



Quotes, Notes & Anecdotes

Monthly Employee Newsletter Published by the Department of Administration
JANUARY 2011 - Volume 18, Issue 1



CPRB's Diana Lunsford Named as our Employee of the Year

DIANA LUNSFORD, an Account Technician III for the Loans and Benefits Disbursement Section of the Consolidated Public Retirement Board (CPRB), was named the 2010 Department of Administration's *Employee of the Year* at a special ceremony in the upper Rotunda area at the Capitol on December 8.

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Diana Lunsford of the Consolidated Public Retirement Board was named the 2010 Department of Administration Employee of the Year. She is joined at the awards ceremony by Cabinet Secretary Rob Ferguson.

Employee of the Month

Cooper's Customer Service Skills Earns Him Honor

ANTHONY COOPER, the warehouse supervisor at the State Agency for Surplus Property, an agency under the Purchasing Division, has been selected as the Department of Administration's *Employee of the Month* for January.

A state government employee for more than 11 years, Cooper is responsible for receiving retired property from state agencies, cataloging it for inventory purposes and preparing it for resale. He is also in charge of scheduling pick up

of surplus property with state agencies. Cooper supervises Surplus Property auctions and assists with the agency's transactions with *GovDeals.com* auctions.

"Anthony is the first to open the gates in the morning and usually the last to lock the gates every evening," said one co-worker. "He greets all his customers with a handshake and calls them by their first name. He is always willing to assist and answer questions."

Said another co-worker,

"Our agency is always receiving compliments about Anthony from our customers. They like how he always gives them his undivided attention when dealing with Surplus Property."

In his spare time, Cooper likes to fish and spend time with his family. He will be joined by his friends and co-workers at a special ceremony presented by Cabinet Secretary Rob Ferguson on January 6 at 11:15 a.m. at the Surplus Property office in Dunbar.



**ANTHONY
COOPER**

January Employee
of the Month

SNEAK PEEK

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Employees Reminded of Parking Policies as Regular Session of the Legislature Convenes

The 2011 Regular Session of the Legislature begins January 12 and it brings a tremendous increase in vehicle traffic around campus. State employees who work at the Capitol are reminded of the following policies and procedures for parking as outlined in **West Virginia Legislative Rule 148 CSR 6**.

Parking placards must be displayed immediately behind the vehicle's rear-view mirror. No substitutions, such as copies or notes placed on dashboards, will be accepted. Employees may purchase one additional placard for \$20 for a second vehicle.

Individuals who believe that a meter is not working correctly must report the malfunctioning meter on the same day the meter is used to the Piedmont Avenue guardhouse at (304) 558-0248. The malfunction must be verified by the Department of Administration for a ticket to be voided. Employees who have their parking places occupied or blocked should call the guardhouse or the Department of Administration parking office at (304) 558-3062.

According to parking office officials, Allied Barton is the security firm for the 2011 Legislative Session. Any questions or concerns regarding the uniformed staff need to be directed to (304)768-1064.

The Department of Administration will not void tickets for unauthorized parking in handicapped areas, including the parking spaces and the access aisles.

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As the 2011 Regular Session of the Legislature convenes, state employees are urged to review parking procedures and policies.

Legislative Calendar for 2011 Regular Session

January 12, 2011: The 2010 Regular Session of the Legislature convenes.

January 31, 2011: Submission of Legislative Rule-Making Review bills due.

February 21, 2011: Last day to introduce bills in the Senate and the House. Does not apply to originating or supplementary appropriation bills, nor to Senate or House resolutions or concurrent resolutions.

February 27, 2011: Bills due out of committees in house of origin to ensure three full days for readings.

March 2, 2011: Last day to consider bill on third reading in house of origin. Does not include budget or supplementary appropriation bills.

March 12, 2011: Adjournment at midnight.

