

WV's PSRW 2013 Celebrated September 16-20, 2013

From September 16-20, State government employees celebrated Public Service Recognition Week (PSRW) through activities designed to show appreciation for their committed and diligent hard work as public servants.

Agency offices statewide held receptions, light-hearted contests, and other activities to let employees know their efforts truly make a difference, and that they are, indeed, the backbone of State government.

A mainstay of our PSRW Program is the recognition of long-tenured employees, beginning with 20 years of service and proceeding in increments of five years. Those who reached these benchmarks by June 30 received certificates of appreciation signed by Governor Earl Ray Tomblin and lapel pins that include the appropriate years of service. This year, over 1,700 total employees were recognized, with 620 having 30 years or more.

A time-honored tradition for PSRW is the Governor's Awards Ceremony, to which honorees who have at least 30 years of service are invited. Those who participate receive their awards from the Governor personally and enjoy a reception afterward. This year, Governor Tomblin had the privilege of recognizing Ms. Juanita S. Trigg of the Division of Highways for 55 years of State service. The Governor told the audience that he had received a number of positive comments from Ms. Trigg's coworkers, describing her as a well-respected, positive, inspirational person and a joy to know and be around.

There was one other 55-year employee – Dr. William Ofsa of Concord University – who was unable to attend. Because our lapel pins only go up to 50 years, both Ms. Trigg and Dr. Ofsa received an engraved mahogany clock.

Congratulations to all our 2013 honorees!



*Governor Tomblin honors DOH employee Juanita S. Trigg for 55 years of exemplary State service!
Photo by Steve Rotsch.*

State Employees Using Pay Cards as of October 31

State employees who had received their wages by physical check began using West Virginia Pay Cards for the first time on the October 31 pay date.

In an effort to make receiving wages easier, safer, and more cost effective, State Treasurer John D. Perdue and State Auditor Glen B. Gainer III joined together earlier this year to implement the Pay Card system for all State employees receiving paper payroll checks.

"This is going to streamline the process and make it easier and faster for State employees to access their paychecks," said State Treasurer Perdue. Those workers who don't use direct deposit will now have an alternative way to access their money immediately, with no additional costs or hassle."

The West Virginia Pay Card is a prepaid Visa® card that can be used wherever Visa debit cards are accepted, including ATMs. Each pay period, the State worker's wages will be deposited onto the card and all transactions will automatically deduct from the card balance. The program will be administered at no cost to State taxpayers.

The card provides flexible and immediate access to the employee's pay at any ATM or financial institution that displays the Visa logo. The system offers employees many free ways to access their full wages. No credit check is required to activate the card.

"The process to receive your full wage to the penny won't be any different than taking a paycheck to a bank teller window, except the Pay Card avoids your check cashing fee," said Auditor Gainer.

State payroll officials had been writing approximately 4,000 checks per pay period, which is less than eight percent of the total payroll distributed.

Phasing out inefficient, costly, and time-consuming processes, such as a paper-based payroll, is part of the State's transition to a fully integrated administrative system, which is

Suggestion Program Continues to Reward Employees

Leah Heizer is Latest Award Recipient

It was observation and analytical thinking that helped Leah Heizer realize her agency could save money.

Heizer works for the Fraud Unit of the Office of the Inspector General within the Offices of the Insurance Commissioner. She noticed that the agency was paying for five user licenses to access a Drug Enforcement Administration (DEA) website that provides DEA numbers for pharmacies, doctors, nurse practitioners, and physician assistants. After assessing the situation, Heizer identified that only one user license was needed, and she recommended that her office drop the four unnecessary licenses.

Heizer submitted her suggestion and the Department of Revenue Cabinet Secretary reviewed and recommended to adopt it. Once the suggestion was implemented, it was determined that the Office of the Insurance Commissioner saved \$1,265 for the first year.

On July 23, 2013, the Employee Suggestion Award Board approved an award for Heizer in the amount of \$253. This amount represents 20 percent of the first-year savings. Governor Earl Ray Tomblin and members of the Employee Suggestion Award Board met in the Governor's Reception Room on August 20, 2013 to present Heizer with a check.

The Employee Suggestion Award Program was created by West Virginia Code § 5A-1A-1 within the Department of Administration for employees of State government. Under this program, the Employee Suggestion Award Board has the authority to make cash or honorary awards to State employees whose implemented suggestions result in substantial savings and/or improvements in State government operations. The amount can be up to 20 percent of the first-year savings, with a maximum of \$10,000.

For more details or to obtain a submission form, visit: www.legis.state.wv.us/Joint/EMPSUG/esab.cfm.



Leah Heizer and Governor Earl Ray Tomblin (center) are accompanied by Suggestion Board Members Delegates Dana Lynch and Philip Diserio (left), and Donna Lipscomb and Gale Given (right) during Heizer's Employee Suggestion Award presentation on August 20, 2013. Photo courtesy of the Employee Suggestions Board.

