



Quotes, Notes & Anecdotes

A Monthly Employee Newsletter Published by the Department of Administration

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Employee of the Month

PEIA's Grace Morton Promotes Harmony in Office

GRACE MORTON, an Eligibility Assistant with the Public Employee Insurance Agency (PEIA), has been selected as the Department of Administration's **Employee of the Month** for February.

A five-year employee of state government, Morton is responsible for updating coverage information of PEIA members. She performs numerous data entry for the state's boards of educations, notifies insurance carriers that enable members to get medical claims and prescriptions

covered, and prepares correspondence to members.

According to one of her co-workers, "Grace truly promotes harmony in the workplace and always has a smile on her face for everyone she works with. She gets her job done and enjoys helping others. She is always ready to lend a hand, listen and to understand."

Another co-worker added, "Gracie goes above and beyond her job duties. She is known as 'mom' throughout PEIA's Customer Services Unit

because she shows concern, compassion, encouragement, appreciation and sympathy toward her co-workers."

In her spare time, Morton enjoys reading and participating in church activities.

Morton will be joined by her friends and co-workers at a special ceremony presented by Cabinet Secretary of Administration Rob Ferguson later this month.



GRACE MORTON
February Employee
of the Month



Gov. Joe Manchin III is pictured offering his fourth **State of the State Address** on January 9 to the state legislators and guests in the House Chambers.

Governor Joe Manchin Outlines his Goals and Initiatives During his Fourth **State of State Address**

Gov. Joe Manchin III outlined his goals and initiatives for 2008 during his fourth **State of the State Address** on January 9.

Speaking before the joint session of the Legislature and guests, the Governor outlined a list of objectives for lawmakers and state employees to consider. Some of the items included health-related initiatives, the Promise scholarship

program, pay raises and energy efficiency plans for buildings at the Capitol campus.

Regarding the latter initiative, the Governor noted that an energy conservation and savings contract was awarded in 2005 that guaranteed the State Capitol Complex would reduce its energy consumption by five percent.

"I believe we can do more,"

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Sneak Peek INSIDE...

- ◆ A/E Phase of Building 3 Renovation Underway
- ◆ The Capitol Food Court Opens: A Delicious Hit with Patrons
- ◆ CPRB Begins Administering New EMS Retirement Plan
- ◆ Administrative Notes

A/E Phase of Building 3 Renovation Underway



Building 3 at the Capitol Complex is currently being evaluated by an engineering firm for major renovations which are scheduled to begin in the fall. Building 3 employees will be relocated once the renovations begin.

Representatives of state agencies currently located in Building 3 on the State Capitol campus met in December with officials of the General Services Division and the Real Estate Division to gain information about an upcoming renovation project of this building.

Real Estate Executive Director Chuck Lawrence explained that the building will be completely renovated, beginning in the fall of 2008.

The firm of Perfido Weiskopf Wagstaff + Goettel was awarded the contract to per-

form the architectural and engineering services for this project.

Lawrence stressed that his division would work closely with the affected agencies to keep the disruption to their operations to a minimum through a coordinated effort. Because the renovation will require that all employees are vacated from the premises, alternative locations are currently being sought to relocate employees in this building while the renovation is being performed.

General Services Director David Oliverio offered insight as to how the completed project would differ from the current interior design of Building 3.

"We plan to open up the floor plan to enhance both ventilation and air flow as well as lighting. The HVAC and electrical units will be replaced to functional systems and technical infrastructure will be implemented," he said. "We also plan to restore the first floor of the building to the original design of the past, with the marble, attractive open space. Everyone will have greater access to daylight in the building."

Oliverio added that discussions have included large meetings rooms and conference space on the first floor to attract usage on campus. Additionally, steps are being taken to establish the appropriate features to achieve a 'green building' certification, offering an environmentally-friendly structure.

Erected in 1950, Building 3 was designed by Cass Gilbert, Jr., the son of architect Cass Gilbert who designed the State Capitol. According to General Services Division's Architect/Engineer Bob Krause, when originally designed and built, this structure offered state-of-the-art features for that time. He indicated that the goal of this project is to keep the original character of this building as intended by restoring the exterior and maintaining the marble interior walls.

"But inside, we want it to be a functioning 21st century office building," Krause added.

The building is expected to be vacated by approximately September of 2008. Agencies which are currently located in the building include the Department of Health and Human Resources, the Division of Natural Resources, Division of Banking, Public Defender Services, and the Division of Motor Vehicles. Once Perfido Weiskopf Wagstaff + Goettel completes the architectural and engineering study and design, the construction of this project will be bid and awarded.

