



Quotes, Notes & Anecdotes

A Monthly Employee Newsletter Published by the Department of Administration
March 2005 - Vol. 12, Issue 3

Employee of the Month

Purchasing's Barry Gunnoe Shows Character on the Job

BARRY GUNNOE, an administrative services assistant I for the Purchasing Division has been selected as the department's *Employee of the Month* for March.

A 29-year employee of state government, Barry serves as the program assistant for the Fleet Management Office/Employee Parking Unit. Performing various duties in maintaining these programs, he communicates effectively with agency coordinators.

One of his co-workers said, "Barry's positive attitude and respectful nature makes any interactions with him enjoyable. His first goal is getting the job done efficiently and accurately, but he has mastered the art of making work a pleasant experience."

Another co-worker added, "He laughs and smiles each day and is always willing to offer assistance to his co-workers, fellow state employees and, equally important, his

customers. The term, customer service, best describes Barry and his work ethic."

In Barry's spare time, he likes to bowl and play golf. He also loves to hunt with his children.

Please join Barry's friends and co-workers at a special ceremony in his honor at 11:30 a.m. on Wednesday March 2, 2005, in the Purchasing Bid Room in Building 15.



BARRY GUNNOE
March Employee of the Month



Gov. Joe Manchin Outlines Agenda in his State of the State Address

Gov. Joe Manchin began his first State of the State Address by praising lawmakers for taking responsibility in what he called one of the most historical special legislative sessions ever to take place in West Virginia.

"Your bold steps in voting to fix the state's long-term pension debts in a common-sense way will provide the ultimate protection for our retirees," Governor Manchin said. He emphasized these steps will come at no cost to taxpayers, but will save the state hundreds of millions of dollars while ensuring economic stability and security in the future. While these steps make great strides in fixing our pension system, he said more must be done.

Gov. Manchin also praised the legislators for their courage to strengthen our state's ethics laws, holding them to a higher

level of accountability, in an effort to ensure that the people of West Virginia can have the utmost confidence in their elected officials and those who do the work of the state.

Introducing a \$3.262 billion budget, the governor indicated \$75 million in budget cuts were made from the budget first compiled. "I come to you tonight not only with budget cuts, but with an agenda that, once completed, will solidify the dawn-

State of the State Address
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- ◆ Hall of Governors Reminds Visitors of Our State's History
- ◆ New Online Driver Training Program Offered by BRIM
- ◆ Legislators Pass Governor's Agenda During Special Session

PEIA's Open Enrollment Begins April 4th!



Robert W. Ferguson Jr.
Cabinet Secretary
Department of Administration

Secretary Ferguson Looks forward to the Challenges that Come with the Job

After spending over two decades in the military, achieving the rank of lieutenant colonel, and also working in the private sector, Rob Ferguson decided to focus his skills, training and experience on state government. On January 11, 2005, Gov. Joe Manchin III appointed Ferguson as cabinet secretary of the Department of Administration.

"After leaving the military and working in the private sector, I missed the challenge of making a difference," Ferguson said. "On the civilian side, I made a difference in the quality of life for my family, but I missed the service aspect."

The transition from the military to state government was not difficult in regard to its structure. The hierarchy of both organizations relies on delegation, which in turn attributes to confidence and trust in the employees, he said.

A native of Long Island, New York, Ferguson served 22 years in the U. S. Marines, performing a variety of command and staff assignments that included commanding all the Marine Recruiters in West Virginia from 1991-1994. He also is a combat veteran of Desert Shield / Desert Storm.

Ferguson holds a bachelor's degree in biology from the Citadel, the Military College in Charleston, South Carolina, and a master's degree in management from National University in San Diego, California. In addition, he is a graduate of the Marine Corps' Command and Staff College.

Most recently, he worked as the Fleet Fueling Sales Manager and the retail dealer operations manager for Petroleum Products, a petroleum distribution company in Belle.