Your West Virginia Employee Suggestion Award Board Members

- The Honorable William Laird IV, Senate, Chair
- Donna Lipscomb, Dept. of Administration, Board Secretary
- The Honorable Douglas Facemire, Senate
- The Honorable David Nohe, Senate
- The Honorable Philip Diserio, House of Delegates
- The Honorable Dana Lynch, House of Delegates
- The Honorable Suzette Raines, House of Delegates
- Harold Clifton, Department of Health and Human Resources
- Gale Given, Chief Technology Officer

West Virginia ADA Office Marks 23rd Anniversary of Signing of Act

With July 26 marking the 23rd anniversary of the signing of the Americans with Disabilities Act, and September 25 as the fifth anniversary of the Americans with Disabilities Act Amendments Act of 2008, West Virginia State Americans with Disabilities Act (ADA) Coordinator Kim Nuckles said she is proud of the work done to help those with disabilities.

"The Act of 2008 emphasized a broad coverage of the definition of 'disability,' and with that came a larger range of those who would fall under the criteria of extra assistance," Nuckles said. As the State ADA Coordinator, Nuckles consults and collaborates with State and federal agencies to develop comprehensive policies and programs.

Nuckles said the Act of 2008 was one of the biggest steps forward in helping the disabled, expanding the definition of "major life activities," including major bodily functions. Nuckles, who has been the ADA Coordinator since July, 2012, said she continues to find enthusiasm in her position and strives every day to find solutions to the problems facing those with disabilities.

"There are challenges which must be met daily. So many individuals are affected by the decisions we can make and the work we can do," she said. "While we still have work to do, we should pay tribute to those who have made progress possible."

Reprint courtesy of the Department of Administration.



DMV Hosts Counterpart Delegation from South Africa

By Natalie Harvey of the West Virginia Division of Motor Vehicles.

On October 22-24, 2013, the West Virginia Division of Motor Vehicles (DMV) hosted a very successful three-day visit from the Republic of South Africa's counterpart to DMV, the Road Traffic Infringement Agency (RTIA).

The delegation heard presentations from key DMV staff on rehabilitating problem drivers, driver's license suspension programs for traffic violations, and unpaid traffic citations. Other driver services issues such as driving under the influence violations and Ignition Interlock were covered, and the RTIA members were given an on-site visit to one of our Interlock vendors, who demonstrated the installation of a device in an offender's vehicle. Additionally, they were provided with a briefing on federal highway safety funded initiatives and media efforts, as well as a tour of the Department of Transportation's Traffic Management Center.



WV DMV Commissioner Steven Dale (center) is pictured with (L-R): Mr. Kwazi Ngcobo, Demerit Manager; Dr. Hlengani J. Moyana, Senior Executive Manager: Research and Information Management; Mr. Japhtha R Chuwe, Registrar/Chief Executive Officer; and Mr. Leonard Masango, Senior Manager: Information Technology Services. Photo courtesy of the Division of Motor Vehicles.

PAY CARD – Continued from Page 1

known as wvOASIS. OASIS stands for Our Advanced Solution with Integrated Systems.

Eliminating the need to write payroll checks is expected to save the State more than \$500,000 in current production costs and future operational enhancements to wvOASIS.

“For the State, it eliminates the cost of writing checks and updating our accounting programs; for State workers, it eliminates the risk of checks being lost or stolen, and it means they will always get their money on time,” Perdue said.

The United States Social Security Administration mandated a similar system in March of this year. The U.S. Treasury Department currently requires all federal benefits to be paid electronically.

Here are some additional benefits of the West Virginia Pay Card:

- Immediate pay delivery and 24/7 customer service
- Purchasing power at millions of locations
- More convenient and more secure than paychecks
- Account management tools; better control over funds
- Free access to funds/over-the-counter cash withdrawal at Visa Member Banks
- Free access to funds at In-Network ATMs; free ATM balance inquiries
- No account overdraft fees
- Online statements
- Text access to account information
- Visa fraud protection; FDIC insured account

For more information or questions concerning the transition, log onto www.wvpaycard.com.

Gov. Tomblin Announces State's Financial Stability Continues

Moody's affirms Aa3 rating on \$56 million of Parkways Authority's Revenue Bonds

Governor Earl Ray Tomblin announced Moody's has affirmed it's Aa3 rating on \$56 million of West Virginia Parkways Authority's Series 2002 Revenue Bonds and Series 2008 Variable Rate Demand Revenue Refunding Bonds.

“Moody's continues to recognize West Virginia's fiscally conservative approach to managing our State's finances,” said Gov. Tomblin.

