



Quotes, Notes & Anecdotes

A Monthly Employee Newsletter Published by the Department of Administration

September 2006 • Vol. 13, Issue 9

Employee of the Month

CPRB's Judy King Assists Members with Disability Claims

JUDY KING, a Retirement Advisor for the Consolidated Public Retirement Board (CPRB), has been selected as the department's **Employee of the Month** for September.

A nine-year employee of state government, Judy is responsible for processing all Teachers' Disability Retirement applications and advising members on this benefit. In addition, she generates reports and reviews information for completeness and

accuracy. Customer service is a vital part of her job.

According to one of her co-workers, "Judy is always very friendly and willing to help. She is dedicated to her job and to helping members and co-workers."

Another co-worker added, "She does a wonderful job handling her daily caseload and answering all telephone calls in a timely manner. She goes above and beyond what is required and is always

professional."

In her spare time, Judy spends time with her family, especially her granddaughters Emily and Kayley. She also enjoys reading and working outdoors in her flower garden.

Please join Judy's friends and co-workers at a special ceremony in her honor on Thursday, September 14 at 11:30 a.m. at the Rotunda in the State Capitol building.



JUDY KING
September Employee
of the Month

Man/Woman in the Arena Award



Congratulations to former Leasing Director Tammy Cogar and Executive Assistant to the Cabinet Secretary Cedric Greene, who were the first two recipients of the "Man/Woman in the Arena" award.

Additional information on the award as well as the ceremony may be found on page 3 of this issue of **Quotes, Notes & Anecdotes!**

West Virginia State Employee Information Line Now Available

As part of Gov. Joe Manchin's goal to enhance communication efforts and ensure all state employees have access to vital information in a timely manner, the West Virginia State Employee Information Line (WVSEIL) is now available.

Should an emergency arise, such as an evacuation or severe weather conditions, this information will provide employees with guidance. It may also be used for general information affecting state employees.

The WVSEIL is easy to use. State employees calling from the local Charleston area can call **304-558-9117** and state employees from outside the Charleston area may call toll-free **1-888-558-9117**. Employees are encouraged to keep the telephone numbers with them and at their residence.



Sneak Peek INSIDE...

- ♦ 2006 Technology Conference a Major Success
- ♦ Man/Woman in the Arena Award Recipients Honored
- ♦ Elimination of Paper Pay Stubs Begin this Month
- ♦ CHIP Expansion Goes into Effect in January
- ♦ State Mileage Reimbursement Rate Increases



2006 West Virginia Statewide Technology Conference Exceeds Event Expectations

The 2006 West Virginia Statewide Technology Conference has gone down in history as the largest statewide technology conference ever. This was the third year that higher education, public K-12 education, and state agencies have coordinated a three-day event to share their experiences in technology. Over 800 participants congregated in the Charleston Civic Center for more than two days to learn about this year's theme, "21st Century Tools."

Conference sessions, which were divided into categories to appeal to the various interests of the participants, included:

- Statewide Technology Partnerships and Resources
- Teaching and Learning with Technology
- Security and Network Management
- eCommerce
- Banner

The conference was sponsored by the West Virginia Network (WVNET), Department of Education, the Department of Health and Human Resources (DHHR), and the Office of Technology. Fifty-eight vendors, who offered educational booths to demonstrate their products throughout the conference, included such high profile exhibitors as Texas Instruments, Dell, Edline, CompassLearning, IBM, Document Solutions, Sprint Nextel, AT&T, Cisco, Nortel and Verizon.

In years past, annual technology awards had been announced during the conference to state employees for different areas of technology. Chief Technology Officer Kyle Schafer said a decision was made to return the awards portion to the agenda this year. The only difference being, instead of the Chief Technology Officer solely choosing the winners, a collective decision was made by Schafer and the Information Technology Council (ITC) Executive Committee Members.

