



# Quotes, Notes & Anecdotes

A Monthly Employee Newsletter Published by the Department of Administration

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## Employee of the Month

### Finance's Joselyn Casto Maintains Good Attitude on the Job

**JOSELYN CASTO**, an Accounting Technician III for the Accounting Section of the Division of Finance, has been selected as the Department of Administration's **Employee of the Month** for February.

A 10-year employee of state government, Joselyn is responsible for processing invoices for the licensing boards and commissions.

In addition, she handles the invoice payment process

for other agencies within the Department of Administration.

According to one of her co-workers, "Joselyn is very knowledgeable regarding the payment process of invoices." Another co-worker added, "She always has a good attitude in the workplace and works well with others. She does not complain when asked to perform various tasks and duties."

In her spare time, Joselyn especially enjoys babysitting her granddaughters and spending quality time with her boyfriend. She also likes to train and play with her Chow puppies, reading, sewing and exercising.

Please join Joselyn's friends and co-workers at a special ceremony in her honor on Friday, February 9 at 11 a.m. in the State Capitol Rotunda.



**JOSELYN CASTO**  
February Employee  
of the Month

## State of the State Address

### Governor Outlines His Plan for a "Better West Virginia," Building Upon Past Accomplishments



In his third State of the State Address, Gov. Joe Manchin devoted most of his speech to mine and job safety initiatives.

In his third State of the State Address, Gov. Joe Manchin outlined his plans for a better West Virginia, indicating his pledge to build upon the accomplishments of the past year. "It certainly has been a challenging year for West Virginia, but it has been a productive and encouraging one as well," he said. "While there have been tragedies, there have also been triumphs."

The governor was referring to the trials surrounding the Sago Mine Disaster, but also the triumphs relating to the

various successes in his administration thus far, including the privatization of Workers' Compensation, the on-going reduction of the food tax, continued job creation, and the management of our state's long-term debt.

In light of these trials and triumphs, the governor offered proposals addressing ways to make West Virginia a better, cleaner and safer place to live. The governor stated he will direct \$4 million to the Office of Miners' Health, Safety and

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## Sneak Peek INSIDE...

- ♦ Temporary Cafeteria Offers Wide Range of Choices
- ♦ Department Agencies Recognized for Financial Reporting Achievement
- ♦ Frequently Asked Questions on 2008 PEIA Finance Plan
- ♦ New Online Registration System for TLC

# Temporary Cafeteria Offers a Wide Range of Choices to State Employees and Visitors



Employees, lobbyists and legislators have visited the temporary cafeteria, which opened on January 8, in the basement of the Cultural Center.

On Monday, January 8, the temporary cafeteria at the State Capitol opened its doors for business in the basement of the Cultural Center.

The Department of Administration has partnered with Pittman Snax Sales, Inc. and Morrison Healthcare Food Services, which services the cafeterias at the Charleston Area Medical Center's (CAMC) facilities, to provide the food service for the temporary cafeteria.

Employees, lobbyists and legislators arrived the opening day to check out what the cafeteria had to offer. Some of the entrees made available for lunch include roast chicken, salisbury steak, baked lasagna, pizza and roast beef. A variety of steamed vegetables and home made soups are also among the

selection as well as a wide range of salads, sandwiches and desserts.

In addition to the daily lunch menu, the cafeteria also serves

## CPRB Resolution Commends Governor and 77th Legislature for Fiscal Responsibility

The West Virginia Consolidated Public Retirement Board (CPRB) recently announced that its members unanimously passed a formal resolution commending Gov. Joe Manchin III and the members of the 77th State Legislature for demonstrating fiscal responsibility in addressing and protecting the retirement plans administered by the CPRB.

"The Board unanimously passed this resolution because it wanted the governor and the 77th Legislature to know how important these financial contributions above and beyond the required contributions are to the members and retirees of all of our retirement plans as well as to the state's economy," said CPRB Executive Director Anne

Lambright. "The Consolidated Retirement Board and its staff work hard to be financially responsible and are so appreciative of the governor and the Legislature for this extraordinary effort to help fund these retirement plans and look forward to working with the governor and the 78th Legislature in continuing this progress."

During the 2006 calendar year, approximately one billion dollars was appropriated, including \$294 million to the Public Safety Death, Disability and Retirement System (Trooper Plan A); \$600 million to the Teachers' Retirement System; and \$40 million to the Public Employees Retirement System and Teachers' Retirement system to fund the retiree increase.

delicious breakfast foods ranging from egg casserole, bacon, sausage, pastries, cereals, yogurts and fruits. Another benefit offered exclusively by Canteen, is the "Balanced Choice" menu, a dining option for the consumer seeking sensible foods for a healthier lifestyle.

The temporary facility offers dining and carryout availability and is open Monday through Friday from 7:00 a.m. to 2:00 p.m.