It is the compilation of all of these experiences, both the military and private sector, which he sees as one of his

greatest assets. He explains the focus in the private sector was on customer relationships. "In a service-oriented organization, such as the Department of Administration, business relationships are crucial to its success. The old adage in sales is if you don't take care of your customers, somebody else will," he said.

From his military service, he brings a variety of leadership experiences from the battlefield to the halls of the Pentagon. "In the military, you change assignments every three years, which offers the opportunity to work for different kinds of bosses. The value is that you see a hundred different leadership styles and take what you think are the best qualities and try to encompass that in your own management style," he said.

Because the Department of Administration oversees a variety of responsibilities, prior to his first day on the job, Ferguson gained information about the department from its website and spoke to people in government to learn more about our agencies and the rhythm of the issues. However, he admits that he is taking it one day at a time.

"The department is truly a service organization," he said. "And, quite frankly, it is a service and support organization that really keeps the machinery of state government running."

We are pleased to welcome Cabinet Secretary Ferguson to the Department of Administration!

Quotes, Notes
& Anecdotes
is published
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Department of
Administration

Joe Manchin III
Governor

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

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Special Thanks
Debbie Harrison
Kaye Parks
Sandy Singleton

Tracking Legislation Affecting YOU!

Interested in tracking legislation introduced during the 2005 Legislative Session? The Legislature's website has undergone changes to strengthen users' connection to West Virginia legislators and the laws governing this state.

When navigating the Legislature's website at www.legis.state.wv.us, you may read bills online, track the status of specific

legislation and even contact your lawmakers.

The online bulletin board maintains prompt information during the legislative sessions through the Legislature's calendars, meetings, abstracts, indexes and journals.

Users also may view the entire *West Virginia Code*, interactive district maps, committee agendas and membership information.

Hall of Governors Reminds Visitors of the History of West Virginia Government

One of the decisions facing each governor as he comes into office is to select an artist who will paint his portrait to be hung in the Hall of Governors.

Tradition dictates that the portraits of West Virginia's immediate past two governors hang in the Governor's Reception Room, with the remaining portraits along the outside hallway known as the Hall of Governors.

Once departing the Governor's Reception Room, in sequential order, the portraits begin with Gov. Gaston Caperton and end with Gov. Arthur Boreman, the state's first governor.

Although there have been 33 governors, only 32 portraits have been painted; one

portrait represents both of Gov. Arch Moore's two terms. Gov. Cecil Underwood, however, has two portraits, one for his 1961 term which was painted by Charles Fox, and the other represents his 2000 term and was painted by Fox's son, James.

During the closing days of his tenure, the outgoing governor generally unveils his portrait in a special ceremony with family, friends and staff.

On January 19, 2005, General Services employees carefully moved the portrait of Governor Caperton from the Reception Room to the Hall of Governors.

"On Gov. Joe Manchin's Inauguration Day, he took it



on his own to display Gov. Bob Wise's portrait in a very special way. It was set up in the middle of the reception room behind gold roping," said Assistant General Services Director Bill Thaxton. "As people came by to shake Governor Manchin's hand, they had to walk by Governor Wise's portrait. It was Governor Manchin's day but he shared it with Governor Wise."

The Hall of Governors begins directly outside of the Governor's Reception Room and continues down to the east wing of the State Capitol.

Ron Price's Joy of Becoming a Grandparent Quadrupled

It was a routine day at the office for Ron Price, Buyer Supervisor of the Purchasing Division, when he received a visit from his daughter Beth, son-in-law Jon, and son, Chris. The reason for the visit was to share the news that Beth was pregnant...with quadruplets. "I think everyone in the building *heard* my reaction," Price said.

During the 25th week of Beth's pregnancy, she began having contractions and on August 3, 2004, a cesarean section was performed, delivering all four babies within two minutes. First came Kyle, then Haley and Zoey, and lastly, Colin. Ten weeks early, their birth weights ranged from one pound, 12 ounces to one pound, eight ounces.