This year's categories and winners included:

State IT Management Initiatives: Statewide Telecommunication Billing, Office of Technology - Stephanie Chafin, Cynthia Good, Judie Barnes, Pam James, Syble Atkins and Marilyn Summers.

Government to Business: Family Planning Electronic Data System (FPEDS), DHHR - Lionel Adams, Alicia Roseberry, James Hager, Chris Barno, Teresa Cales, Jackie Newson and Caren Jenkins; and Office of Technology - Phil Adams and Tim Phillips.

Government to Citizen: West Virginia Pipeline to Oil and Gas Well Data - John Saucer, Susan Pool and Susan Kite.

Government to Government: Five-Year Strategic Plan Web Tool from the Department of Education - Randall Kirk; and the WV Child Placement Network (WVCPN), Bureau for Children and Families - Michael L. Pack.

The 2006 West Virginia Statewide Technology Conference, held on August 7-10, was the largest technology conference in the history of the State of West Virginia with over 800 participants and 58 exhibitors.

State Closes Fiscal Year

Gov. Joe Manchin's August **Open for Business Report**, West Virginia closed its fiscal year June 30 with about \$300 million more in general revenue than expected, without relying on tax increases.

Most of the remaining surplus targets state retirement programs, which for years have been underfunded.

With this year's boost, Governor Manchin and lawmakers will have put an extra \$900 million into the pension funds since 2005. The governor said the revenue boost is further proof that West Virginia's business climate is changing.

Enterprise Information Architecture: Linux and Open Source Enterprise Architecture, WVNET - Jay Justice, Mike Karolchik, Randy Long, Richard Lynch, Bonny Lynch, Doug Saunders and Dave Watson.

Innovative Use of Technology: FACTS on PDA, DHHR - Traci Dean, Lesa Mercer and Brenda Howell.

Security & Business Continuity: Statewide Virus and Spam Filtering, WVNET - Richard Lynch.

This year's keynote speaker for the opening session was Brett Leake, a motivation comedian who said he does not complain about the big problems in life because he is yet to figure out the little ones. Leake made television history in 1991 when he became the first disabled comedian to appear on NBC's **The Tonight Show with Jay Leno**.

Henry Blosser, WVNET Director, was pleased with the outcome of the conference. "It just keeps getting bigger and better every year. There is a huge amount of technology knowledge in this state and everybody is willing to share with everyone else," he said.

Schafer joined in the enthusiasm of this training, focusing on the variety offered on the agenda. "The only complaint heard thus far was having so many things going on concurrently that folks weren't able to attend them all like they wanted," he said with a smile.

Cabinet Secretary Ferguson Announces First Two Recipients of the "Man / Woman in the Arena" Award

In a departmental meeting held last month at the Cultural Center, Cabinet Secretary Rob Ferguson presented the first "Man/Woman in the Arena" awards to two individuals. The winners, Cedric Greene, Executive Assistant to the Secretary, and former Leasing Manager Tammy Cogar were on hand to accept their awards. Secretary Ferguson praised both Greene and Cogar for the bold and daring leadership the two demonstrated in their jobs. "The next recipient of this award will be selected and announced in January. I've gotten the ball rolling by making the first nominations and choices, now the rest are up to you," he said.

For more information or to make a nomination, visit the department's website at <http://www.state.wv.us/scripts/admin/arena.pdf>.



Recipients of the "Man / Woman in the Arena" award were Cedric Greene of the Cabinet Secretary's Office and former Leasing Director Tammy Cogar. Pictured (l-r): EEO Director Jim Sago, Tammy Cogar, Cedric Greene and Cabinet Secretary Rob Ferguson.

Eliminating Paper Pay Stubs to Result in Savings

In a cost-saving effort, the West Virginia State Auditor's Office and the Department of Administration plan to cease the distribution of paper pay stubs, beginning this fall to department employees, who receive their pay checks electronically through direct deposit. These employees will begin using the West Virginia State Auditor's Office Electronic Notice of Deposit (e-NOD).

