



Quotes, Notes & Anecdotes

Monthly Employee Newsletter Published by the Department of Administration
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Employee of the Month

CPRB's Miller Goes Extra Mile in Work and Life



Alysia Miller
July Employee
of the Month

Alysia Miller, a paralegal for the Consolidated Public Retirement Board (CPRB), has been selected as the Department of Administration's *Employee of the Month* for July.

A state employee for 15 years, her duties include assisting in-house legal counsel with legal research, as well as drafting legal documents, correspondence, and member appeals. She also organizes and maintains legal records, helps retirement plan members obtain court order approval by the Board, monitors

criminal cases against state employees, addresses questions from Board staff about legal documents or issues, and responds to public Freedom of Information Act requests.

"She is always going the extra mile to make sure her work is correct and complete and that all questions or issues are addressed and answered," said the co-worker who nominated her. "She is one of those people that others are drawn to. She is absolutely delightful. She is always promoting a positive image of the agency by being positive herself."

When she's not working, Miller enjoys traveling, trying new foods (especially ethnic varieties), visiting family and friends, gardening, and hanging out with her two dogs.

Miller will be joined by friends and co-workers at a special ceremony presented by Cabinet Secretary Allan McVey on Friday, July 16, 2021, at 11:00 a.m. at the CPRB offices in Kanawha City.

Renovated State Capitol Dome and Chandelier Restoration Celebrated

Not only was West Virginia's birthday celebrated last month on June 20, 2021, but Department of Administration Cabinet Secretary Allan McVey joined Gov. Jim Justice for a special presentation to celebrate the completion of renovations to the gold dome atop the Capitol building. The project began after cracks were discovered in the dome's rotunda in 2016, posing a significant threat to the building. The area was immediately closed for further investigation, and water damage was found between the inner and outer domes due to a failure in the drainage system.

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SNEAK PEEK

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Department of Administration Participates in Governor's Internship Program with Four Interns

The Department of Administration is pleased to continue hosting summer interns this year through the Governor's Internship Program. This year's four interns include Samuel Bostic, Braden Phillips, Zachary Wynn, and Antoinette Yoakum.

Samuel Bostic, a South Charleston resident, is a rising sophomore political science major and ROTC cadet at West Virginia University (WVU). He is interning with the Public Employees Insurance Agency (PEIA).

"I hope to gain insight into legal matters as well as just all-around experience from my internship with PEIA," Bostic said. "I look forward to working with a good group of people and all the knowledge that will come with it."

Braden Phillips, a Charleston resident, is a marketing major at WVU. He is a second year intern with the Purchasing Division, this year serving its West Virginia State Agency for Surplus Property unit, where he is responsible for promoting the public sales and federal surplus programs while increasing outreach to eligible organizations.

"This is my second year working as an intern with the state," Phillips said. "By working with Surplus, I hope to improve my professional communication skills in regard to marketing and continue to develop my professional growth."

In addition to Phillips, the Purchasing Division is also hosting a technical intern this summer. Zachary Wynn, a fourth year intern and resident of Dixie, WV, is studying computer science and mathematics at Marshall University. Wynn assists with technical projects that include building upgrades and maintenance, updating the website,



The Department of Administration is hosting four interns this summer. They include (back row, left to right) Zachary Wynn, Braden Phillips, (front row, left to right) Antoinette Yoakum, and Samuel Bostic.

and setting up and running public bid openings.

"By working for the Purchasing Division, I am hoping to gain experience in my field of study as well as a better understanding of the workplace and state government as a whole," Wynn said.

Lastly, Antoinette Yoakum, an intern with Public Defender Services, is a sophomore at WVU studying criminology with minors in forensic investigative studies and law and legal studies. Yoakum currently resides in Charleston.

"I hope to gain experience and knowledge about the type of work a public defender does on a day-to-day basis, along with what qualities go into being a good public defender," Yoakum said.

New Law Renames CTO Title, Expands WVOT's Focus

The West Virginia Office of Technology (WVOT) will see some changes July 7, 2021, when Senate Bill 486 goes into effect. The bill was passed during the 2021 Legislative Session.