Eleven days after birth, Colin passed away due to lung complications. Zoey and Kyle were taken to Columbus Children's Hospital to be monitored. They continue to gain strength and are expected to come home within the next month to join their sister Haley.

"I always knew I would love my grandchildren, but I just didn't know I would feel the way I do about them," Price said. He reminisces on first seeing the babies after the delivery. "I had never seen a baby that tiny. You are talking about something slightly over a foot long and weighing less than two pounds. It was just amazing," he added.

Price is exceptionally grateful for the help and support from friends and family. "Everyone was so generous, especially those people working in the Purchasing Division. They went above and beyond. There aren't enough words to express how grateful I am."

Price and his wife, Elaine, now find themselves targeting their love and energy toward their grandchildren, realizing each and every day the importance of family. Our best wishes are extended to Ron and his beautiful grandchildren!



Pictured [above] Father Jon and Zoey; [below] Haley; [far below] Kyle.



New Online Driver Training Program Offered by BRIM



BRIM's Robert Fisher explains that automobile accidents are often the result of human error and can be prevented.

There are no little events in life. Those we think are of no consequence may be full of fate. It is at our own risk if we neglect the acquaintances and opportunities that seem to be casually offered and of small importance.

Amelia E. Barr

If you routinely operate a state vehicle, it is likely you will need to complete the new online driver training test offered by the Board of Risk and Insurance Management (BRIM).

According to the National Highway Traffic Safety Administration (NHTSA), thousands of people die in motor vehicle collisions each year and millions more suffer disabling injuries. Hundreds of billions of dollars are spent because of traffic incidents. Nearly all of these losses stem from unsafe acts motorists make every day.

Every time we drive, there is a good chance we will make an error. In 2001, NHTSA performed a study that showed 43,000 deaths occurred as a result of traffic accidents, 2.3 million individuals suffered injuries and the economic costs exceeded \$201 billion.

Robert Fisher, BRIM's Deputy Director/Claim Manager, explained that by statute, BRIM is charged with providing insurance to all state agencies. They also are allowed to provide insurance coverage to other governmental agen-

cies and non-profit organizations, such as boards of education and municipalities.

While the state's automobile losses are not usually high dollar claims, Fisher says they see a lot of frequency in them.

Over a seven-year period, from fiscal year 1998-2004, BRIM spent an average of about \$2.75 million in automobile losses for the state, ranging from accidents to floods.

"Automobile accidents are often the result of human error and can be prevented," said Fisher. "We were looking at ways we could address prevention and decided that most drivers haven't had any type of formal training, or if they have, it has been years."

Fisher said BRIM researched various basic drivers training programs and, as a result, chose an online program, the Smith System Driver Training. Their first focus has been on state employees who drive state-owned vehicles.

The course, which may be accessed at www.gotrain.net/westvirginia, may be completed online and is designed to make the individual drive more defensively and be more aware while driving.

BRIM is now attempting to find ways to get the message out to state employees that the tests are available. Last March, BRIM distributed a letter to each department head, requesting a list of employees who drive a state vehicle on

business and also those employees driving their own vehicle for business purposes.

A follow-up letter was released advising agencies of one of BRIM's goals to focus on the state's loss control.

"It's hard to get their attention, so we're hitting their pocket book," he said. "We're applying a system of surcharges and credits to certain loss control activities, one of which is driver training," Fisher said. If 90% or more of the drivers take the test by July 1, the agency can receive a credit on their insurance premium. If less than 90% of the drivers take the test by July 1, the agency may pay a surcharge for their automobile premium.

There is no cost involved for either the individual or the agency to take this training. Fisher said the only investment required is the hour it takes a person to take the test.

Currently, there are approximately 20,000 state employees identified under this program, and, as of February, 2005, more than 37% of applicable state drivers have completed this course and have received a certificate attesting to their achievement.

A person must successfully complete all sections of the training before the course can be completed and a certificate issued.

If you routinely operate a state vehicle, you should first check with your agency fleet coordinator to see if you are required to complete this training. If you have questions regarding this program, contact Christine Magby at 1-800-345-4669, ext. 125.

