

# Quotes, Notes & Anecdotes

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## 2025 West Virginia Legislature Passes Several Bills Affecting the Department of Administration

During the 2025 session of the West Virginia Legislature, lawmakers passed a variety of bills affecting the Department of Administration and its agencies. Here is a rundown of some of those bills:

### Department of Administration

**HB 2002** establishes a permitting process that will include the creation of a Permitting Dashboard to operate as a “one stop shop” for obtaining and renewing various business permits, streamlining the permitting process in West Virginia.

**HB 2013** transfers employees to the classified exempt service in an effort to reduce bureaucracy and create a more efficient government. The bill exempts new hires, employees transferring to, and promotions within the Bureau of Senior Services, the Department of Administration, the Department of Environmental Protection, the Department of Revenue, and the Department of Veterans Assistance from the civil service system. Employees currently in the classified system will remain classified and retain grievance rights unless they elect to take a new

position.

### Purchasing Division

**SB 573** prohibits state agencies and political subdivisions from restricting the use, purchase, or sale of motor vehicles based on energy or power source.

**HB 2960** implements a two-year pilot program in which the Division of Highways will hire multiple vendors for snow removal on secondary roads in Monongalia and Preston counties. If a vendor's performance is unsatisfactory, the secretary of the Division of Highways may terminate the contract with 30 days notice.

**HB 2152** requires state agencies to pay vendor invoices within 45 days of a legitimate payment claim. If the agency fails to pay the claim within the requisite 45 days, it must report that failure to the state auditor. Additionally, any vendor or grantee who does not receive payment within the requisite 45 days may report that violation to the state auditor.

**SB 734** repealed the environmental procurement initiative within the

A. James Manchin Rehabilitation Environmental Action Plan (REAP) Program. This is a minor change eliminating a few requirements, such as the provision of a 10% preference for recycled paper products over non-recycled and requirements for the use of composting in landscaping projects. Those who utilize federal funds should double check the federal requirements before making changes to future solicitations.

**SB 587** makes several significant changes to government contracting procedures in West Virginia. First, it increases the minimum competitive bid threshold for construction projects from \$25,000 to \$50,000 and establishes a 90-day bid validity period. The bill also clarifies contract negotiation procedures when bids exceed budgeted amounts, allowing for limited negotiations with the lowest qualified bidder. Most notably, the bill introduces the Government Construction Management At-Risk Contracts Act, which provides state and local government entities with the use of construction management

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PEEK**

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at-risk contracts for large projects with an estimated total cost of \$20 million or more. This new contracting method requires a two-step process involving a qualifications phase and a proposal phase, where firms are evaluated based on factors like financial resources, personnel capabilities, performance history, and other criteria. The evaluation will use a “best value” selection process that considers pricing and performance components. The bill mandates the creation of an evaluation committee, establishes detailed proposal requirements, and includes provisions for contract amendments and public record accessibility. The new contracting method is optional for government entities and will be in effect until July 1, 2030, with the Purchasing Division required to report annually on its implementation and effectiveness.

**SB 485** provides a specific exemption for the Secretary of State from the competitive bidding process when purchasing critical election infrastructure technologies. The exemption applies to voter registration systems, voting systems, electronic poll books, election results reporting systems, and other technologies used in voter registration, maintenance, or election conduct, as defined under federal critical infrastructure protection law. All related documents such as bids, quotes, specifications, contracts, change orders, and amendments must still be submitted to the Purchasing Division for public posting on the division’s website.

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### PEIA

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**SB 710** creates the practice of teledentistry in West Virginia. The law defines teledentistry as health care provided by a professional located at a distant site to diagnose, treat, educate, manage care, or consult with a patient

located in the state. Telehealth providers must obtain a license in West Virginia and possess professional liability insurance. A provider may not treat a patient based solely on an online questionnaire and must review a patient’s relevant history, medical records, and diagnostic records. Teledentistry services are intended to supplement traditional treatment methods and not as a replacement for in-person examinations. Services provided for emergency care and public health programs may occur without an initial in-person visit. However, all orthodontic care requires an initial in-person visit.

**SB 565** allows optometrists in West Virginia to perform several surgical procedures, including laser treatments, in their offices.

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### Board of Risk and Insurance Management

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**HB 2164** allows West Virginia public and private schools to employ security personnel. The bill provides guidelines on who may serve as a security personnel and lays out the required training. School security personnel may carry a firearm and detain individuals, but may not arrest.

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### Ethics Commission

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**HB 2120** requires an Ethics Commission member to recuse themselves from any decision involving a candidate or campaign to which they made a financial contribution. The bill also requires the commission to develop and create an electronic lobbyist registration and reporting system available for public use on its website. The bill requires grassroots campaigns to report advertising by outlets for expenditures of \$5,000 or more.

