

# Quotes, Notes & Anecdotes

A Monthly Employee Newsletter Published by the Department of Administration

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## Employee of the Month

### PEIA's Chrystal Lackey Offers Services to Plan Members

**CHRYSTAL LACKEY**, an Office Assistant III for the Eligibility Unit of the Public Employees Insurance Agency, has been selected as the department's *Employee of the Month* for August.

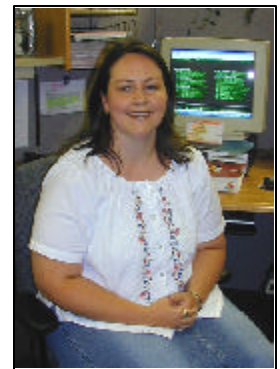
A five-year employee of PEIA, Chrystal provides data entry for new enrollments and makes any changes to existing members in the database. She serves as the eligibility representative for all state agency

participants, retirees and benefit coordinators and works closely with representatives of the managed care plans and third party administrators. In addition, she provides reporting and training functions.

According to one of her co-workers, "Chrystal is willing to go that extra mile to ensure PEIA members and their dependents have the eligibility that enables prescriptions to be filled or claims to be paid." Another co-worker adds, "The accountability of her work product is well known by all whom she serves."

In her spare time, Chrystal enjoys spending time with her husband and family and is actively involved in her church.

Chrystal will be honored during a special ceremony at 11:30 a.m. on Tuesday, August 5, at the lower rotunda of the State Capitol.



**CHRYSTAL LACKEY**  
August Employee of the Month

## It's Raining Cats and Dogs!

### Raging Floods Affect Leased State Buildings

As a result of the raging flood in Kanawha County, the State Leasing Office was kept busy providing work space for state offices that were affected. This office is responsible for leasing all types of space and land for state agencies.



The flood waters put a damper on several state offices in the Kanawha Valley, resulting in the relocation of state employees.

"We assist agencies in acquiring office space. We also have a dual role by helping them manage projects," according to State Leasing Manager Tammy King. "We co-manage projects with the General Services Division to consolidate agencies and build new state office buildings for their use."

During the most recent floods, three state office buildings were affected, all located on Greenbrier Street in Charleston. King explains

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## Sneak Peek INSIDE...

- ◆ **West Virginia Employee Communication Network: An Outlet for Ideas**
- ◆ PEIA Reveals the Top Three Health Problems of its Members
- ◆ **Part II: Traveling in West Virginia on All Budgets**
- ◆ 457 Deferred Compensation Plan Assists State Employees

# WVEC: Encouraging Employees to Share Ideas for Improvement in State Government



Many managers utilize an 'open door' policy to encourage their employees to offer innovative ideas and alternatives to the *old way of doing business*. As a firm believer in this managerial philosophy, Gov. Bob Wise could not possibly juggle more than 30,000 of his employees arriving in his doorway. However, using technology, he offered something similar.

On December 10, 2002, Governor Wise conducted a town hall meeting that was aired at 14 remote sites statewide. At this event, he discussed budgetary concerns and kicked off the arrival of the West Virginia Employee Communication Network (WVEC), a mechanism by which state employees could share their

ideas for a better government with the Governor.

"Governor Wise wanted to open up two-way communication with all public employees and welcome their ideas," said Public Information Specialist Tina Holmes of the Cabinet Secretary's Office. She joins Public Information Specialist Gretchen Chandler and Acting Communications Director David Bailey as the project team from our department. Because state employees are the individuals charged with providing the services to taxpayers, they know best how the process can improve.

Since its inception, a total of more than 1,400 suggestions have been received on the WVEC. One of the most recognized success stories thus far relates to the reduction of state-owned vehicles. As a result of suggestions offered through the network, nearly 15 percent, or 555 vehicles, have been eliminated from the state's fleet.

Our department's project team recently met with a cabinet level group, in preparation of submitting the first list of viable suggestions to the governor. The next step after submission is implementation.

Holmes states that the West Virginia Employee Communication Network is alive and well. "There are ideas currently being reviewed by state agencies. In some cases, the agency representatives had not thought of

There are ideas that are currently being reviewed by state agencies. In some cases, the agency representatives had not thought of these suggestions before. It was refreshing to get a different perspective on issues.

**Tina Holmes**  
**Public Info Specialist**  
**WVEC**

these suggestions before. It was refreshing to get a different perspective on issues," she said.

Chandler adds that several of the suggestions addressed the same issues. "There are many ways of tackling certain issues. We now have many wonderful ideas and different perspectives to possibly save money and improve government," she said.