YEAR

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Lunsford was the *Employee of the Month* in June and joined the other *Employee of the Month* recipients at the ceremony. Cabinet Secretary Rob Ferguson recognized the monthly winners and presented each with a special gift before announcing Lunsford as this year's recipient, presenting her with additional gifts which included a mon-

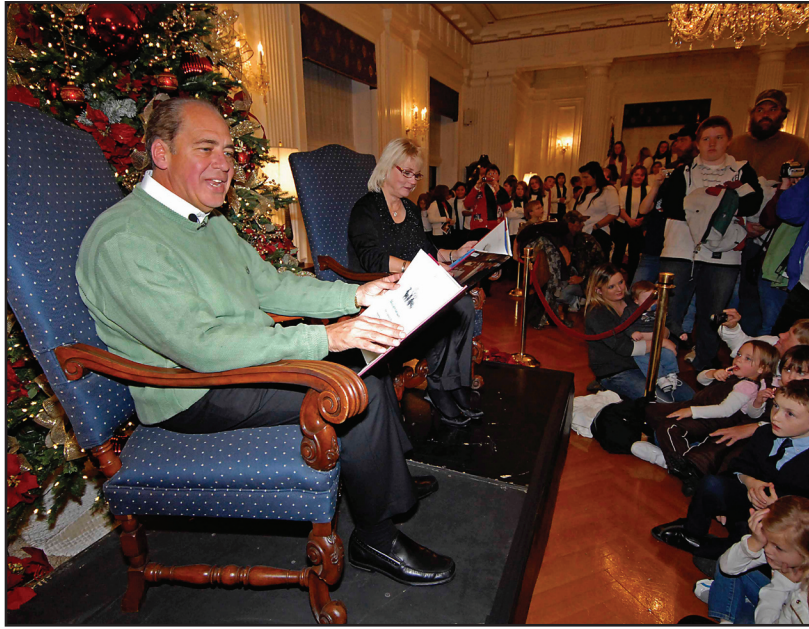
etary award.

Lunsford was selected by her fellow department employees. A catered luncheon followed the ceremony for all department employees.

Lunsford has been a state government employee for more than 25 years. She is responsible for maintaining and balancing the annuity payroll for all the

Teachers Defined Benefit retirees and beneficiaries, which totals more than 29,000 monthly check recipients. She serves as a backup for retirees of the Public Employees Retirement System and all Uniformed Services Retirement Plans.

Congratulations to all our department employees honored in 2010!



Joyful Night

Governor Earl Ray Tomblin and First Lady Joanne Tomblin read to children as part of the annual "Joyful Night" holiday celebration held Dec. 2 at the Capitol. Events included the annual tree lighting on the north side of the Capitol and a variety of holiday musical selections performed throughout the Capitol campus.

West Virginia Games for Health Project Earns PEIA More Honors

The West Virginia Games for Health Project, which uses the popular video game *DanceDance Revolution* as the centerpiece of its physical activity curriculum, continues to garner accolades.

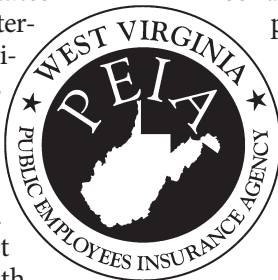
Public Employees Insurance Agency (PEIA) officials were notified this fall that the West Virginia Games for Health was awarded a 2010 Innovations Award by the Southern Legislative Conference, a division of the national Council of State Governments. PEIA officials were honored at the Council of State Governments national convention in Rhode Island on December 4.

The West Virginia Games for Health Project was created to promote physical activity among the

state's school children. PEIA coordinated the efforts to create this collaborative effort between private and public sector organizations and was instrumental in ensuring the implementation of the project. This project was initiated in January of 2006 and has garnered national attention.

The game's manufacturer, Konami Digital Entertainment, Inc., and PEIA were host to the country's first-ever statewide *DanceDance Revolution* contest for public school students.

Approximately 10,000 students from 120 public schools in grades 3 through 12 participated in the competition which concluded with the state championship held in Charleston in June.



PEIA Discounts Offered to Offset Premiums Increases in FY 2011 Plan

The Public Employees Insurance Agency (PEIA) Finance Board approved a \$14 monthly premium increase for active employees and a \$4 monthly premium increase for retirees for Fiscal Year 2011 at its December meeting. Included in this plan is a pair of incentives for members to offset the premium increases scheduled to begin July 1, 2011.

Those affected by these changes are active employees covered by the PEIA PPB Plan A, B or C and retirees covered by the PEIA PPB Plan A, the Special Medicare Plan or Humana.