To view the weekly menu for the Temporary Capitol Cafeteria, please access the Department of Administration's website at:

<http://www.state.wv.us/scripts/admin/index.cfm>

At this site, click the link, "Capitol Complex Cafeteria Menu" on the left frame of the page. State employees are encouraged to check this site each week for updated information.



The Department of Administration has partnered with Pittman Snax Sales to provide the food service for the temporary cafeteria in the Cultural Center basement.

## State of the State Continued from Page 1

Training for additional safety inspectors and instructors, and introduce legislation to expand the director's authority to shut down mines with multiple, repeat safety violations.

With a focus on mine and job safety initiatives, the governor stressed that safety in any of our West Virginia workplaces should never be taken for granted. Consequently, he proposes to enhance workplace safety and increase new workforce education programs. "We need to acknowledge the growing safety concern of workforce drug abuse," he said. "To highlight the importance of operating a drug-free workplace, I am proposing that the executive branch of state government lead the way and start to address this issue by adding a drug test requirement to the hiring process for all new executive branch employees." He also addressed state employee compensation, proposing a 2.5 percent one-time employment incentive payment for our state employees, with a minimum incentive payment of \$600 and a maximum of \$1,200.

"As we all know, the best thing that we can do to improve services and salaries and to positively impact our state's budget is to continue to grow our economy. In the last two years, employment in West Virginia has risen by more than 18,000 jobs with approximately \$3.5 billion worth of new business investments being made in our state," the governor said.

The West Virginia Healthy

Lifestyles Coalition, in conjunction with the Benedum Foundation and the West Virginia Main Street Program, is developing the infrastructure needed to implement consistent, comprehensive obesity prevention, community projects and control strategies at the local level.

In addition, the governor announced an honorary chair of the West Virginia Healthy Lifestyles Coalition, Phil Pfister, who will help with all facets of West Virginia's efforts, including marshaling our resources, recognizing people who are making a difference and educating children on the importance of starting their healthy habits early. A native West Virginian, Pfister was recently named the World's Strongest Man for 2006.

Enabling consumers to become more active in the management of their health care, the governor announced the launch of a new healthcare effort called **CompareCare West Virginia**. By visiting its website at [comparecare.wv.gov](http://comparecare.wv.gov), consumers will be able to see timely, trustworthy information on how much our state hospitals charge, on average, for common medical procedures and diagnostic testing.

Some of the other issues raised by the governor included continuing efforts to expand broadband access in West Virginia; improve clean drinking water to all of the 38 communities currently listed on the Abandoned Mine Lands Waterline List by 2010; and,



through the REAP program, improve the appearance of our communities so that they are attractive to businesses, tourists and residents.

Lastly, the governor said he was pleased to propose the next big step in West Virginia's e-medical records work -- the introduction of e-prescribing. With the appropriate information technology, doctors will be able to safely and securely send prescriptions over the Internet or other networks to waiting pharmacists.

By digitalizing the prescription process, healthcare providers, payers, pharmacies and, in turn, patients will realize cost savings. And, e-prescribing has been shown to significantly reduce the prescription error rate, thereby enhancing overall patient health and safety.

"My main goal as your governor is simply to make West Virginia the best that it can possibly be," the governor said. "With the help of many important partners, such as a Vision Shared, we are reconstructing this state one brick at a time -- with every year's successes being placed upon the foundation formed by the ones that came before."

Governor Manchin, accompanied by the First Lady, met with members of the media after the State of the State Address concluded.

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& Anecdotes  
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Department of  
Administration

**Joe Manchin III**  
Governor

**Robert W.  
Ferguson Jr.**  
Cabinet Secretary

**Diane Holley**  
Communication  
Director/Editor

### **Special Thanks**

Betsy Chapman  
Debbie Harrison  
Kaye Parks  
Steve Rotsch



# State Agencies Recognized by Governor Manchin for the Achievement in Financial Reporting



Board of Risk and Insurance Management

Pictured (l-r): Melody Duke, June Butterfield, Governor Manchin, Executive Director Chuck Jones and Steve Schumacher.



Division of Finance - FARS

Pictured (l-r): Angela Leshon, Sheila Straley, Susannah Carpenter, Jane Shinn, Governor Manchin, Director Ross Taylor, Robert Seabolt, and Connie Byrne. Not pictured: Shawn Carper, Becky Hayes and Chris Sforza.



Public Employees Insurance Agency

Pictured (l-r): Tammy Scarberry, Joe Estep, Jason Haight, Governor Manchin, Larry Stover and Chip Myers.

On January 18, Gov. Joe Manchin honored three state agencies within the Department of Administration, along with the State Budget Office of the Department of Revenue, for excellence in financial reporting.

