

# Quotes, Notes & Anecdotes

Monthly Employee Newsletter Published by the Department of Administration  
February 2023 - Volume 30, Issue 2

## Employee of the Month

### Kerns Goes ‘Above and Beyond’ for State Retirees



**Kevin Kerns**  
February Employee  
of the Month

Kevin Kerns, a retirement advisor for the West Virginia Teachers’ Retirement System within the Consolidated Public Retirement Board (CPRB), has been selected as the Department of Administration’s *Employee of the Month* for February.

A state employee for 14 years, Kerns’ duties include meeting with members in person or by phone to process estimates of retirement benefits, explain benefit options, and assist members with completing retirement paperwork.

“Kevin does not just advise retirees. He cares about them and takes extra time to make sure

they are understanding everything,” said the co-worker who nominated him. “His willingness to go above and beyond to help potential retirees makes all of CPRB look good.”

When he’s not working, Kerns enjoys sports, being outdoors, traveling, spending time with friends and family, and hanging out with his dog Mollie.

Kerns will be joined by friends and co-workers at a special ceremony presented by Cabinet Secretary Mark D. Scott on Thursday, Feb. 2, 2023, at 2 p.m. at the CPRB offices in Kanawha City.

## Gov. Justice Delivers State of the State

Gov. Jim Justice presented his annual State of the State Address on Jan. 11, 2023, during which he reflected on the state’s success in 2022 and announced his proposals for 2023.

“It is an incredible day to be a West Virginian,” Gov. Justice said prior to recognizing his family and cabinet members.

In 2022, more than \$6 billion was invested by 29 new companies through economic development efforts and activities. This led to the creation of more than 3,300 jobs, with more than 3,100 being retained.

Gov. Justice announced the following new businesses that have chosen to invest in West Virginia during his State of the State Address:



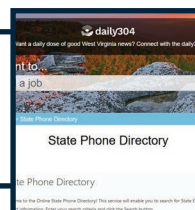
*Photo Courtesy of the Governor’s Office*

**Gov. Jim Justice presented the annual State of the State Address on Jan. 11, 2023.**

Please see **STATE OF THE STATE**, page 3

### SNEAK PEEK

- State Privacy Office Celebrates Data Privacy Week / Page 2
- Two State Directories Available Online / Page 4



- WVSASP Helps Randolph County Obtain Water Tanks / Page 5

# State Privacy Office Celebrates Data Privacy Week with Valuable Information for State Employees

The Privacy Office within the Board of Risk and Insurance Management (BRIM) celebrated Data Privacy Week Jan. 23-28, 2023. The event is an international effort that shines a spotlight on the importance of data privacy.

“By keeping in mind issues related to data privacy, we work together to create a culture of privacy that shows respect to our citizens, tourists, and ourselves in how we attentively manage the personally identifiable information we collect, use, and store,” said Chief Privacy Officer Ashley Summit.

Privacy officers received an email during Data Privacy Week with important information that included informational articles, videos, activities, and a quiz to test knowledge. Topics addressed accountability, which is the employee’s responsibility to maintain confidentiality and report incidents;

individual rights, which are an important component of any privacy program; data management, which is the process of how we use, share and store data and, eventually, how it is destroyed; and information security, without which there is no data privacy.

“Data Privacy Week is a great time to increase our awareness and knowledge on this topic. By keeping data privacy principles in mind, we better prepare ourselves for these challenging times when data is sought after for both positive and negative uses,” Summit said.

Data Privacy Day began in the United States and Canada in January 2008 as an extension of the Data Protection Day celebration in Europe. Data Protection Day commemorates the Jan. 28, 1981, signing of Convention 108, the first legally binding international treaty dealing with privacy and data pro-

tection. In 2022, the National Cybersecurity Alliance expanded the day into Data Privacy Week, because the issue of data privacy was important enough to promote it over a full week.

For more information on data privacy, please contact BRIM at 304-766-2646.