Among the changes is a new title for Joshua Spence, currently serving as the state's Chief Technology Officer (CTO). His title will change to Chief Information Officer (CIO).

West Virginia had been one of only a few states left using the title of "CTO" for the head of the state's technology agency. In the technology industry, there is a difference between the duties of a CTO and CIO, and the CIO title better reflects the agency and state's mission.

SB 486 also updated and cleaned up language contained in the law governing WVOT, which had been untouched since 2006. Technology changes quickly and has changed since significantly that time. The bill represents a larger strategic vision for the state and is part of a plan to improve the

state's use of technology statewide.

Spence said he has four goals as the WVOT begins work under the new legislation. He wants to improve digital government, optimize technology, modernize enterprise services, and increase cybersecurity.

"The change in law more clearly outlines the strategic role of the Office of Technology and allows the office to look for technology benefits for the entire state and not just immediate needs," he said.

Additionally, the bill adds the authority to request resources for technology through a federal program for cybersecurity. This is an existing program through the Department of Defense called Innovative Readiness Training that provides federal personnel to assist state and local governments in several areas, including cybersecurity.

Public Defender Services Announces Creation of 20th Public Defender Corporation in the State

Public Defender Services (PDS) has announced the development of a new Public Defender Corporation (PDC). The PDC, located in Monongalia County, will become the 20th PDC statewide, serving the Seventeenth Judicial Circuit. Its Board of Directors and staff, led by Michael D. Simms, Esq., will provide timely, cost-effective legal representation to individuals in criminal proceedings, as well as treatment services.

Services provided by PDCs extend beyond legal representation. According to PDS Executive Director Dana Eddy, they provide a platform from which to launch programs that address the underlying causes of a person's intersection with the criminal justice system, with the goal to reduce the risk of relapse and recidivism. While treatment programs may vary, they can include counseling, peer support, and job-specific training.

The Monongalia County PDC will

also have the unique opportunity to partner with the state's only law school, West Virginia University School of Law, to provide mentorship and learning opportunities to its young lawyers-to-be, as well as offer competitive pay and benefits to those wishing to enter the field of public defense upon graduation. This collaboration will bolster individuals' knowledge by allowing them to experience firsthand the legal work environment and courtroom proceedings, which helps new lawyers effectively transition into the real-world practice of law.

Once the Monongalia County PDC becomes operational, its employees will have the support of the PDC Research Center. The Center, which provides administrative support to all PDCs, employs a criminal justice specialist with which PDCs can consult on mitigation efforts and treatment plans, and provides a forum for PDCs across the state to discuss their individual needs,

challenges, and/or resolutions with one another.

The goal of all PDCs for their clients is the eventual, meaningful re-entry into the community, said Eddy. The Monongalia County PDC, with the PDC Research Center's support, will work to advance that mission, as well as provide a voice for the local criminal defense bar in support of programs in the community that will better serve the needs of clients who face unemployment, substance use issues, or other barriers to re-entry into the community.

"I am indebted to Gov. Justice and his administration for their support of our agency's efforts to ensure the adequate funding of indigent defense and to ensure that the state of West Virginia is meeting its constitutional obligations in the most meaningful manner," Eddy continued.

GSD Seeks Trees for Capitol Campus Holiday Display

While the summer heat makes winter seem far away, the General Services Division (GSD) is already hard at work planning for holiday decorations. This time of year, GSD begins its search for the perfect holiday trees to be displayed on the Capitol Campus.

"The selection process is very detailed, but we are hoping to drum up more interest this year, despite the many challenges faced with transporting and displaying such a large tree," said GSD Grounds Manager John Cummings, who organizes the tree selection.

The ideal tree should stand between 25- to 30-feet tall and must be uniform in shape since the circumference of each tree will be fully decorated. There must also be enough accessible and level ground for the Division of Highways' truck to enter and exit the property to remove the tree, and no utility poles or meters should be in the area of pickup.