Legislators Pass Governor's Agenda During Special Session

The West Virginia Legislature concluded a Special Session on January 29, 2005, passing two pieces of legislation pertaining to the Department of Administration.

Senate Bill 1003 makes significant changes in the state's ethics laws. Executive Director Lewis Brewer of the Ethics Commission stated that the changes to the Ethics Act, which become effective on July 1, 2005, will considerably strengthen ethical standards. It also will enhance the ability of the Commission to enforce the provisions of the Act. The bill includes several improvements recommended by the Ethics Commission. Gov. Joe Manchin signed the bill into law on February 10, 2005.

Brewer explained that the commission will have the ability to initiate its own investigations, without waiting for a sworn complaint from a citizen, by presenting evidence to a three-member Probable Cause Review Board appointed by the governor. In addition, the commission will have specific authority to randomly audit lobbyist spending reports to verify that the expenditures reported are accurate.

Lobbyists must report each dollar they spend on food, beverages and entertainment for legislators and other public servants, as well as identify the recipients by name, unless the expense involves an event where the Legislature, either house of the Legislature or an entire committee or joint committee of either house is invited.

In addition, the standards

of conduct for public servants have been strengthened. Brewer noted that the "revolving door" prohibition on public officials, staff attorneys and accountants returning to appear before their former agencies in a representative capacity was extended from six months to one year.

A new provision was added to clarify that no public servant may receive compensation from two sources in state, county or municipal governments for the same hours, unless certain conditions are met.

Penalties for violations of the Ethics Act have been increased, with the maximum fine that can be imposed for each violation increasing to \$5,000 from the previous \$1,000.

The new law provides for mandatory ethics training for certain public officials who are elected or appointed after July 1. All lobbyists also will be required to attend training annually as a condition of maintaining their registration.

Senate Joint Resolution 101 proposes for a statewide vote for an amendment to the West Virginia Constitution. If ratified by a majority vote, the amendment will authorize the state to issue and sell general obligation bonds in amounts up to \$5.5 billion payable over 30 years.

The goal is to pay down all or a portion of the unfunded actuarial accrued liabilities of the State Teachers Retirement System, Judges Retirement System and the

Public Safety Death, Disability and Retirement System.

The amendment does not include other pension systems, such as the Public Employees Retirement System, because they are not reported to have significant unfunded liabilities.

The bonds are expected to be paid from state general revenue funds that are now being used to pay unfunded liabilities under the Legislature's 40-year-old "pay-as-you-go" plan. Over the next 30 years, the bond payments are expected to be significantly less than this plan.

"The next step is for the Legislature to either schedule a statewide election on the question. If a special election is not scheduled, the vote on the amendment will occur at the General Election scheduled for November, 2006," said Mark W. McOwen, Chief Counsel to House Finance.

Other Issues Addressed

SB 1004 – Workers' Compensation: Senate Bill 1004 transfers West Virginia's state-run Workers' Compensation program to a private mutual company.

SB 1001 – Governor's Mansion: Senate Bill 1001 authorizes the use of leftover contributions which were received by the inaugural committee to elect the governor to be used for the enhancement of the Governor's Mansion.

SB 1002 – Government Reorganization: Senate Bill 1002 relates to the reorganization of the executive branch of state government.

WVCHIP Participates in the Legislature's "Children's Day"



Outreach Assistant Tina Penn assists Lisa Gunter and her daughter Ava at the Children's Health Insurance Program booth during Children's Day at the Legislature.

State of the State Address
Continued from Page 1

ing of a new day in West Virginia," he said.

Governor Manchin showed optimism in regard to the financial challenges facing the state. "The people of West Virginia have made it clear that they will no longer tolerate a government that is out of step with the economy of this state," he said. "While I believe we are making great strides toward financial recovery in West Virginia, we are not there yet and our government's budget should reflect that reality."