## Ribbon Cutting Ceremony Held for Renovated Public Defender Corporation Office in Morgantown

Public Defender Corporations (PDC) hosted a ribbon cutting ceremony last month for its newly renovated offices in Morgantown. PDC is a nonprofit in which individual corporations are contracted by Public Defender Services (PDS) to handle indigent cases in designated circuits. In addition to traditional office space, the PDC facility also features a small courtroom that can be used as a “mock” courtroom to help clients and attorneys prepare for court. The new space also features a “client closet” that

provides donated clothing to PDC clients who need assistance obtaining clothing appropriate for court.

Once it is fully staffed, this PDC office will employ nine attorneys and six support staff, including legal secretaries, paralegals, investigators, resource navigators and recovery coaches.

For more information on the opening of this office, visit <https://vimeo.com/794200253>.



*Photos Courtesy of PDS*

## Longest Sled Run on East Coast Ensures Winter Fun

A winter wonderland of activities awaits visitors to Blackwater Falls State Park. Located in the Allegheny Mountains, the park shares its name with majestic Blackwater Falls—a 57-foot cascade tinted by the tannic acid of local flora. The falls can be visited year-round and offer unique wildlife spotting in connection to the 20 miles of hiking trails within the park.

One of the larger winter attractions for Blackwater Falls State Park is its sled run. As the longest on the East Coast, adventurers can enjoy a ride down the quarter-mile run while reaching speeds up to 25 miles per hour. The park features a convenient transport that will pull visitors and their sleds back to the top of the run so the sled run can be enjoyed many times.

In addition to the regular campsites, lodge, and cabins available at Blackwater Falls State Park, the state park also offers a unique lodging experience with a tent site. Located near the Blackwater River, each tent site is only a short hike away. Featuring a pre-set canvas tent on a wooden deck platform, the tent site also offers a queen-size mattress, side tables, propane heater for the tent, an outdoor picnic table, fire pit with grill, a solar shower, and a portable camp loo (though campers are welcome to hike back to the forest's restroom facilities by the falls).

To learn more about Blackwater Falls State Park or other West Virginia state parks, visit <https://wvstateparks.com>.

## STATE PARK HIGHLIGHT

### BLACKWATER STATE PARK

1584 Blackwater Lodge Road • Davis, WV 26260

304-259-5216 • [BlackwaterFallsSP@wv.gov](mailto:BlackwaterFallsSP@wv.gov)

#### ACCOMMODATIONS

- Camping
- Cabins
- Lodge
- Tent sites

#### ACTIVITIES:

- Biking\*
  - Boating
  - Camping
  - Cross country skiing
  - Fishing
  - Geocaching
  - Golf\*
  - Hiking
  - Hunting\*
  - Outdoor adventures
  - Scenic train rides\*
  - Snow sled run
  - Snowshoes
  - Skiing
  - Swimming
- \*Located outside of park*

#### NEARBY:

- Canaan Valley Resort
- Canaan Valley National Wildlife Refuge
- Cass Scenic Railroad State Park
- Durbin and Greenbrier Valley Railroad
- Davis + Thomas, WV
- Monongahela National Forest
- Spruce Knob

## STATE OF THE STATE

Continued from Page 1

- TCL Specialties is building a chemical plant in Marshall County, a \$150 million investment creating 50 jobs
- Morgantown-based company, CMI2, has been awarded \$100 million in new Department of Defense contracts to expand its footprint into Clay County

Gov. Justice proposed a 50% personal income tax reduction, calling it the largest tax cut in West Virginia history. His tax cut proposal would be spread across three years and would begin with a 30% reduction in June 2023, and another 10% reduction in the following two years.

The governor's other proposals included:

- \$10 million in the Posey Perry Emergency Food Bank fund for pantries
- School curriculum available online for transparency
- A 5% pay raise for state workers
- \$100 million back into the PEIA fund
- Another \$40 million to help raise PEIA reimbursement rates at in-state hospitals
- A one-time payment of \$1,500 for state retirees
- Minimum monthly payments for all state retirees older than 70 with 25 years of service increasing to \$1,000

- Funding for crisis pregnancy centers totaling \$1 million
- Gov. Justice also recognized First Lady Cathy Justice for her work developing Communities in Schools.

"We started in three counties: Berkeley, McDowell, and Wyoming. It started out in nine schools and had 4,000 kids. Today, they're in 38 counties and 208 schools, and they are touching 91,000 kids," Gov. Justice said.