Bailey cautions employees from using this network as a *ventline*, but rather to offer creative ways to improve services. "We understand, as with any job, there are frustrations about the way things operate," he said. "What we are looking for are real ideas and constructive suggestions that will allow us to improve state government together to better serve the people of West Virginia."

To learn more about the West Virginia Employee Communication Network or to submit your ideas for a better, more efficient government, visit its website at <http://www.wv.gov/wvecn>.

Begin challenging your own assumptions. Our assumptions are our windows to the world. Scrub them off once in awhile, or the light won't come in.

Alan Alda

## BUSINESS

### R I E F S

#### Is It Better To Give Than Receive?

We've certainly been told this time and again. Now, a new study shows that the more chores you do and the more you give through volunteering, the longer you will live. A University of Michigan study found that individuals who go out of their way to help someone else, whether it is helping another at work on a project or volunteering at a local soup kitchen, are more likely to live longer than those who do not. Do-gooders are 60 percent less apt to die over five years than those who don't offer their helping hand.

- Adapted from *Self*

# Enjoy Eastern Panhandle State Park Resort's Splendor

*[This is the second part of a three-part series relating to travel ideas in West Virginia. This information was prepared by Matt Turner of the Division of Tourism]*

Cacapon Resort State Park near Berkeley Springs is a favorite among Eastern Panhandle visitors for its scenic beauty as well as its top-notch golf course. The picturesque 47-room lodge is situated in the shadows of the imposing Cacapon Mountain and overlooks the golf course.

Cacapon offers many resort amenities at state park

prices. Guest activities within its more than 6,000 acres include golf, horse-back riding, miles of hiking trails, an organized nature and recreation program, swimming, fishing and paddle boating.

The Cacapon restaurant at the lodge is open year-round and offers a variety of delectable menu selections for breakfast, lunch and dinner. A gift shop is the perfect place to pick up collectibles and knick-knacks. Nearby Berkeley Springs provides additional recreation opportunities, including countless spas and shops.

In addition to the Cacapon Lodge, this spacious park features 13 modern cabins, including two fully accessible cabins, 12 standard cabins and cozy bungalows. The bungalows, which accommodate four, are especially affordable, renting for about \$360 per week. Standard cabins range from \$488 to \$630 per week, depending on the size, while the modern cabins are \$632 to \$946 per week, again, depending on the size.

Cacapon Lodge rates during the summer season are \$74 standard and \$78 with a golf-course view, per night. Of course, rates are even lower outside the busy summer season. Remember that during the summer, state park cabins are rented for a week at a time.

If you have never visited the Eastern Panhandle of the state, you will be amazed on how much there is to discover, from historic Shepherdstown and Harpers Ferry to quaint Berkeley Springs and scenic Cacapon. You are sure to find an outdoor activity or shopping experience that will keep the whole family happy and relaxed.

For more information on Cacapon Resort State Park, visit its website at [www.cacaponresort.com](http://www.cacaponresort.com).

*In next month's issue of Quotes, Notes & Anecdotes, the last part of this series will focus on camping in West Virginia.*

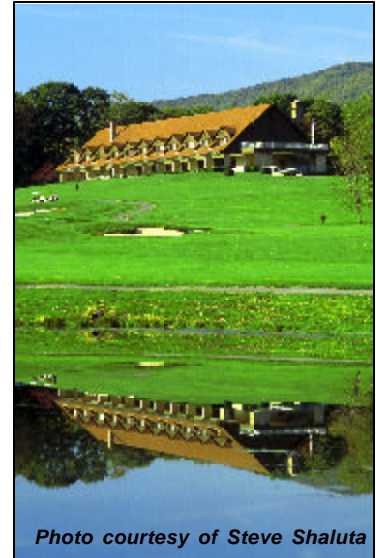


Photo courtesy of Steve Shaluta

**Cacapon Resort State Park is located on Route 1 in Berkeley Springs, WV. Call (800) 258-1022 for more information.**

## Statues of the Capitol



"The Fallen Firefighter Memorial" was erected by the West Virginia Firefighters Association on September 9, 1994. It is dedicated to all of our state firefighters who died in the line of duty.

This statue is located near the West Virginia Cultural Center on the State Capitol grounds.

## It's Time to Shop! Sales Tax Holiday Set for Aug.

Beginning at 12:01 a.m., Friday, August 1 through midnight, Sunday, August 3, the state's Sales Tax Holiday will be in effect for those who wish to purchase back-to-school necessities. Clothing, footwear, school supplies, computers and equipment (up to \$750) may be purchased without the 6 percent sales tax attached.