Active employees can avoid increases by having an Advance Directive/Living Will (\$4 monthly discount) and participating in the Improve Your Score program (\$10 monthly discount). Retirees can avoid their scheduled premium increase by having an Advance Directive/Living Will.

An Advance Directive/Living Will is a legal document for making known your wishes about end-of-life care or what medical treatments you desire. It also can be referred to as a health care directive or physician's directive. A lawyer can prepare an Advance Directive/Living Will, or policy holders can prepare it themselves. A copy of a living will form is included in the PEIA Shopper's Guide each year.

To notify PEIA that you have an Advance Directive/Living Will, log in or register at www.peia.wv.gov and go to **Manage My Benefits**. Under "Select Role," click "Policyholder." Under "Enrollment Selection Menu," click "Advance Directive/Living Will." Select "Yes" and "Continue" to complete the process. Advance Directive/Living Will to PEIA are not to be sent to the PEIA office.

PEIA recently mailed a paper Advance Directive/Living Will affidavit to members which can be completed and returned to receive the discount.

PEIA will offer a \$10 per month premium discount to active employees covered by PEIA PPB Plans A, B and C who report their Improve Your Score measures. Improve Your Score is designed to make you and your doctor aware of individual health risks, including cholesterol, glucose or blood

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Ski Season in Full Bloom Around West Virginia

Lots of early-season snowfall allowed the state's ski resorts to offer excellent conditions the moment they officially opened in mid-December. The weather continues to cooperate for ski enthusiasts and those wishing to hit the slopes will find plenty of options through January and February.

The state's four major resorts, Canaan Valley, Timberline, Snowshoe Mountain and Winterplace, are open to downhill and cross-country skiers as well as tubing enthusiasts.

Each locale offers lodging, shopping and dining options as does Oglebay Resort in Wheeling which has limited tubing and skiing available to guests. Cross country skiing is available at Elk River Touring Center in Slatyfork and at White Grass Touring Center in Davis.

Even when snow does not fall, the cold temperatures have allowed technology to take over, as all the resorts keep optimum conditions intact with enhanced snow-making capabilities. For the latest ski conditions at all the state's downhill and cross-country ski locales, go to the West Virginia Ski Association's official website at www.goskiwv.com.

For those who prefer a weekend getaway in cozy state park cabin or wintertime shopping excursions, the latest



Early-season snowfall has paid off for West Virginia ski resorts, as the resorts have opened slopes and are offering ski enthusiasts plenty of options throughout the ski season.

activities and specials can be found at: www.wvstateparks.com or www.wv-tourism.com.

For more details, contact the Division of Tourism's toll-free number at 1-800-CALL WVA.

Jack Rogers Retires from Public Defender Services

Jack Rogers looks back at his 20-plus years with Public Defender Services (PDS) both proud of what the division has accomplished during his time as executive director and wishful that more could have been done. "It has been a really great run," Rogers said about his time with PDS. "But there is always that feeling that more needs to be done."

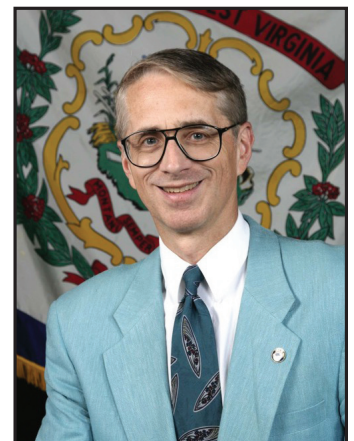
As executive director of PDS, Rogers oversaw the funding of all indigent defenses for the state of West Virginia. As a division devoted to criminal defense, PDS has not always been seen in the best of lights, Rogers admitted.

"Truly what people should see Public Defender Services as doing is defending the Constitution and your civil rights," he said.

"That is why the function of this division must be upheld."

The perception of public defenders helping the guilty go free is not a true representation of their work, Rogers said. "People believe public defenders are pro-crime, and that could not be farther from the truth," he said. "What public defenders are, though, is pro-client, and a client's right to a just defense and a fair trial."

Rather than simply locking individuals away, Rogers said a greater emphasis should be put on rehabilitation and breaking what is



JACK ROGERS

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PEIA

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sugar, blood pressure and waist circumference. The premium discount is based upon participation. Members have until April 30, 2011 to be screened and report the results. The initial discount will be applied to Plan Year 2012 premiums, which begin in July 2011.