Moody's also indicates the outlook for the bonds is stable. Moody's Aa3 rating reflects the essentiality of the toll road, its current traffic levels, the West Virginia Parkways Authority's strong debt service coverage ratios and low debt levels. The rating agency also praised the Parkways Authority's ability to implement the ongoing 10-year major capital improvement plan.

Reprint courtesy of the Governor's Office.

October Observed Annually as Breast Cancer Awareness Month ...

for Men, Too

Since 1985, October has been designated as National Breast Cancer Awareness Month.

It's the most common type of cancer found in women, and is the second leading cause of cancer deaths for them, trailing only lung cancer. For 2013, the American Cancer Society (ACS) has projected the following breast cancer statistics:

- 64,640 new cases of non-invasive cancer
- 232,340 new cases of invasive cancer
- 296,980 total new cases of breast cancer

Of these new cases, 39,620 will die. That's 13.3 percent of the overall cases.

What you may not be aware of is that even though breast cancer is a disease that primarily affects women, it affects men, too. Did you know that the American Cancer Society has estimated 2,240 new cases of invasive breast cancer in men for this year, and that 410 of those will die? It can strike at any age, but generally appears in men between the ages of 60-70. While the overall number of cases is drastically lower for men (representing less than one percent of the total cases), the death rate is a much higher 18.3 percent.

Why the differences?

The lesser number of cases stems greatly from the difference in anatomy. All people have breast cells and tissue, but obviously, males and females develop differently. The lesser amount of cells and tissue in men translates into a lower number of occurrences. Men have a 1-in-1,000 chance of developing the disease; for women, that risk is a frightening 1-in-8.

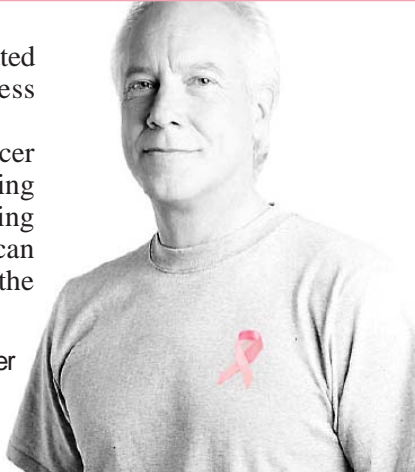
Then why is the death rate so much higher?

It boils down to awareness. Women are constantly reminded to perform monthly self exams and have yearly mammograms. According to the ACS, these screenings lead to more early detection, and now the U.S. has nearly 2.8 million female survivors. On the other hand, routine self exams and screenings for men aren't prevalent. Because this subject isn't high-profile, many men miss (or ignore) the initial signs, and therefore, miss the window of opportunity that comes with early detection. By the time they seek treatment, the cancer has progressed, often to the invasive stage.

More information, including signs to watch out for, can be found at www.cancer.org/cancer/breastcancerinmen/detailedguide/breast-cancer-in-men-what-is-breast-cancer-in-men. Meanwhile, here's your homework:

- Read the information at the above link.
- Conduct routine self exams.
- Seek medical treatment immediately when something seems wrong.

Guys – follow the three steps above. We'll all be glad you did!



State Softball League Makes Exercise Fun!

“Exercise” can be a four-letter word (i.e., “work”), and therefore, hard to make a part of our routines. There IS, however, an easy way to incorporate exercise into your life, and that's to make it fun. Helped by support and encouragement from the Charleston Gold Dome Lions, State workers have a great opportunity to do just that by participating in some summer softball fun for 2014, and competing to win the “Capitol League Cup” (Cup) for their agency.

State Treasurer John Perdue was pleased that his office's ball team won the Cup in 2012, allowing his office to hold it until the winners for this summer were announced. The 2013 State Employees Softball League was composed of members from the State Auditor's Office, the State Treasurer's Office, the Department of Agriculture, the Division of Natural Resources, the Department of Administration, and the Department of Transportation (DOT). It was the DOT which won the Cup for 2013 with a record of 21-2.

The coveted Cup was donated by the Gold Dome Lions Club about 10 years ago. It includes an engraved



Passing the Cup: Above (l-r), State Treasurer John Perdue passes the Capitol League Cup for 2013 to DOT Team Captain Ryan Anderson and DOT Cabinet Secretary Paul Mattox.

See SOFTBALL - Page 5

A West Virginia Executive Branch Privacy Tip

In the World of Privacy, We're All Accountable

Protecting the private and personal information of our clients and customers isn't a new thing, but the importance of doing so becomes more crucial with each passing day. It's up to each one of us to safeguard the information we work with on a daily basis, and to report potential breaches at the first possible opportunity.

QUESTION:

What can I'll ol' me do to protect the privacy of others? Isn't it the Privacy Officer's job to make sure I'm following proper procedure and policy?