# Two State Directories Help Employees and Public Locate Contacts and Find Information

Visitors to the state's website at [wv.gov](http://wv.gov) have access to two different state directories. Each guide is designed to be updated by the individual agency to ensure information remains accurate and accessible for those seeking information.

The first directory is a PDF directory located under the "Government" tab at [wv.gov](http://wv.gov). This directory is revised and updated each month at [www.wv.gov/Documents/StateGovernmentDirectory.pdf](http://www.wv.gov/Documents/StateGovernmentDirectory.pdf). Each department has a designated contact person who is responsible for making the changes for their department's information. Changes to the Department of Administration's agencies can be sent to [Purchasing.Training@wv.gov](mailto:Purchasing.Training@wv.gov).

The second listing on [wv.gov](http://wv.gov) is the Phone Directory which can also be accessed under the "Government" tab. The data that populates this directory comes from [wvOASIS](http://wvOASIS) or inputs made by West Virginia Interactive. The human resources staff member within each department or agency is responsible for making these updates. Alternatively, updates can be submitted directly to West Virginia Interactive if the information cannot be collected via [wvOASIS](http://wvOASIS). The [wv.gov](http://wv.gov) phone directory can be found online at [www.wv.gov/pages/state-phone-directory.aspx](http://www.wv.gov/pages/state-phone-directory.aspx).

Please note that the accuracy of the information is dependent upon the employees who are responsible for making the updates. If your department or agency contact has not done so recently, they are encouraged to review the contact information currently listed and monitor each month for changes or updates to that information.



**West Virginia State Government Directory**  
Published January 3, 2023

**Administration, Department of**

State Capitol, Room 8-110	
1500 Kanawha Boulevard East	
Charleston, WV 25310	(304) 558-4331
Fax	(304) 558-3398
Website	<a href="http://www.administration.wv.gov">www.administration.wv.gov</a>

Cabinet Secretary Mark D. Scott ..... (304) 352-4280 ext. 26080  
 Deputy Cabinet Secretary John S. McHugh ..... (304) 352-4237 ext. 26077  
 Chief Financial Officer/ Sarah Song ..... (304) 352-4128 ext. 26126  
 General Counsel/ Robert Phillips ..... (304) 352-4248 ext. 26126  
 Deputy General Counsel & Legislative Liaison/ Meloy J. Seal ..... (304) 352-4128 ext. 26126  
 Executive Assistant to the Cabinet Secretary/ Shelley Whitfield ..... (304) 352-4211 ext. 26121  
 Sarah McHugh ..... (304) 352-4212 ext. 26122  
 Communication Director/ Samantha Stapp ..... (304) 358-7022  
 Conference Room ..... (304) 352-4212 ext. 26122  
 Copy Room ..... (304) 352-4212 ext. 26113  
 Office Assistant/ Stephanie Campbell ..... (304) 352-4212 ext. 26114  
 Conference Room (Halls Conf. Room) ..... (304) 352-4212 ext. 26115

**Aviation Division**

500 Eagle Mountain Road  
 Charleston, WV 25312  
 Phone ..... (304) 558-0403  
 Fax ..... (304) 558-0275  
 Website ..... <http://www.wvaviation.com>

Director of Aviation/ Charles McDaniel ..... (304) 558-0403  
 Flight Attendant/ Sarah Tupper ..... (304) 558-0403  
 Chief of Maintenance/ Brian Holcomb ..... (304) 558-0403  
 Fixed Wing Supervisor/ Chris Heister ..... (304) 558-0403  
 Secretary/ Teresa Wade ..... (304) 558-0403  
 State Police Aviation ..... (304) 558-0137