There are three ways to earn this discount:

1. Attend a Pathways to Wellness worksite health screening at your worksite or at another worksite that is convenient. Policyholders who had Pathways to Wellness screening during Plan Year 2010 (July 1, 2009-June 30, 2010) or who have one in Plan Year 2011 by April 30, 2011, will be credited with having participated in this program, and will receive the premium discount. No further action is required. Pathways to Wellness will report your participation to PEIA.

2. Make an appointment to have the screening at any designated Labcorp site. The Labcorp participating sites are listed on the PEIA Pathways to Wellness website or you may get a list by calling the Pathways to Wellness program at 1-866-YOUR GUIDE. A link to the Pathways to Wellness can be found at PEIA's website. Labcorp will report your participation and no further action will be required.

3. If this blood work was done through a physician's office or another provider, members may submit a reporting form from the PEIA website, or have the provider complete the necessary information, then return the form to your PEIA Pathways to Wellness Health Promotion consultant. The contact information for your promotion consultant will be on the reporting form. Members are responsible for any applicable coinsurance or copayment if your physician performs the screening.

Results reported to the Pathways to Wellness program by April 20, 2011, will earn the policyholder the discount for all of Plan Year 2012 (July 1, 2011 – June 30, 2012). Results received after April 30, 2011, will be accepted, but there may be a delay in starting the discount. Beginning July 1, 2011, new hires and existing employees may report their results and the discount will generally be granted on the first day of the month following receipt of the results. Results submitted late in the month may result in further delays. Please note: the Improve Your Score discount is available to PEIA PPB Plan policyholders only. Dependents may participate in the health screening; however, you will not receive an additional premium discount.

Past issues of **Quotes, Notes & Anecdotes** are available at: <http://www.administration.wv.gov/newsletters/Pages/default.aspx>



Coming Soon...

OCS Live Meeting and Communicator Coming to the State of WV

Launch Date - January 6, 2011

OCS communication and conferencing services enable individuals and teams to collaborate and present from anywhere...saving time, reducing travel costs and increasing productivity.

For more information call: 304-558-9966

Communicating on *Communicator*

The Office of Technology (OT) will officially launch the OCS communication and conference services on January 6. OT invites employees to join in the launch at one of the four following locations:

- Capitol Complex – Capitol Room of the Training Center, 2nd Floor - Building 7
- Kanawha City – DMV Headquarters Conference Room at the Kanawha City Mall
- Department of Transportation, Moundsville Office Conference Room and Parkersburg Office Conference Room
- Department of Health & Human Resources, County Field Office Conference Rooms

For more details, please contact the Service Desk at (304) 558-9966 or e-mail servicedesk@wv.gov.

SESSION

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Parking fines, which are not to be paid with cash, are to be submitted within 10 days of the time the ticket was issued. Fines not paid within 10 days are subject to double additional fine not to exceed \$20.

A vehicle is subject to removal from a designated state parking spot if its owner has more than 10 unpaid violations. A vehicle owner who has been assigned a state issued parking space and owes more than 10 unpaid violations may have the parking space revoked. A vehicle owner is responsible for payment of fines, penalties or costs assessed regardless if the owner was operating the motor vehicle at the time of the violation.

Metered parking around the State Capitol campus is monitored from 8 a.m. – 5 p.m., Monday through Friday, except holidays. Single vehicles at a single parking meter may be ticketed four times a day.

During the Legislative session, the Capitol shuttle service will run Monday through Friday, every 10 to 15 minutes, starting at 6:45 a.m. at Laidley Field and making its last run to Laidley Field at 5:30 p.m. The shuttle will not run daily between 11 - 11:20 a.m. nor on Saturdays, Sundays and state holidays.

ROGERS

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oftentimes a multi-generational problem. "People talk about reintegrating prisoners, but the problem is that this part of society was never integrated to begin with," he said. "We are making progress in rehabilitation. That is the job of the defense lawyer, to advocate in that area."

Before joining PDS as executive director in 1989, Rogers worked with a variety of state agencies, including the State Bar and the Department of Motor Vehicles. He was director of the Criminal Law Research Center for PDS from 1987 to 1989.