The trees displayed last winter included one provided by Raymond and Melinda Dowdy of Tornado, WV. Mr. Dowdy, a Navy veteran, donated the north plaza tree in honor of all veterans across West Virginia.

The second tree, which was placed just south of the Greenbrier/Washington St. entrance, was from Crickmer Tree Farm in Danese, WV, owned by Al and Louise Tolliver.

If you or someone you know would be interested in donating a tree, please contact the GSD Service Desk at 304.352.5483.



Each year, the General Service Division transports, decorates, and displays trees on the north and south plazas of the Capitol Campus as part of the holiday season. Planning for this project begins in the summer.

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Veteran-Owned Small Businesses Now Eligible to Acquire Federal Property through WVSASP

With the passing of the Veterans Small Business Enhancement Act of 2018, veteran-owned businesses now have access to retired federal property. The West Virginia State Agency for Surplus Property (WVSASP), which is overseen by the Purchasing Division, has been granted the authority to administer this program in West Virginia.

“While it took time for the procedures to be enacted, the program is finally active and we are excited to help West Virginia veterans acquire federal surplus

property for their small businesses,” said WVSASP Manager Elizabeth Cooper.

Eligible veteran-owned small businesses must be registered with and verified through the U.S. Department of Veterans Affairs first. Once they have completed this step, they can submit an *Application for Eligibility* with WVSASP.

To help educate veterans on this program, WVSASP hosted a webinar in March. During the presentation, WVSASP staff members explained how individuals can confirm their reg-

istration with the U.S. Department of Veterans Affairs, how to screen federal property online, and the compliance requirements they will need to follow when property is obtained. A recording of this webinar is available for on-demand viewing at <https://youtu.be/t2unlx7S2oA>.

For more information on this program and how West Virginia veterans can participate, visit WVSurplus.gov and select “Veterans” on the left side menu.

Registration Now Open for Division of Personnel’s 2021 Second Semester Virtual Trainings

The Organization and Human Resource Development (OHRD) section of the Division of Personnel (DOP) has posted the second semester list of virtual trainings on its website, and the courses are open for registration.

The sessions, scheduled for July through December 2021 and open to any state employee under the DOP’s purview, include topics such as avoiding burnout, digital communication, and leadership in a post-pandemic world. Additionally, an option to participate in a fully online program for the Supervisor/Manager Training (DOP-P18) will soon be available.

“OHRD staff members have been working hard to develop a variety of virtual trainings, particularly those that will allow supervisors and managers to obtain compliance with the Supervisor/Manager Training Program Policy (DOP-P18). We will be releasing Attendance Management as an online course soon, and with its inclusion in our current online and virtual offerings, supervisors and managers will have a fully online compliance path for DOP-P18,” said Dr. Bobbie Wisniewski, assistant director for OHRD.

A list of classes and detailed course descriptions, schedules, and requirements can be found at <https://personnel.wv.gov/ohrd/learning/alphabeticalistofprograms/Pages/default.aspx>. Employees may also log in to the State’s Learning Center directly at www.onlinelearning.wv.gov for registration.

Contact OHRD at dop.registrar@wv.gov if you have any questions or a class you need is full. OHRD also recommends reviewing the *Virtual vs On-line Courses* guide and enroll in the five-minute online module, *How to Be Successful in a DOP-OHRD Virtual Class*, prior to taking your first virtual training.

CPRB Hosts Staff Luncheon to Review Legislative Updates



CPRB held a Lunch and Learn event for its employees to discuss bills passed in the Legislature, using the “Bill” from the TV show *Schoolhouse Rock* for entertainment. Deputy Director Terasa Miller and Executive Director Jeff Fleck are pictured here with “Bill.”

WV Chief Information Officer Nominated for National Recognition of Top Leaders in State Government

Chief Information Officer Joshua D. Spence, CISSP, was recognized as one of the top leaders in the state government community with a nomination for the Golden Gov award as part of the 2021 StateScoop 50 Awards.