"We want to make the transition as painless as possible for everyone involved," said Lawrence. The project is targeted for completion in 2010. More information will be reported in **Quotes, Notes & Anecdotes** as this project progresses.



West Virginia Offers Plenty of Winter Fun

Outdoor fun doesn't stop in West Virginia once winter arrives.

The Mountain State offers plenty of wintertime activities for those who like to play in the snow. The state Division of Tourism has a web site devoted to downhill and cross country skiing and other entertaining options. Go to www.WVwintersports.com for the latest offerings around the state during these cold months or visit the official West Virginia Ski Association web site at www.goskiwv.com.

There are links to the state's four downhill ski resorts as well as other in-state resorts and destinations which have specific wintertime festivities.

A Delicious Hit with Patrons

Capitol Food Court Opens

The new Capitol Food Court is certain to please more than just hungry appetites. The goal is to provide a positive overall dining experience for patrons of this establishment.

State employees, elected officials and Capitol tourists began to officially visit the Food Court on January 10. Guest Services, Inc., the company that operates the food services, was pleased with the smooth transition.

Greeting patrons is a totally redesigned eatery, offering quality food and an ambience exceeding many local restaurants.

"I really liked it when I was

able to go over for breakfast at 7 a.m.," said Nathan Mitchell of the Purchasing Division. "I had a fresh, made-to-order omelet with a cup of coffee for only \$5. The attendants were very helpful in finding what I needed. I am really pleased with the pricing and portions of the food."

The new entrance directs customers through a passageway which goes by a wall full of paintings depicting West Virginia's history.

"The Food Court has a great atmosphere to enjoy lunch and catch up with fellow state employees," commented Shelly Murray, also



of the Purchasing Division.

Jennifer Ballard of Personnel agrees. "The food is delicious and well-priced. The salad is fresh and the service is ultra-friendly," she added.

In the brightly lit serving areas, customers can choose

The location of the Capitol Food Court was recently renovated in the basement of the State Capitol.

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State of the State Continued from Page 1

the Governor said, "so I am directing our agencies to reduce consumption by at least 10 percent this year. Every little bit of conservation can make a big difference in our overall energy consumption, and it's as simple as turning off a light when you leave a room.

"In addition, as we renovate the buildings on the Capitol Complex or build any new buildings in the future, we're going to put in place energy-saving mechanisms that will make these buildings 'green,'" he said.

Other plans he proposed included:

- ◆ A "Kid's First Screening Initiative," which is designed to give every uninsured child entering kindergarten a

wellness screening before entering school beginning with the 2008-09 school year. The plan includes follow-up screenings in future years.

- ◆ Beginning Feb. 1, uninsured working West Virginians will be able to access free prescriptions.

- ◆ The Promise Scholarship Board to develop a rule requiring recipients to work in West Virginia following graduation as a condition to not pay back the Promise scholarship.

- ◆ Creating a "Come Home To West Virginia" campaign aimed at luring former residents back to the state.

- ◆ Calling for a three percent pay raise for service workers and state employees, as part of the \$4.275 billion proposed budget.

- ◆ Utilizing funds from the



current surplus to purchase an Enterprise Resource Planning system (as featured in the November 2007 issue of **Quotes, Notes and Anecdotes**).

For the complete text of Governor's **State of the State Address** and streamline video, visit Governor Manchin's web site at <http://www.wv.gov>.

Governor Manchin challenged state agencies to reduce energy consumption by at least 10 percent. "Every little bit of conservation can make a big difference in our overall energy consumption, and it's as simple as turning off a light when you leave a room," he said. Pictured is Building 6 after business hours.



The new public pension retirement plan for emergency medical service workers began January 1, 2008.

The Consolidated Public Retirement Board (CPRB) announced last month the implementation of a new public pension retirement plan, the Emergency Medical Services Retirement System (EMSRS), pursuant to **West Virginia Code** §16-5V-1 et seq., which went into effect January 1.

According to CPRB Executive Director Anne Lambright, its Board of Trustees welcomes the plan and her staff is looking forward to working with the 15 participating public employers and the eligible emergency medical services (EMS) officers who are now part of this new plan.