A native of Fayette County, he graduated from Gauley Bridge High School. He is a graduate of the West Virginia Institute of Technology and received his law degree from the West Virginia University College of Law.

Married to Dr. Elizabeth Scharman, director of the West Virginia Poison Center, Rogers is the father of two, ages 4 and 6. "My kids are part of the reason to retire, so I can enjoy spending my time with them," he said.

Rogers' last day was December 30.



The Department
of Administration
Wishes You and
Your Family a
Wonderful 2011!

Welcome! ... to the Department of Administration our new employees: **Virginia Hammack** and **Alysia Miller** (CPRB); **Carrie Morrison** (PEIA); **Regina Dayfield** and **Pamela Holt** (Personnel); and **Justin Buckner** (Real Estate).

Best Wishes ... to our employees who recently resigned from our department: **Deborah Amos**, **Wenjing Gu** and **Timothy Summers** (Technology) and **Taella Woolfolk-Hill** (Personnel).

Time to Relax ... After years of hard work, **Susan Lowe** (Finance) and **Harold Kim Painter** (Real Estate) are now ready to kick back and relax. Happy retirement!

New Arrivals ... **Jerry Gladwell** (BRIM) and his wife Joyce are the proud grandparents of Levi and Zev Shapiro, born Dec. 1 to Mark and Tara Shapiro.

National Soup Month ... January is National Soup Month. According to some sources, soup originated in ancient Greece, where it was sold on the street as one of the first "fast foods." Americans eat about 10 billion bowls of soup every year, and the cold winter months are just the time to enjoy it.

Got News? ... Let us know! Contact Diane Holley-Brown, editor, at (304) 558-0661 or at **Diane.M.Holley@wv.gov** with information to share with the department's employees.

On vision

"Our main business is not to see what lies dimly at a distance, but to do what lies clearly at hand."

— **Thomas Carlyle**

HAPPY BIRTHDAY ... in January

1 Brian Hatcher Technology	16 Richard Perry Technology
Bob Withrow Gen. Svs.	17 Steven Hutton Technology
2 Leonard Spencer Gen. Svs.	18 Jean Brown Personnel
3 Christine Johnson BRIM	19 Earl Cumutte Gen. Svs.
4 Lisa Collins Personnel	20 David Lawrence Gen. Svs.
Vickie Hoover Grievance	Tonya Pugh BRIM
Donald Jarrell Gen. Svs.	Janice Shelton Technology
Baxter Parsons Gen. Svs.	John Smolder Finance
David Lee Shingleton.. Technology	21 Bernadette Curry PEIA
5 David Bailey Real Estate	Barbara Houchins BRIM
Bill Dolin Gen. Svs.	Buffy Payne Finance
Virginia Goff CPRB	22 Kaye Parks Finance
Barry Gunnoe Fleet	Cynthia Robinson Personnel
Joe Perks Technology	23 George Arthur Gen. Svs.
7 Jewl Hammack PEIA	Cedric Greene Sec. Office
Ralph McKinney Pub. Def.	Garry Shivley CPRB
8 Sharon Smith CPRB	24 Susannah Carpenter Finance
9 Ronnie Phipps Purchasing	Betsy Chapman Pub. Def.
12 Pamela Keatley Technology	Tami Reed CPRB
Bill Lawson Gen. Svs.	25 Eric Stringer CPRB
Rufus Wingo Technology	26 Brian Hively Technology
13 Lawrence Copley Aviation	27 David Fitzwater Technology
Bill Rheinlander PEIA	28 David Douglas Technology
14 June Butterfield BRIM	29 Tina Bishop Technology
Lisa Maurer Technology	Gino Saget Technology
Regina Reynolds Real Estate	Lucy Suchy Ethics
15 Charles Nelson BRIM	30 Jose Molinar Technology
Patricia Ann Perez PEIA	31 Gregory Carrier Gen. Svs.
James Perkins Aviation	Scott Joslin Personnel
16 Deana Gose CPRB	Matt Williams Purchasing
Richard Layne Technology	

Administrative Notes

Quotes, Notes & Anecdotes is published by the West Virginia Department of Administration

Earl Ray
Tomblin
Governor

Robert W.
Ferguson, Jr.
Cabinet
Secretary

Diane Holley
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Communication
Director / Editor

Production
Tony O'Leary
Chad
Williamson

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