The Golden Gov award honors individuals who aspire to bring innovative ideas to the table to help mold and shape the technology landscape while also inspiring others to engage in those efforts.

Spence was named Chief Information Officer (previously Chief Technology Officer) for West Virginia in November 2018 and has led efforts in rapid technology modernization focused on digital government, technology optimization, enterprise services, and cybersecurity. Under his leadership, the state has shown significant agility in leveraging technology in response to the COVID-19 pandemic. Prior to his appointment, he served as the state's chief information security officer.

"I am honored by the nomination, but I feel this is only further indication that West Virginia is a leader in the nation," Spence said.

There are six categories for the StateScoop 50 Awards to which individuals and programs could be nominated. In addition to the Golden Gov award, they include State Leadership, State IT Innovation of the Year, State Up and Comer, State Cybersecurity Leader of the Year, and Industry Leadership. To be nominated for an individual award, the nominee's accomplishments must have occurred between March 2020 to present, and any current government program could be nominated for the program award.

In addition to Spence's nomination, other West Virginia nominees included Secretary of State (SOS) CIO David Tackett for State Cybersecurity Leader of the Year and the SOS Enterprise Registration Licensing System for State IT Innovation of the Year.

While none of the nominees from West Virginia were selected as a winner, the Department of Administration would like to congratulate these individuals for being nominated as part of the best and the brightest who make state government more efficient and effective.



DOME

Continued from Page 1

Scaffolding was erected inside and outside of the dome, and other support walls and structures were created to prevent the dome from falling as the work was completed. A weather cover on the outside scaffolding that blocked the view of the dome has been removed, along with the scaffold on the interior.

The dome is now structurally sound and has been completely restored with new gold leaf, paint, and tiles. The lights and statues in the rotunda were refurbished as part of the renovation, and the marble was polished.

The chandelier in the rotunda was given a complete restoration during the project and has been re-hung from the ceiling.

"We owe it to our citizens to make sure the whole Capitol complex is in good condition," McVey said. "We now have good preventative maintenance plans in place, not only for the dome, but for all our buildings. We feel that is the responsible thing to do for our citizens."

The large images of the original Capitol construction that covered the support walls in recent years have been moved to the West Virginia Culture Center as part of an exhibit.

Pleasant Begins Work as Parking Services Manager

A Charleston native has come home to take the helm of Parking Services for the state of West Virginia.

Ronald Pleasant started as parking manager at the Real Estate Division on June 7, 2021, after spending 27 years in Kentucky. He has worked in management for more than 30 years and has a background in finance and retail. He was branch manager at PNC Bank in Louisville, Kentucky, as well as a manager at Kroger in Louisville, Kentucky, and Walgreens in Charleston, West Virginia.

Pleasant is a graduate of West Virginia State University (WVSU), where he majored

in education and minored in business. He was a national champion high jumper at WVSU and inducted into the school's Hall of Fame in 1991.

"I'm a team player who enjoys a challenge. I look forward to bringing my experience and passion to the Real Estate Division, while working closely with everyone to make a difference," he said. "I want to be fair but firm. I want to keep everything running as smoothly as possible."

Parking Services oversees 2,605 parking spaces and 3,000 metered spaces for the Capitol Campus.



Ronald Pleasant
Parking Services,
Real Estate Division

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Online Trainings Available from EEO Office

The Equal Employment Opportunity (EEO) Office would like to remind Department of Administration employees that it offers several on-demand trainings through the state's online learning management system, Course-Mill, at www.onlinelearning.wv.gov. These trainings, while not required, are an important resource offered by the EEO Office.

Currently, there are five online courses available:

- Facing Bullying at Work, Course ID: EEO001
- Valuing Diversity at Work, Course ID: EEO002
- Mastering the Respectful Workplace, Course ID: EEO003
- The Manager's Role in Promoting the Respectful Workplace, Course ID: EEO004
- Workplace Harassment, Course ID: EEO005

Employees are also encouraged to save the date for EEO's upcoming conference on Thursday, September 16, 2021. This year, the conference will be offered virtually. Registration for this conference will begin on August 3, 2021.