The state of West Virginia has received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association of the United States and Canada (GFOA). This recognition is for the state's comprehensive annual financial report (CAFR) for the year ended June 30, 2005. In making this prestigious national award, GFOA recognizes conformance with the highest standard for preparation of state and local government financial reports.

This Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. A government agency must publish an easily readable and efficiently organized CAFR before being awarded the Certificate.

The **Financial Accounting and Reporting Section** of the Finance Division prepares this report on behalf of the state. This year marks the 11th year the state has achieved this recognition.

The **Board of Risk and Insurance Management** (BRIM) has also received the Certificate of Achievement for Excellence in Financial Re-

porting from GFOA for its comprehensive annual financial report. This is also the 11th year that BRIM has received this recognition.

The comprehensive annual financial reports are judged by an impartial panel to meet the high standards of the program, including demonstrating a constructive "spirit of full disclosure" to clearly communicate the entity's financial story and motivate potential users and user groups to read the CAFR.

For the eighth consecutive year, the **Public Employees Insurance Agency** joins the list of agencies within the Department to earn the Certificate of Achievement for Excellence in Financial Reporting from GFOA for its comprehensive annual financial report.

The **State Budget Office** received the Distinguished Budget Presentation Award from GFOA. This marks the 11th year the State Budget Office has received this recognition. This award is the highest form of recognition in governmental budgeting. In order to receive this award, the state had to satisfy nationally recognized guidelines for effective budget presentation, including a policy document, a financial plan, an operations guide and a communication device. West Virginia is one of only seven states to get this recognition.

The GFOA is a nonprofit professional association serving more than 16,000 government finance professionals with offices in Chicago, IL and Washington, DC.

# Frequently Asked Questions Offer Clarification on the Approved PEIA Finance Plan for 2008



In last month's issue of **Quotes, Notes & Anecdotes**, the adoption of the 2008 finance plan for the Public Employees Insurance Agency was reported. To clarify some of the plan changes, below are a few frequently asked questions:

## What does the new plan include?

The new plan includes no premium increase for active employees, non-Medicare retirees, and non-State agencies. It also includes a premium reduction for Medicare retirees of about \$22 per month for each Medicare beneficiary.

## Are there benefit changes for everyone?

Yes, for everyone in the plan, the prescription drug deductible for a family will increase to \$150. The co-payment for non-preferred brand name drugs will increase from \$30 to \$50.

## Are there other changes for Medicare-eligible retirees?

Yes. There are two broad changes for Medicare retirees. First, PEIA plans to move Medicare retirees to a Medicare Advantage/Prescription Drug (MAPD) Plan.

Second, PEIA will change the way it coordinates benefits with Medicare so that the retiree has some financial stake in his/her health care decisions. The retiree will be responsible for co-payments and co-insurance associated with medical care up to a \$500 per person maximum per year.

## What is MAPD?

MAPD is a Medicare Advantage Prescription Drug plan. This is a plan that's licensed by the federal government through the Centers for Medicare and Medicaid Services (CMS). These plans provide both medical and prescription drug benefits to Medicare-eligible retirees. CMS pays the MAPD plan to provide coverage for Medicare members, and the MAPD takes full responsibility for paying the members' benefits.

## What happens if a retiree cannot afford these changes? Will they lose coverage?

If a retiree truly cannot afford these changes, PEIA offers a Retiree Assistance Program that provides premium relief to retirees who are at or below 250% of the Federal Poverty Level, depending upon their years of service. The program reduces premiums and out-of-pocket costs for these retirees based on their household income and their years of public service.

Since PEIA does not have income information for retirees, the only way to administer the program is by requiring retirees to apply for this assistance. The application form is not complicated, but it does require the retiree to submit a copy of his/her most recent tax return so that PEIA can determine what level of assistance can be provided. For additional information on this program, contact PEIA at 558-7850.

## Why is PEIA making these changes now?

There are two reasons for the changes: (1) Medicare is currently paying MAPD a very favorable capitation for MAPD plans. These federal dollars will help pay the medical costs of Medicare retirees if PEIA moves them to an MAPD plan; and (2) PEIA and its participating employers are now required to report the financial liability for Other Post-Employment Benefits (the OPEB liability), including retiree health benefits. This liability has been estimated by two different actuarial firms to be \$8 billion if the state continues to provide retiree benefits as they are currently offered. Moving Medicare retirees to an MAPD plan and making the benefit changes will reduce this liability substantially. Since the OPEB liability will have an affect on the state's bond rating, it is crucial that action be taken now to reduce the liability.

## Couldn't PEIA delay this by a year?

If PEIA delays these changes, it will only increase the state's future liability and require more drastic changes in the future. It is imperative that PEIA begin to deal with this issue immediately to control the future liability without creating an unreasonable hardship on any plan member. West Virginia is not the only state dealing with these issues. Every public entity is now required to report its OPEB liability, and all of them are working on ways to minimize the impact of the liability.

