THE UTE LETTER

November 11th, we celebrated **Veteran's Day**. A day to honor our Veterans and show them our appreciation. We are proud to have the following Veterans as part of our NCU family:

Gary Bohlin	Navy
Vern Christiansen (retired)	Navy
Max Davis (retired)	Navy
Herman Gawart (retired)	Army
Jerry Gieseking (retired)	Navy
Dean Hauptman (retired)	Navy
Rich James (retired)	Navy
Dean Johnson (retired)	Army
Tom Lant (retired)	Nat Guard & Army
Ken Maybee (retired)	National Guard
Dave Messing (retired)	Army
Don Poggemeyer (retired)	National Guard
Al Rivett (retired)	Navy
Bernard Schmitz (retired)	Army
Reno Stitt	Air Force
Bryan Turner	Air Force
Mike Wells	Air Force

Thank you for your service and dedication to our country!

PIG OUT DAY
is DECEMBER 7th
Please bring a dish to share and join in the feast!!

FROM THE DESK OF JEFF KOHRS:

I would like to welcome Jerry Whitehead to the company. Jerry has been hired as the Wastewater Plant Superintendent and began working for us on November 13th. Please take time to introduce yourself to Jerry when you get a chance.

We have started to see an uptick in Natural Gas prices so far this fall. The cold weather and some lower than normal storage reports have probably contributed to the higher costs. We will hope that future pricing remains affordable.

Thanks to all who helped with the scarecrow display. Even though the display didn't place, I thought it looked great and it was a nice tribute to "Shoey".

In years past we have had a great response to our "Christmas Family" project. Mary Lynn will be coordinating this again and will be asking for your help. If you are able, please consider contributing to this very worthwhile project and help a family less fortunate.

I hope that everyone will have a great Thanksgiving and you are able to spend time with family and friends. We live in a great country and have so much to be thankful for.

Please work safely and let's be careful out there.

ELECTRIC DEPT:
Carl Abbott

Where did the fall weather go? It really wasn't too long-ago Husker fans just wanted the season to end. Now with the weather change, and we have "FROST" we want to reverse it. I recently had a co-worker ask if I could say something nice about the Hawkeyes, so here goes. The Hawkeyes are having a great season. I really wanted them to win the rest of their games up to the Husker game, but Iowa forgot about Northwestern. It looks like it could be another late season let down for Iowa. They will go to a bowl (Huskers will not) and we will have to suffer watching them. I do think our game will be very interesting with their defense and our offense. Good L--- Hawkeyes. That is just too hard to say. LOL.

The change of weather always seems to energize everyone's immediate needs for electric service. Even though it usually comes about the same time every year. Due to the cold weather and frost, the guys will be working to get underground services into the Sr. Housing Project, and a couple of houses in Palmyra and Bennet. We have a lot of construction to take care of and terminate to complete moving forward. Thank You guys for the good work in replacing the 3-phase power pole run over by the semi last Friday. Great Job!

The holidays are just around the corner and it is very easy to get distracted in our daily work, please remember to use tailgate sessions and communicate your job safety knowledge. I want to sincerely wish everyone a Happy and Blessed Thanksgiving and I am hoping you all get to enjoy your family and loved ones.

GAS AND WATER DEPT:
Bryan Turner

Well the cold got here a lot earlier than expected or wanted. Now everyone is in a hurry to get things done before the frost starts getting in the ground and the weather decides everyone should be done for the year.

Dan and Ron's crews have been busy with maintenance projects, gas services, and working on the 4th Corso and the 9th Street Lift Station Projects. Brad has been busy with locates as usual, but also working on the GIS system and helping the Electric Department with setting up and getting their mapping going on the system. John has been bouncing around in a lot of different directions with walking the gas lines, mowing, watering, helping with locates, and anything else I can think of. Tommy has been busy with the lift stations. It seems like they know it's starting to get cold, so a lot of little things have been coming up. He's also flushed out some lines making sure the Waste Water Plant is getting regular deliveries. Shawn has been keeping up on everything in the Meter Shop and is now out trying to thin the deer population. With colder weather upon us let's make sure our equipment and vehicles are ready for it and pay attention to cold weather safety issues. Everyone, have a great Thanksgiving.