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**Bob Wise**  
Governor

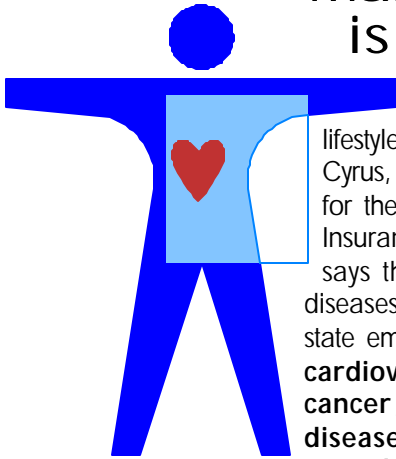
**Tom Susman**  
Acting Cabinet Secretary

**Diane Holley**  
Public Information Officer/Editor

**Special Thanks**  
Debbie Harrison  
Kaye Parks  
Lalena Price  
Sandy Singleton  
Matt Turner



# Making Lifestyle Changes is Key to Better Health



As a result of our lifestyle and culture, Tanya Cyrus, RN, Nurse Analyst for the Public Employees Insurance Agency (PEIA) says that several health diseases are affecting our state employees, including **cardiovascular disease, cancer, genitourinary disease** (kidney stones), **musculoskeletal diseases** (arthritis and connective tissue disease) and **gastro intestinal diseases** (ulcers).

"Our number one medical condition is the cardiovascular illnesses, such as coronary artery disease, high blood pressure and vascular diseases that may be a result of diabetes," Cyrus said.

In regard to cancer, the most prevalent types affect the breast and colon. Obesity-related illnesses are increasing, she added. "The Center on Disease Control has coined a new term called *diabesity*, because it seems that with obesity, there is a prevalence of diabetes."

Cyrus explains that the things we eat and *don't* eat, along with how we prepare our food, are important factors. PEIA has initiated a five-a-day campaign, which encourages filling your diet with five daily servings of fruits and vegetable. By doing so, it will help avoid five diseases: cancer, diabetes, heart disease, stroke and hypertension. Lifestyle issues, such as smoking, eating fat and not exercising, also may lead to a variety of health problems.

PEIA is proactive in com-

bating these leading health diseases by implementing programs to assist its members. The Ornish Program is a heart disease reversal program which incorporates nutrition, exercise and stress management (through Yoga). A spin-off of this program is the Ornish Advantage Program which is less prohibitive in nutrition restrictions.

Other programs include the colon cancer screening campaign; an End Stage Renal Disease (ESRD) program which addresses issues relating to those PEIA members on dialyses; a Chronic Kidney Disease program; and the Face-to-Face program, modeled from the Asheville Project, which is a pharmacist-based care management program for diabetics.

In comparison to other states, West Virginia ranks high in colon cancer deaths, obesity-related disorders and cardiovascular disease, Cyrus



Tanya Cyrus, RN  
PEIA

said. "However, data shows that we are doing a better job of reducing tobacco use in teens," she said. "But, obesity-related disorders have surpassed tobacco-related claims."

## What can PEIA members do to improve their health?

"To lower their risks, they need to develop a healthier lifestyle by exercising regularly and having a more nutritional dietary intake with vegetables and fruit," Cyrus said.

For nutritional information,

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Recent statistics indicate that the 45-65 year-old age group appears to be most guilty of not following through with their preventive care measures. This finding could be the result of a busier lifestyle and dependent children or parent responsibilities. We get busy and ignore symptoms, often putting off exams and just not paying attention to ourselves.

PEIA's Tanya Cyrus RN

## Leading Causes of Death in West Virginia

Disease	# of Deaths Per Year	% of Preventable Through Healthy Lifestyle	Diet and Inactivity-Related Deaths Per Year
Heart Disease	6,959	16-30%	1,600
Cancer	4,737	35%	1,660
Stroke	1,341	23-39%	415
Chronic Lower Respiratory	1,201	---	---
Accidents	800	---	---
Diabetes	729	87%*	635

\* Source: 1999 West Virginia Vital Statistics Report, a publication of the WV Department of Health and Human Resources, Bureau for Public Health, Health Statistics Center.

## Start Saving **NOW** for **LATER**

# 457 Deferred Compensation Offers State Employees More Choices

Looking for an opportunity to save additional money for your retirement? The Consolidated Public Retirement Board (CPRB) administers the 457(b) Deferred Compensation Plan that allows eligible state employees to save extra money for retirement on a tax-deferred basis as qualified under Section 457 (b) of the Internal Revenue Code. This plan is designed as a supplement to your primary retirement plan.