For more information, visit the EEO website at <http://eeo.wv.gov>.

EEO Conference

Save the Date

September 16, 2021

Welcome! ... The Department of Administration is pleased to welcome **Maria Yoakum** (Finance); **Lori Harper** (Fleet); **Timothy Lee** (General Services); **Kathleen Craddock** (Grievance); **Kayla Smith** (PEIA); **Graham Platz** (Public Defender Services); and **Jessica Hovanec** (Purchasing).

Best Wishes ... to **Lisa Worlledge** (Finance) and **Jennifer Pritchard** (Grievance), who recently resigned from our department.

Happy Retirement! ... After years of hard work and dedication, we would like to wish **Randall Arbogast** and **Cris Spradling** (Technology) the very best during their retirements.

PEIA Reminder ... Members of the Public Employees Insurance Agency (PEIA) are reminded that the plan for Fiscal Year 2022 is now in effect as of July 1, 2021. To review the PEIA health plans for Fiscal Year 2022, visit peia.wv.gov or call 1.888.680.7342.

Got News? ... Share YOUR good news with all of your department co-workers! Email Samantha.S.Knapp@wv.gov with detailed information so we may include it in the next issue of the newsletter.

HAPPY BIRTHDAY ... in JULY

Below is a list of Department of Administration employees celebrating their birthdays during the month of July:

Lori Bailey.....BRIM	Tom Miller..... PEIA
Carl Baldwin.....BRIM	Nicole Spears.....PEIA
Marilyn McMinn.....BRIM	April Taylor.....PEIA
Timothy Abraham.....CPRB	Christie Yarbough.....PEIA
Raymond Barron.....CPRB	Heather Atkins.....Pub.Def.Srvs.
John Hickman.....CPRB	James Light.....Pub.Def.Srvs.
Jennifer Holbert.....CPRB	Dana Hoffman.....Purchasing
Alysa Miller.....CPRB	Jennifer Fields.....Purchasing
Teresa Miller.....CPRB	Mitzie Howard.....Purchasing
Malechra Pannell.....CPRB	Bobby Snodgrass.....Real Estate
Paula Van Horn.....CPRB	Matthew Beckett.....Technology
Sharon Whittaker.....CPRB	Jeffrey Bird.....Technology
Sarah Jarrett.....Finance	Toney Broyles.....Technology
Patty Johns.....Finance	Jamie Cartwright.....Technology
Lora Reese.....Finance	Kevin Cecil.....Technology
Timothy Scites.....Finance	Staci Clutters.....Technology
Teresa Taylor.....Fleet	Robert Cogar.....Technology
Lori Harper.....Fleet	Kelli Doyle.....Technology
Tony Easley.....Gen.Srvs.	April Honaker.....Technology
Jesse Erby.....Gen.Srvs.	Andrew Lore.....Technology
Bob Kilpatrick.....Gen.Srvs.	Steven Martin.....Technology
John Miller.....Gen.Srvs.	Nathan Merritt.....Technology
Jeffrey Moore.....Gen.Srvs.	Shaun Neidlinger.....Technology
Limber Munoz.....Gen.Srvs.	Valerie Osburn.....Technology
Michelle Naylor.....Gen.Srvs.	Jack Pullen.....Technology
Patrick O'Neill.....Gen.Srvs.	Thomas Riddell.....Technology
Stanley Stewart.....Gen.Srvs.	Thaddeus Robinson.....Technology
George Williamson.....Gen.Srvs.	Duane Ryder.....Technology
Kenna DeRaimo.....PEIA	Ruth Shaffer.....Technology
Lee Halstead.....PEIA	Philip Skeen.....Technology
Marinda Lanham.....PEIA	Teddy Thompson.....Technology
Thomas Marchio.....PEIA	

Administrative Notes

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Jim Justice
Governor

Samantha
Knapp/
Communication
Director/Editor

Production
Jess Chambers
Courtney
Johnson
Teresa Cutlip

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