LORI NEEMAN:
Just a reminder to **PLEASE** return your United Way and Community Charity cards ASAP.

For all eligible employees, enrollment forms found in your **Open Enrollment** packets from the November 20th employee meeting, need to be returned to me by Wednesday December 5th, 2018. If you are enrolling, changing benefits, or waiving benefits please return the signed from to me by **Wednesday December 5th, 2018**. Thank you.

SERVICE DEPT:
Mary Lynn Hall

We as a company will be sponsoring a family through the Angel Tree Program for Christmas again this year. We will be receiving the information about our family soon. I will have the family's needs with a sign-up sheet available at the Service Dept. If you would like to help sponsor this family, either by gift or monetary donations, it would be greatly appreciated. Our generosity in the past years have been amazing and I hope we can all help out again this year. The Angel Tree Program helped out about 200 families last year. Thank you in advance for your generosity.
Happy Thanksgiving to all of you and your families. Have a safe and blessed holiday.

STORES DEPT:
Sharon Smulling

Things here in the Stores Department remain busy. We will be having our inventory soon. Tony is in the process of labeling the warehouse. With our new inventory software, we now have the ability to label rows as well as shelves. Look for changes, hopefully with this change, the physical counts will be easier. I would also like to welcome Jerry Whitehead to our Team! Have a "Tasty" Thanksgiving 😊.

WATER PLANT:
Mark Lant

Hello and Greetings from us Turkeys up here at the Water Plant. We hope that everyone's month is off to a great start. We have been keeping busy lately preparing for the colder weather and have been replacing some of our Heaters here at the plant. Aside from that we are also able to get back into the Wellfield again now that the water has re-ceded. It will be nice to get back into a more normal routine. The guys are continuing to do a great job and it's much appreciated.

Also, a thank you to Gary B. for his continued efforts here in getting us updated on our control panels. Be Blessed everyone, have a wonderful Thanksgiving, and a special Thanks to all of our Veterans who have sacrificed so much so that we can have all the opportunities that we have in this Great Country!!

DECEMBER BIRTHDAYS:
Casey Borer	12-17-1978
Craig Davis	12-23-1958
Jon Griebe	12-12-1991
Mike Wells	12-01-1955

DECEMBER WORK ANNIVERSARIES:
Dan Patton	12-20-1976
Adam Schlorholtz	12-02-2013
Karen Tift	12-27-2016
Bryan Turner	12-18-1989
Jacob Walters	12-01-2017

NEW EMPLOYEE SPOTLIGHT:
My name is John Stidd. I am the new guy at the Waste Water Treatment Plant. I previously worked for 10 years at Roofer's Inc. and 11 years at Honeywell as a Supervisor. I am married to Deborah. We have three children, Ashley Oaks 26, John Stidd III 21, and Josh Stidd 18. I enjoy spending my time watching Husker football and fishing.

National Cyber Awareness System:

ST15-003: Before You Connect a New Computer to the Internet
12/15/2015 06:07 PM EST

Original release date: December 15, 2015 | Last revised: October 29, 2018

Why is computer security important?

Because computers play such critical roles in our lives, and because we input and view so much personally identifiable information (PII) on them, it's imperative to implement and maintain computer security. Strong computer security ensures safe processing and storage of our information.

How can I improve my computer's security?

The following are important steps you should consider to make your computer more secure. While no individual step will eliminate all risk, when used together, these defense-in-depth practices will strengthen your computer's security and help minimize threats.

- **Secure your router.** When you connect a computer to the internet, it's also connected to millions of other computers—a connection that could allow attackers access to your computer. Although cable modems, digital subscriber lines (DSLs), and internet service providers (ISPs) have some level of security monitoring, it's crucial to secure your router—the first securable device that receives information from the internet. Be sure to secure it before you connect to the internet to strengthen your computer's security. (See Securing Your Home Network for more information.)

- **Enable and configure your firewall.** A firewall is a device that controls the flow of information between your computer and the internet. Most modern operating systems (OSs) include a software firewall. The majority of home routers also have a built-in firewall. Refer to your router's user guide for instructions on how to enable your firewall and configure the security settings. Set a strong password to protect your firewall against unwanted changes. (See Understanding Firewalls.)