For our department employees who do not have access to computers or electronic mail, their notification of deposit will be sent to the Payroll Office for distribution.

"We've been working on this project for about three years to bring it to fruition. It has required the cooperation and determination of each agency. There are several benefits to employees who elect to eliminate their paper paystub", said Ross Guyer, Senior Deputy State Auditor.



Employees can view all of their bi-monthly paystubs going back as far as 2004. They may also safely and securely view their 2004 and 2005 W-2 and reprint it when needed. Another feature for hourly employees or those receiving overtime pay is the ability to view their current paystub up to five days before the actual payday and know exactly what amount will be direct deposited into their bank account.

Paper pay stub and check distribution is a costly, time-consuming process. Currently, each agency is responsible for collecting the paper pay stubs and delivering them to its respective employees.

The distribution methods vary. Agencies either hand-deliver their paper pay stubs to employees, mail them to those who work outside the main office, or actually have them driven to district offices, where they are then hand-delivered throughout the building or buildings. Several years ago, state officials felt legislation was necessary to expedite this project; however, it passed the Senate but remained in the House Finance Committee under review.

The department has approximately 620 employees and processes checks twice a month via paper checks and paper pay stubs. Calculating the cost per check at \$0.269, the total expense per pay period of printing checks is \$166.78. The total cost for 24 pay periods is \$4,002.72. Using a conservative estimate of 50 percent, taxpayers save at least \$2,001.36.

"While this figure may seem insignificant," said the Director of Finance Ross Taylor, "if all of the active and retired

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Quotes, Notes & Anecdotes

is published by the West Virginia 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
Sandy Singleton



WVCHIP Approves Expansion by 20% Increments, Effective January 1, 2007

The West Virginia Children's Health Insurance Board has approved the expansion of its program to include eligibility for families living up to 220 percent of the federal poverty level (FPL), effective January 1, 2007.

The 2006 Regular Session of the State Legislature passed HB4021, which upon approval by the Centers for Medicare and Medicaid Services, allows for the implementation by West Virginia Children's Health Insurance Program (WVCHIP) to expand coverage to uninsured children of families with income between 200 and 300 percent of the federal poverty level.

Due to the uncertainty of the federal re-authorization of the national Children's Health Insurance Program and to ensure the financial stability of the program, the Board unanimously approved a percent incremental expansion to 220 percent of the FPL. The Board plans to consider the feasibility of 20 percent increments of the FPL annually.

This phase of the expansion will provide eligibility for families of four with an income up to \$44,000 annually or \$3,666 monthly. As a result, 445 children may be eligible within the first complete year of this increase. Upon full expansion to 300 percent of the FPL, approximately 4,000 additional children will become eligible for the program over the next five years.

WVCHIP must receive approval of this plan from the federal level of the Centers of Medicaid and Medicare Services (CMS). The approval process is likely to take up to 90 days. This approval allows the program to receive federal matching funds of about 4:1.

Eligibility requirements for the WVCHIP include:

- Live in West Virginia
- Age 18 or younger
- Don't have health insurance now and haven't had it in the past 12 months
- Are not eligible for the West Virginia State Employee Health Insurance -- PEIA
- Are not eligible for West Virginia Medicaid
- Live in families meeting WVCHIP Income Guidelines (for example, a family of four can make as much as \$44,000 a year, before taxes)
- Able to pay a monthly premium share of about 25 percent of annual cost per child per month
- Are United States citizens or qualified aliens (Children who are not U.S. citizens must provide verification of their alien status.)

Due to uncertainty of the federal re-authorization of the national Children's Health Insurance Program and to ensure the financial stability of the program, the West Virginia Children's Health Insurance Board unanimously approved a 20 percent incremental expansion to 220 percent of the Federal Poverty Level (FPL). The Board plans to consider the feasibility of 20 percent increments of the FPL annually.