**Consolidated Public Retirement Board**

410 MacCloskey Avenue, SE  
 Charleston, WV 25304  
 Phone ..... (304) 558-3570

West Virginia State Government Directory 3

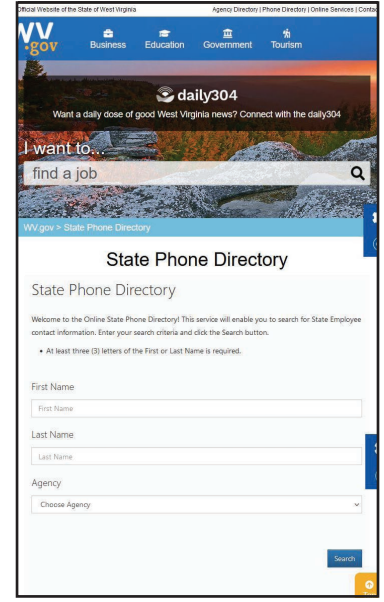
Toll-Free ..... (800) 674-4404  
 Fax ..... (304) 558-4337  
 Website ..... <http://www.wvstate.com>

Executive Director/ Jeffrey Frank ..... (304) 558-3570  
 Executive Assistant to the Executive Director/ Kimberly Peasey ..... (304) 558-3570  
 Deputy Director/ Thomas S. Wilson ..... (304) 558-3570  
 Office Manager/ Cindy Adkins ..... (304) 558-3570  
 Chief Financial Officer/ Elizabeth Gange ..... (304) 558-3570  
 Chief Information Officer/ John Sauer ..... (304) 558-3570  
 Board Secretary/ Susan Sappala ..... (304) 558-3570  
 Compliance Officer/ Emily Shaban ..... (304) 558-3570  
 Employee Reporting Manager/ Cassie Leedy ..... (304) 558-3570  
 Membership / State Manager/ David Sutton ..... (304) 558-3570  
 TSP Manager/ Paula Van Gie ..... (304) 558-3570  
 Retirement / Payroll Manager/ Lisa Trump ..... (304) 558-3570  
 Accounting Manager/ Curt A. Gotschall ..... (304) 558-3570

**Ethics Commission**

Suite 300  
 221 Boone Street  
 Charleston, WV 25301  
 Phone ..... (304) 558-0244  
 Toll-Free ..... (800) 558-0244  
 Fax ..... (304) 558-0244  
 Website ..... [www.ethics.wv.gov](http://www.ethics.wv.gov)  
 Email ..... [ethics@ethics.wv.gov](mailto:ethics@ethics.wv.gov)

Executive Director/ Kimberly S. Baker ..... (304) 558-0244  
 Executive Assistant/ M. Elise Briggs ..... (304) 558-0244  
 Internal Auditor/ David S. Anderson ..... (304) 558-0244



The WV State Government Directory, seen left, is a PDF containing a list of all department and agency employees. The State Phone Directory, seen right, must be searched by a partial first or last name. Both directories can be found at [wv.gov](http://wv.gov).

## Digital Health Checkup

Do you know who is collecting your data? While you may consent to your data being collected from social media accounts and mobile apps, do you know how much access companies have and what information they are storing? Here are some quick steps/questions to conduct a digital health checkup on your accounts and devices to help keep your data safe.

### Social Media Apps/Accounts

- Disable location tracking services
- Remove permissions from all apps, games, websites, and business pages
- Don't allow the platform to connect to other apps or services
- Set your profile to private and only "friend" people you know and trust

### Mobile Applications

Does this app really need...

- Access to your camera or microphone
- Access to your contacts
- Access to your location
- Access to your text messages



## New Mileage Rate Announced for 2023 Calendar Year

In accordance with the West Virginia State Travel Rules, the state's mileage reimbursement rate for privately-owned vehicles has been updated to reflect the federal government rate set by the U.S. General Services Administration (GSA).

As of Jan. 1, 2023, the current GSA rate has increased to 0.65 cents per mile. This rate will remain in effect until further notice.

Questions regarding the mileage reimbursement rate should be directed to your agency's travel coordinator or Cody Rose at [Cody.E.Rose@wv.gov](mailto:Cody.E.Rose@wv.gov).

Additional travel information is also available online at [www.state.wv.us/admin/purchase/Travel](http://www.state.wv.us/admin/purchase/Travel).

Quotes, Notes and Anecdotes

# WVSASP Helps Randolph County Obtain Water Tanks

The West Virginia State Agency for Surplus Property (WVSASP), which is overseen by the Purchasing Division, has the authority to administer the transfer of donated federal surplus property through the U.S. General Services Administration. Through this federal property program, WVSASP often assists state agencies, local municipalities, and nonprofits in obtaining assets.