For further details to PEIA's Financial Plan, check their website at [www.wvpeia.com](http://www.wvpeia.com) or contact PEIA staff at 558-7850 or:

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# New Online Registration System Offered with TLC

The Technology Learning Center of the Office of Technology is pleased to introduce a new online registration system which allows immediate registration for technology classes. In addition to registering for the classes, this website provides other information about classes, such as the time/date of the class, the participants registered, and an outline of the classes.

"We've been working on this site for over a year," said Technical Coordinator/Teacher Marilyn Padon. "The response has been very enthusiastic. Everyone likes the immediate notification."

The website is very easy to use. Simply access [www.wvtlclasses.com](http://www.wvtlclasses.com), and select the hyper link, "State of WV Employee Education Online Registration," located on the left hand side of the page. Access "My Account" from the toolbar; then select "First Time User" to begin to build your profile.

Once the profile is established, you are ready to start registering for classes. Canceling a class or changing the date may also be completed by the user. Prior to the start of the class, an automatic reminder will be sent to you.

"This is wide open for other agencies to use as well," said Padon. "We hope they will bring their class registration needs to this site."

For additional information on the Technology Learning Center's new online registration system, please contact:

**Marilyn Padon, Technical Coordinator/Teacher**  
IS&C / Office of Technology  
558-5472, ext. 8842

[mpadon@wvadmin.gov](mailto:mpadon@wvadmin.gov)

**Welcome!...**to the employees who recently joined our department: **Dan Olthaus, Jacqueline Scott, Greg Welch** and **Dale Watson** (all from General Services); **Mike Sheets** (Purchasing); and **Wanda Casto** (CHIP).

**Best Wishes...**to **Kathy Young** of the Consolidated Public Retirement Board (CPRB) who recently resigned from our department.

**Time to Relax...**The Department of Administration extends its best wishes to our employees who have retired from state government. May these employees' retirement years be filled with happiness: **Joyce Christenson** (Personnel); **David Keith** (Office of Technology); **Sandy Singleton** (Purchasing) and **Erline Davis** (CPRB).

**Movin' on Up...**Congratulations to our employees who were recently promoted within their agencies/divisions: **John Doub** of the CPRB from a Retirement Advisor to Accounting Technician IV; and **David Shingleton** of the Office of Technology from an Information Systems Consultant III to an Administrative Services Manager II.

**2007 Agency Purchasing Conference Scheduled...**This year's Agency Purchasing Conference has been tentatively scheduled for October 9-12 at Stonewall Jackson Resort for all agency procurement officers and staff. Additional information will be made available as the date approaches. Mark your calendar now for this state-wide event!

**Got News?...**Let us know what's going on with you and your family. Contact Diane Holley, Editor, at (304) 558-0661 with information to share with the department's employees.

### Happiness...

Happiness can be defined, in part at least, as the fruit of the desire and ability to sacrifice what we want now for what we want eventually.

Stephen Covey

## HAPPY BIRTHDAY ... in February

- |  |  |
|--|--|
| <b>2</b> Michael Ebert ..... Technology<br>Jill Farrar ..... BRIM<br>Diane Holley ..... Purchasing<br>Alicia Legg ..... CPRB | <b>17</b> Jim Bateman ..... Personnel<br>Vicki Sutton ..... CPRB                                       |
| <b>3</b> Willadean Fisher ..... Purchasing   | <b>18</b> Billy Tincher ..... Gen. Svcs.   |
| <b>5</b> Debbie Watkins ..... Purchasing   | <b>19</b> Teresa Martin ..... Personnel  |
| <b>6</b> Sheryl McGinnis ..... Personnel   | <b>20</b> Tracy Ketter ..... Personnel<br>Harold Loy ..... Gen. Svcs.<br>David Nearhoof ... Technology |
| <b>7</b> Marsha Casto ..... Personnel<br>Diana Lunsford ..... CPRB   | <b>21</b> Tom Booth .... Public Defender<br>Lon Dittebrand .... Technology                             |
| <b>8</b> Ken Frye ..... Purchasing   | <b>22</b> Rick Pickens ..... Technology  |
| <b>11</b> Susan Pauley ..... CPRB  | <b>23</b> Regina Williams ..... CPRB   |
| <b>12</b> Paul Dixon ..... PEIA  | <b>24</b> Fayette Bowen ..... PEIA   |
| <b>13</b> Valerie Rist ..... BRIM  | <b>26</b> Donnie R. Lively ... Technology  |
| <b>14</b> John Patton ..... Gen. Svcs.   | <b>27</b> Barbara Haddad .. Technology<br>Timothy Phillips ... Technology                              |
| <b>16</b> Neil Bowman ..... Gen. Svcs.   | <b>29</b> Hugh Warner ..... Technology   |