**SB 736** updates the requirements for lobbyist information publication in West Virginia. It mandates that each registered

lobbyist submit a recent photograph to the state Ethics Commission along with their employer’s name and a brief biography.

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### Office of Technology

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**HB 3187** relates to the West Virginia Task Force on Artificial Intelligence (AI), originally created by legislation in 2024 and charged with identifying the state agency responsible for AI policy and its implementation; determining existing and potential public interest use cases for AI; developing best practices for AI use in the public sector; and recommending legislation to protect individual rights and data privacy related to AI. The 2025 legislation extends the life of the task force from July 2025 to July 2027. It also expands the scope of the taskforce to include identification of economic opportunities related to AI.

**HB 3144** encourages the development of wireless infrastructure and sets policies to govern infrastructure deployment. It is based on the model legislation developed by the Wireless Infrastructure Association.

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### Consolidated Public Retirement Board

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**SB 715** establishes new confidentiality protections for personal information held by the CPRB, recognizing the heightened risks of fraud and identity theft. Specifically, the bill declares that all records maintained by the CPRB containing personally identifiable information are confidential and exempt from public disclosure under existing state freedom of information laws. The protected information includes, but is not limited to, Social Security numbers, account numbers, birth dates, addresses, phone numbers, email addresses, medical information, and direct deposit data. The bill ensures that the individuals to whom the records pertain or persons they authorize can still access their own personal information.

# Preventing Identity Theft: Five Steps to Safeguarding Personal Information

With advancements in technology and the increasing reliance on online platforms, there are always new challenges for protecting personally identifiable information (PII).

Criminals are becoming more sophisticated by using artificial intelligence (AI). There are measures you can take to safeguard your PII to prevent identity theft.

## 1. Strengthen Your Passwords

Identity thieves are increasingly using AI-powered tools to crack weak passwords. To counteract this:

- Use a strong password that contains at least 12 characters. Avoid common phrases or easily guessable information.
- With so many accounts, it can be difficult to remember complex passwords. Password managers can generate and store secure passwords for each account, so you don't have to reuse the same password.
- Enable two-factor authentication (2FA) on all accounts that offer it.

## 2. Monitor Your Financial Accounts Regularly

Identity thieves can quickly drain bank accounts or rack up credit card charges. Regular monitoring is crucial:

- Set up bank and credit card alerts for large or suspicious purchases to catch fraudulent activity.
- Use credit monitoring services.
- Check your credit reports at least once a year.

## 3. Be Aware of Phishing and Social Engineering Scams

Phishing attacks, where criminals impersonate legitimate institutions to steal sensitive information, are becoming more

sophisticated. To avoid becoming a victim:

- Be cautious of unsolicited emails, texts, or phone calls. Never click on a link or open an attachment from an unknown source.
- If you receive an email or message that seems urgent or too good to be true, independently verify the sender's identity. Many legitimate companies will never ask you for personal information via email.
- Avoid oversharing personal information on social media.

## 4. Protect Your Devices with Advanced Security Measures

As more of our lives are stored on digital devices, protecting those devices from cybercriminals is essential:

- Use encryption to make sure your personal data will be unreadable without a password or key.
- Keep your software up-to-date. Regular updates for your operating system and apps include security patches.
- Install reliable security software.
- Use a Virtual Private Network (VPN) to protect your internet connection.

## 5. Limit the Information You Share Online

Hackers can easily collect personal data from online sources. Here are some tips to reduce your digital footprint:

- Review and update privacy settings.
- Be mindful of what you post online, including personal information like birthdates, addresses, and phone numbers.
- Only download apps from trusted sources and review the permissions each app requests. If an app asks for access to more data than necessary, consider deleting it.

## Get Healthy and Earn Cash with Personify Health App



State employees are encouraged to take advantage of a wellness tool available to them through the Public Employees Insurance Agency (PEIA).

Personify Health is a wellness app you can put on your phone. It comes with tools and resources to support your personal well-being goals. It includes free coaching, healthy habit tracking, fun step challenges, a video library, and more.

"A majority of our health care costs are associated with lifestyle-related chronic disease. By taking small steps to control lifestyle habits, we can save long term," said Cheryl Jack-

son, Wellness Program manager for PEIA. "The old adage 'an ounce of prevention is worth a pound of cure' plays out when we think of our health and health care. By engaging in some simple wellness activities, we can sometimes avert the development of some chronic health conditions."