As the largest county by area in the state, Randolph County serves a population of more than 29,400. Having such a large physical area to service can create some unique challenges. With the three water tanks acquired with assistance from WVSASP, preparations for disaster response is getting better.

“Over the last few years, Randolph County has experienced water supply problems due to spring flooding and water line breaks,” explained Randolph County Commissioner Cris Siler. “We were lucky to be able to borrow a water buffalo tank from neighboring counties during these incidents but knew it was important to have our own source of providing water to our communities during times of need.”

When Siler set out to obtain a water buffalo tank for his county, he was encouraged to contact WVSASP, which had recently obtained one for its federal warehouse. WVSASP was able to help secure an additional two water buffalo tanks. Due to the geographical size of the county, the additional tanks ensure that they can be placed around the county for faster delivery.

All three water buffalo tanks were obtained through the Federal Surplus Property program, which is available to state agencies, local municipalities, nonprofits, and more. Assets listed online through this program are often available for purchase at a cost significantly lower than the item would be if bought new. Siler estimates that Randolph County was able to obtain three used water buffalo tanks for the price of a single new item.

“Acquiring these items through WVSASP is just good money sense,” said Siler.

While Randolph County is not seeking any immediate property, the commissioner plans to continue monitoring the federal property that is available online and will be contacting WVSASP when trying to fulfill future needs.

If your state agency has a need, consider contacting WVSASP. Federal property available for donation often includes construction equipment, fire trucks, industrial machinery, medical equipment, trailers, tools, and much more.

To learn more about the federal property program, visit [WV-Surplus.gov](http://WV-Surplus.gov) or call 304-766-2626.



**Three water buffalo tanks were acquired by Randolph County through the Federal Surplus Property program with the assistance of the West Virginia State Agency for Surplus Property.**

## Test Your Knowledge: West Virginia History

West Virginia is home to many notable individuals. Test your knowledge of these famous folks by matching the name to what that person is most known for.

1. Alex Schoenbaum
2. Bimbo Coles
3. Blaze Starr
4. Carlene Thompson
5. Craig Johnson
6. Eleanor Steber
7. George Esper
8. Hershel W. Williams
9. J. R. Clifford
10. John Knowles
11. Joyce DeWitt
12. Kayla Williams
13. Little Jimmy Dickens
14. Paul Popovich
15. Randy Barnes
16. Roger Price
17. Tom Wilson
18. Vicky Bullett
19. Virginia Fox
20. Walter Eli Clark
21. Wilma Lee Cooper
- a. U.S. Marine, Medal of Honor recipient
- b. Silent-film actress; frequent co-star of Buster Keaton
- c. Country Music Hall of Fame inductee
- d. World champion gymnast
- e. Burlesque star
- f. Ziggy comic creator
- g. Reporter known for his coverage of the Vietnam War for the AP
- h. Founder of the Shoney's restaurant chain
- i. Daily Mail newspaper founder
- j. Olympic shotputter
- k. Country/bluegrass singer
- l. Journalist and first African-American lawyer in West Virginia
- m. Professional baseball player
- n. Novelist, *Walt Longmire Mysteries*
- o. Professional basketball player
- p. Novelist, West Virginia thrillers
- q. Creator of *Mad Libs* and *Doodles*
- r. Professional basketball player
- s. Novelist, *A Separate Peace*
- t. Three's Company actress
- u. Soprano for the Metropolitan Opera

Answers: 1. h 2. r 3. e 4. p  
5. n 6. u 7. g 8. a 9. l 10. s  
11. i 12. d 13. c 14. m 15. j  
16. q 17. f 18. o 19. b 20. i 21. k

## Employee Question of the Month

Thank you to all individuals who continue to participate in this Q&A forum each month! In January, Department of Administration employees were asked to share what feature they would want in their dream house.