"The 457 plan is a perfect way for employees to have tax-deferred contributions withheld from their pay," according to Terasa Robertson, Acting CPRB Director.

After an employee chooses to participate, an election form must be completed, indicating his or her desire to make pre-tax deferrals to the plan, the amount to be deducted from the paycheck and the financial services company of his or her choice. There are two companies contracted by CPRB for these services: CitiStreet and ING.

Each company provides a variety of investment choices, and employees may invest with one or both companies. "There is a variety of mutual fund options to pick from in order to diversify your money," she said.

The minimum contribution is \$10 per pay period. The maximum contribution for 2003 is \$12,000 for individuals who are less than 50 years of age. Individuals older than 50 may contribute up to \$14,000.

"We are encouraging

employees to defer their annual increment pay into the 457 plan," Robertson added. "Depending upon your years of service, it's an easy way to save because you are using money that you normally don't have coming in."

There is no age limit to invest in this plan; however, Robertson suggests to start saving as early as possible. "The sooner you sign up, the better off you are. But, any time is a good time to start saving," she said.

For those individuals closer to retirement age, CPRB offers a 'pick up

contribution,' which allows an employee to contribute additional money in the plan.

Since this plan is designed for retirement, contributors will be permitted to withdraw their money only when they retire, terminate employment or become permanently disabled; however, they may stop making contributions at any time.

For additional information, please contact CPRB at 558-3570 or visit its website at [www.state.wv.us/admin/cprb](http://www.state.wv.us/admin/cprb).



**For investment details, contact one of the contracted investment specialists:**

**CitiStreet**  
**Steve Kerns**  
[skerns@citistreetonline.com](mailto:skerns@citistreetonline.com)  
**800-451-8130**

**ING**  
**Kelly Griffith**  
[kgriffith2k@netscape.net](mailto:kgriffith2k@netscape.net)  
**866-457-7567**

## Flooded Agencies

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that they were affected in different ways. "The Division of Corrections had an office that developed a severe roof leak. The Grievance Board had an office that flooded, because storm drains could not accommodate the water. The DEP-Water Resources office had five feet of water at that location," she said. "It was a variety of different things that happened to each of them."

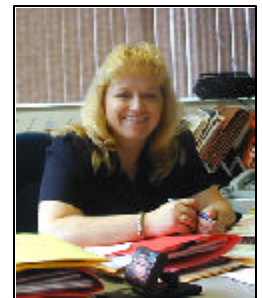
As part of the clean-up effort, all operations had to be relocated, two of which are being relocated permanently.

The Grievance Board relocated to Building 17 while their office space is renovated and will return after the work is complete.

"The biggest obstacle is the procedure in looking for new space," King said. She adds that it takes time to physically look at each potential site. Each visit takes time...a factor most often not in abundance when an agency is needing office space.

King states that as a result of the flood, damage was made not only to the physical inventory, but also to paperwork maintained at those sites. "Water Resources' files were damaged. Fortunately, a company was found that actually comes in and freeze dries files," she said.

The Leasing Office provides workspace throughout the state on a daily basis on behalf of state agencies. "We just try to do our job fast. It keeps us busy," she said.



**Tammy King, State Leasing Manager, and her staff keep busy providing office space to state employees.**



## Public Service Recognition Week Planned

Plans for the 2003 Public Service Recognition Week are under way, according to Chairperson Janie Fouty of the Division of Personnel. **Mark your calendars now for September 8-12.**

Aside from music, food, awards and public information, this year's celebration will include new additions to its schedule. The tradition of the Goodies Bake-Off, the Awareness Fair and the Governor's Awards Ceremony will continue, Fouty states. However, in addition, "Family Day" is being planned, encouraging employees to invite their families to visit during lunch.

Fouty invites our employees to volunteer to assist on various committees for the week's activities by contacting her at [jfouty@gwmail.state.wv.us](mailto:jfouty@gwmail.state.wv.us). For more information, visit Personnel's website at [www.state.wv.us/admin/personnel/empcom/PSRW/default.htm](http://www.state.wv.us/admin/personnel/empcom/PSRW/default.htm).

### Lifestyle Changes to Better Health

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visit [www.wvportions.com](http://www.wvportions.com) and [www.5aday.com](http://www.5aday.com).