- **Install and use antivirus software.** Installing an antivirus software program and keeping it up-to-date is a critical step in protecting your computer. Many types of antivirus software can detect the presence of malware by searching for patterns in your computer's files or memory. Antivirus software uses signatures provided by software vendors to identify malware. Vendors frequently create new signatures to ensure their software is effective against newly discovered malware. Many antivirus programs offer automatic updating. If your program has automatic updates, enable them so your software always has the most current signatures. If automatic updates aren't offered, be sure to install the software from a reputable source, such as the vendor's website. (See Understanding Anti-Virus Software.)

- **Remove unnecessary software.** Intruders can attack your computer by exploiting software vulnerabilities, so the fewer software programs you have installed, the fewer avenues there are for potential attack. Review the software installed on your computer. If you don't know what a software program does, research the program to determine whether or not the program is necessary. Remove any software you feel isn't necessary after confirming it's safe to remove. Back up important files and data before removing unnecessary software to prevent accidentally removing programs that turn out to be essential to your OS. If possible, locate the installation media (e.g., CD) for the software in case you need to reinstall it.

- **Modify unnecessary default features.** Like removing unnecessary software, modifying or deleting unnecessary default features reduces attackers' opportunities. Review the features that are enabled by default on your computer, and disable or customize those you don't need or don't plan on using. As with removing unnecessary software, be sure to research features before modifying or disabling them.

- **Operate under the principle of least privilege.** In most instances of malware infection, the malware can operate only using the privileges of the logged-in user. To minimize the impact of a malware infection, consider using a standard or restricted user account (i.e., a non-administrator account) for day-to-day activities. Only log in with an administrator account—which has full operating privileges on the system—when you need to install or remove software or change your computer's system settings.

- **Secure your web browser.** When you first install a web browser on a new computer, it will not usually have secure settings by default, you will need to adjust your browser's security settings manually. Securing your browser is another critical step in improving your computer's security by reducing attacks that take advantage of unsecured web browsers. (See Securing Your Web Browser.)

- **Apply software updates and enable automatic updates.** Most software vendors release updates to patch or fix vulnerabilities, flaws, and weaknesses (bugs) in their software. Intruders can exploit these vulnerabilities to attack your computer. Keeping your software updated helps prevent these types of infections. (See Understanding Patches and Software Updates.) When setting up a new computer, go to your software vendors' websites to check for and install all available updates. Many OSs and software programs have options for automatic updates. Enable automatic updates if they are offered; doing so will ensure your software is always updated, and you won't have to remember to do it yourself. Only download software updates directly from a vendor's website, from a reputable source, or through automatic updates.

What are some additional best practices I can follow?

There are other simple practices you can follow to improve your computer's security.

- **Use caution with email attachments and untrusted links.** Malware is commonly spread by users clicking on a malicious email attachment or a link. Don't open attachments or click on links unless you're certain they're safe, even if they come from a person you know. Be especially wary of attachments with sensational names, emails that contain misspellings, or emails that try to entice you into clicking on a link or attachment (e.g., an email with a subject that reads, "Hey, you won't believe this picture of you I saw on the internet!"). (See Using Caution with Email Attachments.)

- **Use caution when providing your information.** Emails that appear to come from a legitimate source and websites that appear to be legitimate may be malicious. An example is an email claiming to be sent from a system administrator requesting your password or other sensitive information or directing you to a website that requests your information. Online services (e.g., banking, ISPs, retailers) may request that you change your password, but they will never specify what you should change it to or ask you what it is. If you receive an email asking you to change your password, visit the site yourself instead of clicking on any link provided in the email. (See Avoiding Social Engineering and Phishing Attacks.)

- **Create strong passwords.** Use the strongest, longest password or passphrase permitted. Don't use passwords that attackers can easily guess, like your birthday or your child's name. Attackers can use software to conduct dictionary attacks, which try common words that may be used as passwords. They also conduct brute force attacks, which are random password attempts that run until one is successful. When setting security verification questions, choose questions and answers for which an internet search would not easily yield the correct answer (e.g., your pet's name). (See Choosing and Protecting Passwords.)