The budget includes increase funding for the Department of Health and Human Resources by \$86 million to cover cost increases in Medicaid, the state-managed health-care plan for the poor, elderly and disabled.

A \$700,000 increase in funding was included in the budget for the Ethics Commission to hire new staffers necessary with the expanded investigatory powers and financial disclosure requirements in legislation passed in special session. The Public Employees Insurance Agency and Board of Risk and Insurance Management would receive a total of \$28.4 million additional funding.

The governor proposed setting aside \$77.5 million in a special reserve fund, an interest-bearing account in the Governor's Office that could only be used upon the Legislature's approval.

"What we do here during these next 60 days is so vitally important," the governor told lawmakers during the address. "because it will set the stage for what happens in this state not only during the next year or four years, but, if all goes well, the next 20 years and beyond."

For the text version of the State of the State Address, visit the Governor's Office website at www.wvgov.org.

Welcome!...to the employees who recently joined our department: **Phillip Morrison** (Prosecuting Attorneys Institute), **Pam James** (Information Services and Communications Division), **Marc Roberts** (Purchasing) and **Jennifer Perry** (Public Employees Insurance Agency).

Best Wishes...to **Lloyd Lawson** of the General Services Division who recently resigned from the department.

PEOPLE TALK

Frightful Encounter...Finance's Cindy Dillon wanted to share her story with us regarding a recent frightful incident when her car lost control on the ice, spinning out of control until it landed on its roof. A nearby witness quickly came to her need and assisted her out of the car. She learned that evening how quickly things can happen for the worse, but also realized the caring and thoughtfulness of strangers. Although the car was totaled, Cindy is doing fine.

The Month of March...During this month, there are several 'special' holidays that may have slipped your minds, such as: National Salesperson's Day (March 4); Johnny Appleseed Day (March 11); St. Patrick's Day (March 17); and Pecan Day (March 25). The month also is recognized as American Red Cross Month and National Nutrition Month.

Creativity is a type of learning process where the teacher and pupil are located in the same individual...

Arthur Koestler

ADMINISTRATIVE NOTES

HAPPY BIRTHDAY...in March

- | | |
|--|---|
| <p>1 Tom Harper PEIA
Rick Mullins IS&C</p> <p>2 Gloria Long PEIA</p> <p>3 Mischa DiFilippo BRIM
Brenda Greene IS&C</p> <p>4 Gene Young Purchasing</p> <p>5 Valerie Brown Purchasing
Gail Butler BRIM
Susan Jenkins IS&C</p> <p>6 Jeremy Wolfe BRIM</p> <p>8 Catherine DeMarco Purchasing
Chris Sforza Finance
Tom Williams Personnel</p> <p>9 Joan Adkins Purchasing
Tari Crouse Personnel
Jack Hickok ..Public Defender Svc.</p> <p>10 Pam DuKate Gen. Svcs.</p> <p>13 Angela Peck IS&C</p> <p>14 Marvin Barker IS&C</p> <p>15 Tim Basford Personnel
Lori Cottrill CPRB</p> | <p>15 Frank Stark IS&C
Charlene Good IS&C</p> <p>16 Jonathan Edwards IS&C
Darlene Fletcher Personnel
Raymond Hackney Gen. Svcs.
Jason Haught PEIA</p> <p>17 Michael Adkins PEIA
Charles McMinn IS&C</p> <p>19 Michael Davis Gen. Svcs.</p> <p>23 Clyde Arline Pros. Atty. Inst.
Lydia Garcelon IS&C
George Muncey IS&C
Rob Worledge Finance</p> <p>24 Tom Bailey Gen. Svcs.
Tanya Cyrus PEIA</p> <p>25 Jyotshna Gaganam IS&C</p> <p>26 Natalie Faulkner IS&C
Robert Hovatter Gen. Svcs.
Marilyn Summers IS&C</p> <p>28 Don Smith IS&C</p> <p>29 Laura Brotherton Purchasing
Phillip Morrison ... Pros. Atty. Inst.</p> |
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