Grand Opening for Vendeteria



The vendeteria in Building 7 has a new look, along with healthier choices on its menu. At the grand opening was First Lady Gayle Manchin and many others who represent agencies that collaborated in this project: Department of Administration's Secretary's Office, General Services Division, PEIA, Education and the Arts, Department of Health and Human Services.

Paper Pay Stubs Continued from Page 3

employees using direct deposit switch to the e-NOD system, the annual savings to the state would be over \$225,000."

Gov. Joe Manchin has said on numerous occasions that during his campaign, he promised that if elected he would run state government like a business — and that's exactly what he's doing every day. "This is just another example of the governor keeping his word," said Ross.

Our department will serve as the pilot agency for the e-

NOD project. After a testing period, e-NOD will roll out to all state agencies.

Employees may sign up for the West Virginia State Auditor's Office e-NOD. If interested, visit the following website: www.wvauditor.com/vista/ssu/ssu_finish.asp?lkey=1455620803&id=6584www.wvsao.gov/enod.

For questions or additional information regarding the e-NOD, please contact the Auditor's Office ePayments Division at 1-800-500-4079 or send email correspondence to eft@wvauditor.com.

Prosecuting Attorneys Institute Finalizes Plans for West Virginia Drug Endangered Children Conference

Andrea Darr, the coordinator for West Virginia's Drug Endangered Children (DEC) at the Prosecuting Attorneys Institute, said it is her responsibility to ensure that children in West Virginia are protected from the harmful environments of drugs.

While this program has only been existence for nine months, Darr has been working in this arena, since 1996 and does she ever have a passion for her job.

Last July, Darr said she realized the need for a task force to help identify what problems exist and how they need to be addressed. In addition, she said she noticed a need to train responders and educate the community. Nine months later, she is more than half way in accomplishing those goals.

She explains that today most drug endangered children are discovered or "rescued" during law enforcement actions relating to their parents or caregivers. "That event may be one of the most defining moments in their lives," says Darr. "If ignored

and left unmonitored, these children continue to be victims caught in a cycle of drug abuse. The DEC Task Force advocates intervention on behalf of these children and urges communities to build collaborative, effective teams to rescue, defend, shelter and support drug endangered children."

Without coordinated responses to these complicated scenes, personnel may overlook the needs of children or assume another agency will address them. As a result, children may not be removed from conditions of endangerment or inadequate evidence is gathered to substantiate endangerment and other legal charges.

"Prior to now," said Darr, "children at drug scenes were never thought of as victims. But, last year in 2005, the legislature passed a law that if you are making meth and children are around, you're going to get a longer sentence."

In an effort to educate all parties in their necessary roles to protect these children, Darr has organized a conference scheduled for September 6-7, 2006, at the Charleston Marriott.

The conference is comprised of such prominent speakers as West Huddleston, III, Director of the National Drug Court Institute in Alexandria, Virginia and Kiti Freier, PhD, a Neurodevelopment Psychologist from Loma Linda University and Children's Hospital in California. Gov. Joe Manchin is also scheduled to address the participants of this conference.

With more than 200 participants registered, the audience will be comprised of law enforcement, prosecutors, child and adult protective service workers, medical and mental health professionals, victim services providers, corrections, probation/parole officers, juvenile services and school personnel.

The conference will offer the history and an overview of drug endangered children, and provide information on the drug methamphetamine, law enforcement investigations, and the role of Child Protective Services.

Darr said her desire is for this conference to enhance the professional skills and knowledge of team members by providing a forum for learning more about the strategies, resources, and approaches used by various agencies.

"We want DEC teams set up across the state. These kids are victims and parents are going to be charged more severely if they do drugs around them," she said.



Last July, as coordinator for the state's Drug Endangered Children, Andrea Darr said she needed a task force to help identify the problems that existed and possible solutions. She also realized the need for training for responders and the importance of educating the public. Nine months later, she's more than half way in accomplishing her goals.