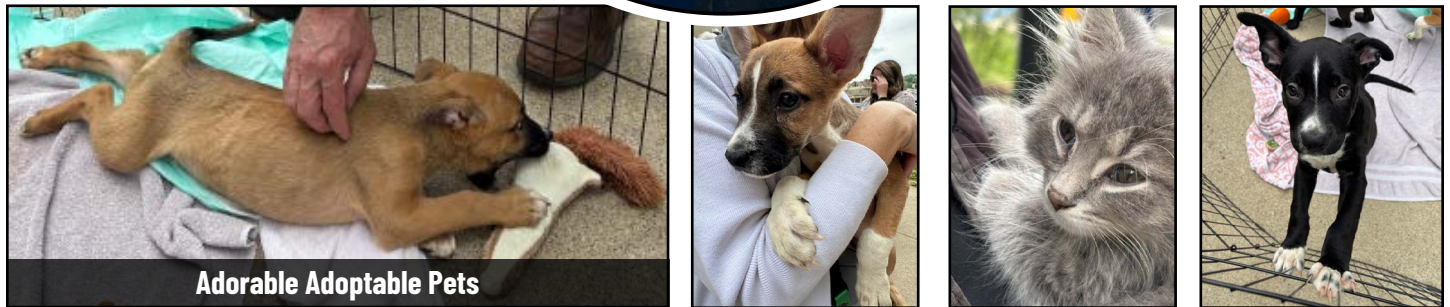
To get started, go to <http://join.personifyhealth.com/PEIA> and download the app, then create an account.

In addition to living a healthier life, there is a monetary incentive. Members can earn up to \$25 per quarter (or \$100 per year), and if they meet the points target of 15,000 points they will be eligible for quarterly drawings for \$1,500 and \$1,000.

More information is available on the Personify Health website [https://peia.wv.gov/wellness\\_tools/Pages/Personify.aspx](https://peia.wv.gov/wellness_tools/Pages/Personify.aspx).



# Public Service Recognition Week 2025





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## DOA Recognized as Red Cross Premier Blood Partner

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The Central Appalachian Region of the American Red Cross has recognized the West Virginia Department of Administration as a Premier Blood Partner.

The DOA hosts several blood drives each year on the Capitol campus. In 2024, state government workers came together to donate an incredible 189 units of blood — helping save lives and support patients in need across the country.

According to the Red Cross, blood drive partners are an essential part of the lifesaving network connecting generous blood donors to patients who need blood to survive. The Premier Blood Partners program is designed exclusively for the top blood drive partners as a way to recognize and augment the tireless efforts they contribute to the community and national blood supply.

Premier Blood Partners are organizations that collect at least 50 donations per year and have a minimum blood drive size of 30 units. These partners receive an Annual Impact Recognition Certificate, a pin for the Primary Blood Program Leader, and other benefits such as a 10% discount on the Red Cross Store. Additionally, the Red Cross recognizes individual donors with awards like the Blood Hero Award and may offer incentives like gift cards or entries into sweepstakes.

The next blood drive is scheduled for Aug. 7 from 9 a.m.-3 p.m. in the Capitol Room of Building 7.



**American  
Red Cross**

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## GSD Committed to Streamlining Operations

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In response to Gov. Morrisey's Executive Order No. 5-25, the General Services Division (GSD) Efficiency Committee was formed to streamline operations for GSD. A representative was chosen from each section of the General Services Division to elicit diverse opinions from across the agency, and these delegates are committed to finding efficiencies, eliminating waste, and improving internal workflows across all sections of GSD, with a focus on promoting accountability.

As the agency continues its efforts to optimize operations, its long-term objective is to monitor and manage expenditures effectively.

The committee's top priority in May was the reorganization of the division's new warehouse, on the east side of the campus behind the daycare, to maximize space efficiency and reduce outdated inventory, guided by valuable input from team members across GSD.

In addition, GSD is reviewing several key areas for future endeavors, including office supply purchasing, fleet management, invoice and procurement tracking tools, and energy efficiency practices. The committee meets weekly to identify and implement improvements that support its mission of making the agency more effective and resource-conscious.

## Dyer Named Chief Privacy Officer



**David Dyer**

West Virginia has two new leaders in charge of protecting the state's sensitive information. David Dyer has been named Chief Privacy Officer, and Mary Ann Escarda has been promoted to Deputy Chief Privacy Officer.

Dyer has experience in managing both state and federal programs, including his role as an agency privacy officer and his work on the Jobs for Veterans State Grant (JVSG) program.

Dyer's goals for the Privacy Office are clear and comprehensive. He plans to strengthen data protection practices, provide targeted training based on past trends and emerging issues, and create a proactive culture of data security. This includes developing clear procedures, implementing continuous monitoring, and using data analysis to identify potential risks before they become issues. His approach is designed to not only support regulatory compliance, but also to build a culture of trust and transparency across the state's workforce.