Here are some of the features department employees would like to have:

- Waterfall with integrated light show
- Plenty of storage
- Windows with beautiful peaceful views
- A wraparound porch
- A huge kitchen
- Beachfront, riverfront or lakefront, as long as I can see the water
- Private
- Covered porch to enjoy outdoors more
- History and the appearance of a 200-year-old home
- Organized storage
- At least 2 bathrooms
- Screened in porch with electricity
- A soaking or jetted bathtub
- An extra room for a sewing room
- One level, no stairs, large yard, outdoor pool, kitchen with gas stove, and move-in ready
- A big fenced in yard!
- A home that self-cleans
- Land, land and more land
- Bedrooms for the grandkids
- A library!
- Large walk-in closets
- A large garage / workshop
- A two-car garage at the minimum
- My dream home would feature dramatic architecture so that I can run around in fancy ball gowns with my sword and pretend I was on an adventure.

**Welcome!** ... The Department of Administration is pleased to welcome **Kimberly Pauley** (CPRB) and **Debora Drake** (Technology).

**Best Wishes** ... to **Marsha Bowling** (General Services); **Nicole Cofer-Fleming** (Prosecuting Attorneys); **Jennifer Fields** (Purchasing); and **Jennifer Ayers** (Technology), who recently resigned from our department.

**Happy Retirement!** ... After years of hard work and dedication, we would like to wish **Teresa Anderson** (Ethics); **Carl Westfall** (General Services); and **William 'Bill' Judy** (Technology) the very best during their retirements.

**Tourism Guide** ... The 2023 West Virginia Vacation Guide is now available! To order a free copy of the guide, visit <https://wvtourism.com/information-and-press/free-travel-guide/get-a-free-wv-travel-guide>.

**Employee Question of the Month** ... Last month, we asked Department of Administration employees to share their most desired features in a dream home. Responses to this question can be seen to the left. This month we want to know... **"If you could switch lives with any one person for one day, who would you choose?"** Share your thoughts by visiting <https://forms.gle/ogtxzMGfAU4Tupeg7>.

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

## HAPPY BIRTHDAY ... in FEBRUARY

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

Valerie Poindexter.....BRIM	Lisa Conley.....PEIA
Lindsey Atkins.....CPRB	Kelly Davis.....PEIA
Alyssa Cooper.....CPRB	Katrina Hamdan.....PEIA
Jordan Hannah.....CPRB	Kara Anderson.....Personnel
Amber Hawkins.....CPRB	James Bateman.....Personnel
Joshua Hudnall.....CPRB	Gary Goble.....Personnel
Ashley Knapp.....CPRB	Tracy Richardson.....Personnel
Nathan Moul.....CPRB	Lisa Conley.....Pub.Def.Srvs.
Haley Perry.....CPRB	Robert Ross.....Purchasing
Timothy Phillips.....CPRB	Jason Thompson.....Purchasing
Jennifer Scarbro.....CPRB	Jessica Hovanec.....Purchasing
Victoria Sutton.....CPRB	Misty Corsaro.....Real Estate
Nancy Crawford.....Finance	Kenneth Jackson.....Real Estate
Marjorie Stephenson.....Finance	John McHugh.....Real Estate
Chena Hill.....Fleet	Ronald Pleasant.....Real Estate
Leigh Jackson.....Fleet	Andrew Sabatino.....Real Estate
Nicole Adkins.....Gen.Srvs.	Christopher Bailey.....Technology
Betsy Allen.....Gen.Srvs.	Ethan Boley.....Technology
Justin Dible.....Gen.Srvs.	Michael Ebert.....Technology
David Haynes.....Gen.Srvs.	Matthew Fenney.....Technology
Gary Pennington.....Gen.Srvs.	David Highland.....Technology
Stephen Pinkerton.....Gen.Srvs.	Carlos Kinder.....Technology
William Raines.....Gen.Srvs.	Donnie Lively.....Technology
Landon Brown.....Grievance	Chaz Pittman.....Technology
Carrie LeFevre.....Grievance	Adam Robinson.....Technology
Crystal Broyles.....PEIA	Joshua Spence.....Technology

# Administrative Notes

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

Jim Justice  
Governor

Samantha Knapp/  
Communication Director/Editor

Production  
Jess Chambers  
Courtney Johnson  
Teresa Cutlip

Special Thanks  
Kaye Parks