Reimbursement Rate for Mileage Increase for State Employees

Effective July 26, 2006, the state of West Virginia joined the Internal Revenue Service and the U.S. General Services Administration in increasing the standard mileage rate for business use of an automobile from 40.5 cents per mile to 44.5 cents per mile.



Along with sedans and sport utility vehicles, the term *automobile* includes vans, pickups and panel trucks.

The standard rate for business is based on an annual study of the fixed and variable costs of operating an automobile. The primary reason for the mileage increase is higher prices for fuel.

If you need additional information regarding this change in the mileage reimbursement rate in West Virginia or any other state travel-related questions, please do not hesitate to contact:

Catherine DeMarco
State Travel Manager
Travel Management Office
(304) 558-2613
cdemarco@wvadmin.gov



Welcome!...to the employees who recently joined our department: **Geoffrey Cottrill** (Personnel); **Michael Loggins** and **Rachel Perry** (both from Consolidated Public Retirement Board); **Kristina Raynes** (Prosecuting Attorneys Institute), **Matthew Smith** and **Darrell Samples** (Aviation); **Lester Thomas** (Office of Technology); and **James Peters** (Finance).

Hats Off...to **Robert Bush** of the Consolidated Public Retirement Board who was promoted from an Accounting Technician III to a Retirement Advisor.

Best Wishes...to those employees who resigned from our department: **Judie Barnes** (Office of Technology); **Wallace Schwartz** (Board of Risk and Insurance Management); and **Karen Copeland** (Consolidated Public Retirement Board).

PEOPLE TALK

College Graduate...General Services' Diana McGinnis graduated in August from West Virginia University Institute of Technology with a Regents of Bachelors of Arts degree in Social Sciences and Cultural Studies with a 3.54 grade point average. Congratulations on your educational achievement!

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.

Employee of the Month Program...Have you nominated a fellow co-worker lately for the **Employee of the Month** Program? Each month, a department employee is chosen from a committee of agency representatives. A monetary reward is presented to the selected employee, along with a certificate, desk nameplate and other offerings.

ADMINISTRATIVE NOTES

HAPPY BIRTHDAY...in September

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| | Aaron Riley Technology | 18 | Tammy Collins Gen. Svcs. |
| 3 | Ricky Howerton Gen. Svcs. | 19 | James Kelemen PEIA |
| 4 | Kim Huffman Technology | | Cathy McClung .. Technology |
| 5 | David Keith Technology | | Ioma Tenney PEIA |
| | Jane Fouty Personnel | 20 | Michael Loggains CPRB |
| 6 | Lewis Brewer Ethics | | Bill McClanahan Technology |
| | Dick Estill Purchasing | 21 | Sharon Horn Personnel |
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| | Shelly Lowery Personnel | | Teresa Siders . Public Defender |
| 9 | Philip Adams Technology | | Loretta Watson Technology |
| | Erlene Davis CPRB | | Tammy White CPRB |
| | Chuck Walker Technology | 24 | Shawn Carper Finance |
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| | Belinda Gray Gen. Svcs. | | Dan Morris CPRB |
| | Jim Kirby Sec. Office | | Danny Pauley Technology |
| 11 | Diana Davis CPRB | | Deidre Rainwater .. Technology |
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| 12 | Craig Cotsmire Technology | 28 | Stan Chambers Personnel |
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| 13 | Evan Williams Purchasing | | Cathy Kushner Technology |
| 14 | Marc Coleman Technology | | Amy Null Purchasing |
| | Grace Morton PEIA | 29 | Tom Allen Technology |
| 15 | Erin Akers Public Defender | | Charles Curry Gen. Svcs. |
| 16 | Brett Horton Technology | | Jerry Gladwell BRIM |
| | | 30 | Janet Atkins CPRB |
| | | | John Wagner Technology |