CPRB Begins to Administer New Emergency Medical Services Retirement Plan

The State Legislature adopted the plan during the 2007 Regular Session, but required that prior to becoming effective, each participating public employer must enact a resolution to enter the plan by the established deadline of December 31, 2007. It was also stipulated that each public employer must certify the EMS officers in its employ who were eligible to choose to participate.

Of the 429 employees who were currently in the Public Employees Retirement System (PERS) and the 531 total EMS officers eligible to participate, there were 409 employees in PERS and 477 total EMS officers who voted to participate in the new plan. This percentage far exceeded the statutory minimums of 85% of the EMS officers who are current PERS participants and 70% of the total eligible EMS officers.

The participating public employers include Berkeley County Emergency Ambulance Authority, Boone County Ambulance Authority, Brooke County EMS, Cabell County EMS, Clay County Emergency Ambulance Authority, Gilmer County Ambulance Service, Harrison County Emergency Squad, Inc., Jackson County EMS, Jefferson County Ambulance Authority, Kanawha County Emergency Ambulance, Logan Emergency Ambulance Service Authority, Putnam County EMS, Randolph County Emergency Squad, Weston-Lewis County Emergency Ambulance Service Authority, and Wetzel County Emergency Ambulance Authority, Inc.

The appointment of a representative for the new pension plan to serve on the Board of Trustees will be made by Gov. Joe Manchin III. Director Lambright explained that the EMS plan fund will be invested by the State Investment Management Board (IMB); the CPRB will select an EMS representative to serve as its designated representative to the IMB.

In addition to this new retirement plan, the CPRB administers the Public Employees Retirement System, the Teachers Retirement System, the Teachers Defined Contribution System, the State Police Plan A and Plan B Systems, the Judges Retirement System, and the Deputy Sheriffs Retirement System.



State employees are pictured viewing the Rotunda chandelier up close after it returned to the State Capitol last month, after nearly eight months of professional cleaning and restoration.

The Return of Chandelier Brightens Capitol Interior

Regardless of the outcome of the 2008 Regular Legislative Session, this one will certainly be remembered as one of the brightest ever, *literally*.

The return of the Rotunda chandelier on January 3, coupled with the return of the chandeliers in the Senate and House chambers in the fall, makes for a magnificent colorful glow inside the Capitol.

The Rotunda chandelier returned to its perch after be-

ing professionally cleaned and restored for the first time since its installation in 1932. The process took about eight months. The Senate and House chandeliers were disassembled at the same time as the Rotunda chandelier.

The approximately 11,000 Czechoslovakian crystals in the two-ton globe were cleaned and restored to their

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State Employees Reminded of Policies Regarding Parking at the State Capitol



Employees working at the State Capitol are reminded of the following policies and procedures for parking as outlined in **Code of State Rules** 148 CSR 6, particularly with the West Virginia Legislature now in its Regular Session.

Parking placards must be displayed immediately behind the vehicle's rearview mirror and no substitutions such as copies, nor written 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 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 Parking Office at 558-3062.

According to parking office officials, Allied Barton is the security firm for the 2008 Legislative Session. Any questions or concerns regarding the blue uniformed staff need to be directed to Tim Melton at 768-1064.

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

Parking fines are not to be

paid with cash. Payment is required within 10 days within 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 of whether 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.

The Capitol shuttle service will run Monday through Friday every 10 to 15 minutes starting at 7 a.m. at Laidley Field and transporting employees to the Capitol campus, 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 Saturday, Sunday and state holidays.

"It's important that state employees remain diligent when parking issues and traffic flow around the Capitol increase when the Legislature is in session," said Chuck Lawrence, executive director of the Real Estate Division which oversees the parking office. "If problems arise, people should contact our office. We'll do our very best to resolve all concerns in the most professional manner possible."

Rotunda Chandelier Continued from Page 4

original state by Acu-Bright of New Hampshire. A team of 30 professionals completed the task which also included disassembling, restoring, and reassembling another 40,000 pieces to the chandelier. The end result is unmistakable.

The Rotunda chandelier is nearly twice the size of the crystal ball that drops in Times Square on New Year's Eve. It was officially relit just prior to the beginning of the

Regular Session, awing those state employees and television news crews who were able to witness it up close.

After the lighting was tested, it took approximately two hours for the chandelier to be raised from the floor to its set location 180 feet above. Its stature made quite an impression on Keith Campbell, owner and president of Acu-Bright.

"We see the best chandeliers in the country and this one, in my opinion, is one of the top 10 chandeliers we have ever seen," he said.