**What does the future hold for us if we don't make important lifestyle changes?** "Unfortunately, unless we make changes, we expect to see obesity-related disorders rise," she said. A great concern is how this disorder is affecting our youth. The good news is that PEIA predicts tobacco use to continue to decrease.

PEIA currently offers health insurance to 101,000 members, 90 percent enrolled in the PPB plan, with the remaining 10 percent enrolled in managed care plans. For additional information on PEIA's programs and services, visit [www.wvpeia.com](http://www.wvpeia.com).

**Welcome!...**to the employees who recently joined our department: **Jeffrey Vangilder** (Board of Risk and Insurance Management) and **William King** (State Leasing Office).

**Best Wishes...**to those employees who recently resigned: **Jody Canterbury** (General Services Division) and **Karen Cormany** (Consolidated Public Retirement Board).

### PEOPLE TALK

**Who Are You Going to Call?...**Telemarketers nationally got put on hold with the new Federal Communications Commission's decision to create the **National Do Not Call Registry**. Managed by the Federal Trade Commission, this registry offers you an opportunity to limit the telemarketing calls you receive. For more information, visit the website: [www.donotcall.gov](http://www.donotcall.gov).

**Federal Tax Information...**Effective June 1, 2003, federal withholding rates were changed in the payroll database. As a result, the reduced amount of income tax withheld may have increased your net pay. Prescribed by the Department of the Treasury, the new tables reflect a change resulting from the Jobs and Growth Tax Relief Reconciliation Act of 2003. If you do not want to have your withholding reduced, you may file a new Form W-4, **Employee's Withholding Allowance Certificate**, available on the IRS website at [www.irs.gov](http://www.irs.gov) or contact Janie Belcher (558-3438); Lisa Worledge (558-3467) or Kaye Parks (558-3482).

**Flying High!...**Last month, CPRB's Crystal McLaughlin was selected to attend NASA's Pre-Service Teacher Institute, a two-week residential institute for college students specializing in elementary education. It is designed to increase students' skills in teaching mathematics and science, while incorporating technology into the curriculum.

## HAPPY BIRTHDAY ... in August

- |                                       |                                      |
|---------------------------------------|--------------------------------------|
| 3 Jack Rogers ..... Public Defender   | 17 Diana Cole ..... CPRB             |
| 4 Rosa McFarland Public Defender      | 18 Christopher Bostick .... Aviation |
| Sabrina Shead ..... IS&C              | Beverly Toler ..... Purchasing       |
| Marvin Vittoe ..... Aviation          | 19 Annie Anderson ..... IS&C         |
| Jim Wells ..... Personnel             | Dale Newhouse .... Gen. Svcs.        |
| 6 Pam Gunter ..... WV CHIP            | Tammy Scruggs ..... Finance          |
| Sheila Straley ..... Finance          | Dave Tincher ..... Purchasing        |
| 7 Elizabeth Perdue ..... Finance      | 20 Robert Fisher ..... BRIM          |
| 8 Kellie Carper .... Public Defender  | 21 Cindy Dillon ..... IS&C           |
| Robin Chambers ..... IS&C             | Tim Miller ..... Purchasing          |
| 9 Dave Gilbert ..... Purchasing       | 23 Bryan Hoffman ..... Finance       |
| Melissa King ..... CPRB               | 24 Frances Buchanan ..... PEIA       |
| 10 Linda Dexter ..... BRIM            | 25 Tammy Patton ..... CPRB           |
| Larry Menninger ..... IS&C            | Bonnie Walker ..... Personnel        |
| Bill Noel ... Prosecuting Atty. Inst. | 26 Sheila Coughlin.Public Defender   |
| 12 Ed Nelson ..... IS&C               | Janis Reynold .... Grievance Bd.     |
| 13 Chrystal Lackey ..... PEIA         | 27 Gerald Stricklen .... Gen. Svcs.  |
| Darrell Stephenson ... Gen. Svcs.     | 29 Anne Coleman ..... CPRB           |
| 14 Marta Dean ..... IS&C              | Mary Cummings ..... IS&C             |
| Richard Wickert ..... IS&C            | Sharon Sommerville .... Finance      |
| 15 Marilyn Padon ..... IS&C           | 30 Joanna Smith ..... PEIA           |
| 16 Gretchen Chandler .. Sec. Office   | Nancy Stark ..... IS&C               |
| Frank Drobot ..... Sec. Office        | Claudia White ..... CPRB             |
| Cynthia Good ..... IS&C               | 31 Sharon Carte ..... WV CHIP        |
| Joyce Larrabee ..... IS&C             | Cynthia Dotson ..... PEIA            |