Escarda has been with the Privacy Office during its transition to a new chief privacy officer. She recently earned her Master's in Information Systems, further enhancing her ability to protect sensitive information. Her experience and commitment to data protection make her a vital part of the Privacy Office's leadership team. Additionally, the Privacy Office will soon be hiring a new administrative assistant to strengthen the team's support capabilities.

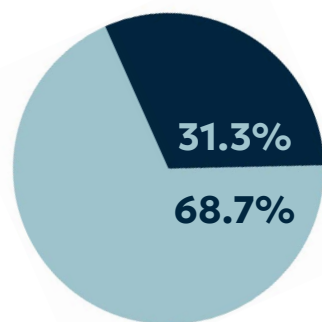
"Our goal is to support every agency in their efforts to protect sensitive information," Dyer said. "We want to work together to identify risks, develop practical solutions, and strengthen our overall data protection strategies."

Dyer is ready to work closely with agencies across state government, building the relationships needed to keep privacy a top priority.

"Privacy is not just about policy but about people," he said. "Dedicated public servants are working every day to protect the sensitive data of West Virginians."

## Question of the Month

Last month, we asked Department of Administration employees **“Would you rather get two weeks of paid vacation with no restrictions or get six weeks of paid vacation but with restrictions (no travel outside of your town and no Mondays and Fridays off)?”**



- Get two weeks of paid vacation with no restrictions
- Get six weeks of paid vacation but with restrictions (no travel outside of your town and no Mondays and Fridays off)

**Welcome! ...** The Department of Administration is pleased to welcome **Cody Young (CPRB)**. **David Dyer** also transferred from WorkForce to BRIM; and **Candace Colagrosso** transferred from DHHR to Finance.

**Happy Retirement! ...** After years of hard work and dedication, we would like to wish **Victoria Sutton (CPRB)** the very best during her retirement.

**Congratulations! ...** **Mark Fox (Surplus)** welcomed his first grandchild on May 2. Arya Bea Fox was 5.8 lbs, 19.5 inches long and three weeks early! Welcome to the world, Arya!

**Best Wishes ...** to **Ashley Gunnoe (CPRB)**; **Jennifer Boggess (CPRB)**; **Jennifer Priddy (PEIA)**; and **Matthew Reynolds (Finance)** who recently resigned from our department.

**Question of the Month ...** Thank you to all of the individuals who continue to participate in our Employee Question of the Month. This month we want to know **“What’s a recent moment that made you laugh really hard?”**. To answer this question, visit <https://bit.ly/4dBSBkK>.

**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 JUNE

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

<b>AVIATION</b>	Jeremiah Moyers	<b>GEN.SRVs. continued</b>	Steven Neville	<b>WVOT</b>	James Amos
<b>BRIM</b>	Lora Simmons-Myers		Jon Patton		Philip Beckett
<b>CPRB</b>	Tracy Batman		John Persinger		Eric Farr
	Samantha Chance	<b>GRIEVANCE</b>	Jamie Smith		Michael Green
	Rachelle Davis		Ronald Reece		James Harrison
	Tina Eddy	<b>PAI</b>	Amy Leslie		Zachary Jarrett
	Jeff Fleck	<b>PEIA</b>	Vanessa George		Scott Kebler
	Tamera Hunt		William Hicks		Jonathan Lupson
	Jeremiah Jones		Meredith		Jerry McKee
	Bonita Knapp		Hollandsworth		Michael Metz
	Jacob Shanklin		Amy Stalnaker		Christopher Miorrelli
	Marquis Smith		Lisa Wojcieszak		Amy Newman
<b>FINANCE</b>	Victoria Carrel	<b>PERSONNEL</b>	Webster Arceneaux		Jeffrey Nichols
	LeAnne Neccuzzi		Jon Castleberry		Travis Reynolds
	Dena Smith		Jessica Chambers		Cavan Riley
<b>FLEET</b>	Hannah Elgin		Laura Mann		Donald Rogers
	Abby Moore		Wendy Mays		Daniel Shriver
<b>GEN.SRVs.</b>	Perry Allen		Mary Youngblood		Gary Smith
	Roger Allen	<b>PUB.DEF.SRVs.</b>	Mallory Thompson		Dakota Sowards
	Joey Campbell		Crystal Walden		Emily Stark
	Walker Dice	<b>PURCHASING</b>	Frank Whittaker		Joshua Tinnel
	Gregory Edelman	<b>SEC.ADMIN.</b>	Eric Householder		Shannon Workman
					Katrina Young

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Patrick Morrissey  
Governor

Samantha Knapp/  
Communication Director/Editor

Production  
Courtney Johnson  
Teresa Cutlip  
Jessica Carl