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Joe Manchin III
Governor

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Cabinet Secretary

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Special Thanks
Kaye Parks

Capitol Food Court
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from a variety of food stations certain to appeal to all sorts of tastes.

- The Charleston Deli station contains made-to-order deli sandwiches and panini selections.
- The Blue Ridge Grill and Pizza has upscale grill selections to include certified Black Angus burgers and steak sandwiches to flat bread pizza selections cooked right there in an open-flame oven.
- The Wild and Wonderful Greens station features continental breakfast selections with hot breakfast cereals and a build-your-own soup and salad bar for lunch.
- The Blackwater Coffee Bar has an espresso bar featuring specialty and flavored coffee.
- The Panhandle Market is a chef's "action" station featuring made-to-order morning omelets and an array of sautéed side dishes and stir-fry for lunch.

"The new food court was worth the anticipation – the variety of foods offered and the dining environment itself are both first class," noted Tim Abraham of the Cabinet Secretary's Office.

One key feature of the new selections is the wide range of healthy food options which are in accordance with the Governor Joe Manchin's initiative on healthy lifestyles. The Food Court is open daily from 7 a.m. to 2 p.m., but closed on weekends and holidays.



Rod Stoner, Project Consultant of the Capitol Food Court, answers questions from reporters during a media tour of the newly remodeled facility.

Welcome!...to our new employees: **Susan Lockard-Hammock** (Division of Personnel); **Michael Lakin** and **James Perkins** (Aviation); **Bridgett Walker** (Finance Division); **Brian Holmes** (Purchasing Division); **Sharon Smith** (Consolidated Public Retirement Board); and **Heather Bartholomew** (Grievance Board).

Hats Off...to the following employees who were promoted: From the Consolidated Public Retirement Board, **John Doub** from an Accounting Technician 4 to a Senior Retirement Advisor and **Stefanie Youngblood** from an Accounting Technician 3 to a Retirement Advisor; and from the General Services Division, **David Williams** from a Facility Equipment Maintenance Technician to a HVAC Technician.

Happy Retirement!...Best wishes to the following employees of the General Services Division, who recently retired from state government: **Charles Black** and **Louis Pishner**.

Best Wishes...to the following employees who have resigned from our department: **Pam Gunter** (Children's Health Insurance Program); **Ryan Jett** (Purchasing Division); and **Daryl Smith** (General Services Division).

Baby News!...Personnel's Susie Samples became a grandmother on January 18, 2008. Her grandson, Cameron Cole Samples, weighed 6 lbs., 13 ounces.

Change

We cannot change our past. We cannot change the fact that people act in a certain way. We cannot change the inevitable. The only thing we can do is play on the one string we have, and that is our attitude.

Charles R. Swindoll

HAPPY BIRTHDAY ... in February

- | | |
|---|---|
| <p>2 Michael Ebert Technology
Jill Farrar-Brown BRIM
Diane Holley Purchasing
Alicia Legg CPRB</p> <p>3 Willadean Fisher Purchasing</p> <p>5 Jeremy Nicholson Technology
Debbie Watkins Purchasing</p> <p>6 Sheryl McGinnis Personnel</p> <p>7 Marsha Casto Personnel
Diana Lunsford CPRB</p> <p>8 Ken Frye Purchasing</p> <p>11 Susan Pauley CPRB
Jim Workman Gen. Svcs.</p> <p>12 Paul Dixon PEIA</p> <p>13 Mark Allison CPRB
Valerie Rist BRIM</p> <p>14 Landon Brown Grievance Board
John Patton Gen. Svcs.</p> <p>16 Neil Bowman Gen. Svcs.
Matt Fenney Technology</p> | <p>17 Jim Bateman Personnel
Vickie Sutton CPRB</p> <p>18 Mary Jo Lewis CPRB
Billy Tincher Gen. Svcs.
Lisa West Real Estate</p> <p>19 Gary Goble Personnel
Teresa Martin Personnel</p> <p>20 Tracy Ketter Personnel
Harold Loy Gen. Svcs.
David Nearhoof Technology
Michael Waldorf Gen. Svcs.</p> <p>21 Tom Booth Public Defender</p> <p>22 Rick Pickens Technology</p> <p>23 Angela Maynard Personnel
Regina Williams CPRB</p> <p>27 Barbara Haddad CPRB
Tim Phillips Technology
Greg Welch Gen. Svcs.</p> <p>29 Hugh Warner Technology</p> |
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