearly, openly, and honestly about ideas, recommendations and concerns with other team members. It is just as important to be able to listen attentively and respond objectively with helpful feedback.



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Successful Team Building Through Self-Empowerment

Empowerment is the cornerstone of team building. It's a feeling of personal ownership and accountability. It means each team member takes an active role in the functioning of the team. Empowered team members feel free to initiate decisions about their work with a sense of responsibility, good judgment, pride, and confidence. A self-empowered individual has the best chance of accomplishing personal and career goals, developing and maintaining healthy relationships, and demonstrating competence and superior quality of work.

Successful Team Building Through Team Empowerment

A team is a group of people pooling their skills, talents, experience, and knowledge together in a cooperative endeavor with a shared vision. An empowered team recognizes, values, and utilizes the team's diversity to maximize the effective and creative achievement of its mission and goals.

Supporting Gender Identity in the Workplace

There's a positive global trend to make workplaces more inclusive of all diversity. We'll discuss the basis of gender and sexual identity conflicts and sensitize attendees to their own behavior that may seem discriminatory to co-workers who have a different gender or sexual identity from theirs.

The Benefits of Communicating Assertively

Assertiveness is an important life skill that can be learned and maintained with practice. Assertiveness is the ability to express your thoughts, feelings, beliefs, and needs directly, openly, and honestly, in a manner that is appropriate and respectful of yourself and others. There can be many reasons that this can be very challenging, such as cultural norms and traditions.

Thrive Through Organizational Change with Resilience

When unexpected and unwelcome change hits us—like losing your job due to organizational downsizing—it can feel like a huge barrier has been erected across the path we're on. This is called shock change. Our lives suddenly feel disrupted and turned upside down. We may feel out of control and confused. This workshop is designed to help you begin the process of transition through a major organizational change.

Tips or Strategies to Be a Successful Telecommuter

Telecommuting has amazing benefits—for communities, for employees, and for employers. It gives people more control over their time, reduces all that time wasted in commuting, and cleans up the environment.

Workplace Etiquette

Different work settings may define workplace etiquette somewhat differently. Think about your office environment and how you define workplace etiquette. What behaviors are acceptable at work? What behaviors are not acceptable at work? Do you (individually) have even more specific expectations of workplace etiquette? Are different behaviors acceptable if one person does it versus if another person does it? Do traits such as where we were brought up effect how we define workplace etiquette? Could there also be generational, cultural, or other differences?