ANSWER:

EVERY individual has responsibilities in protecting personally identifiable information (PII). It's part of every job to adhere to the privacy policies issued for employees of West Virginia Executive Branch agencies and

departments. Your Privacy Officer is available to advise you on how the privacy policies apply to your day-to-day tasks.

The West Virginia Executive Branch Accountability Policy defines the minimum responsibilities you have in protecting PII. Your responsibilities are to:

- Understand how the privacy policies apply to the PII for which you have access/responsibility.
- Forward questions and complaints to your supervisor/manager or Privacy Officer.
- Tell your Privacy Officer immediately upon becoming aware about any mistakes that may compromise or expose PII.
- Report incidents as required in the West Virginia Executive Branch Response to Unauthorized Disclosures Procedure, Section 4.1.

Office of Technology Issues Warning of Obamacare Web/Text/Phone Scams

By Danielle Cox of the Office of Technology.

Con artists and scammers are using confusion involving the Affordable Care Act ("Obamacare") to target people for fraud.

Scammers are launching fake websites, making phones calls, and sending texts in an effort to enroll people in fake healthcare policies and/or gather personal information to use in identity theft. These thieves are tricky and many of the emails, websites, and phone calls may actually look and sound very official.



Please remember the following guidelines:

- Only provide personal information if you initiate the contact.
- Never give out personal information (such as Medicare or Social Security numbers, bank account numbers, debit or credit card numbers, or your home address) through unsolicited telephone calls or emails.
- Don't be swayed by high-pressure solicitations, emails, or phone calls from people pretending to work for the government. No one should threaten you with legal action.
- Beware of anyone asking for money to enroll you in a health insurance exchange. If the individual is legitimate, you will NEVER be asked for money.

In today's world, there are just too many people willing to take advantage of others. Don't worry about looking silly or offending someone. Scammers are counting on your good and trusting nature. Always use caution and ask questions. If something seems wrong, trust your gut feelings. It is, after all, YOUR money!

Your division, agency, bureau, or department may have specific reporting and protocol requirements. Check with your Privacy Officer if you have questions BEFORE something happens!

SOFTBALL – Cont. from Pg. 4

plate for each winning team in this and past years.

Former State employee and Lion Past District Governor Jim McMillon says the Lions Club encourages all who can to participate in athletics as a great source of exercise and comradery. Those interested may contact DOT Team Captain Ryan Anderson (304-558-9723) or League Commissioner Mike Nunley (304-353-4295).

Thanks to Jim McMillon who contributed the information and photo.

ABCA DUI Simulator Serves as Valuable Education Tool



The West Virginia Alcohol Beverage Control Administration (WVABCA) unveiled the DUI Simulator to the public on November 17, 2010. The Simulator brings driving under the influence of alcohol to the forefront by providing participants with the opportunity to experience different levels of impairment in diverse situations. The Simulator mimics the difficulties drivers will encounter at various blood alcohol content (BAC) levels while safely operating a computer generated simulation system. By engaging the public and the youth in this interactive manner, the WVABCA is able to provide valuable tools to combat underage drinking, drinking and driving, and distracted driving. The program also includes a classroom lecture and utilizes a touch screen kiosk to collect statistical information such as; driving habits and underage alcohol usage. The DUI Simulator program places an emphasis on encouraging youth and the public to make good decisions while behind the wheel and throughout life.

The Simulator has been utilized the across State by visiting high schools, institutions of higher learning and attending other special events to educate our youth and the public about the harmful effects of drinking and distracted driving. The WVABCA is working with County Boards of Education, Prevention Resource Officers, County Preven-

tion Partnerships and other local, county, State and federal units of government to schedule the DUI Simulator program. Counties may also be selected using the Fatal Accident Reporting System (FARS). Statistical data is compiled by the National Highway Traffic Safety Administration (NHTSA) to determine the counties with the highest level of DUI's and tracks accidents where alcohol was a contributing factor. According to NHTSA, in 2009 of the 33,808 fatalities on US roads 10,839 had a BAC of .08 or higher. For the same year in West Virginia there were 356 traffic related fatalities with 115 people having a BAC of .08 or higher.

A program and system of this magnitude would not be possible without the generosity and funding from various sources with the same vision and goal to decrease the potentially deadly act of driving under the influence. A special acknowledgement is sent out to State Farm, which awarded a \$90,000.00 grant and NHTSA for providing funding to the West Virginia Governor's Highway Safety Program (WVGHSP) for this project. The GHSP initially awarded the WVABCA \$95,000.00 and continues to provide ongoing grant funding. The WVABCA is equally committed by providing personnel, financial, and other administrative resources to the DUI Simulator program.

Reprint and photograph courtesy of the Alcohol Beverage Control Administration.

Pencil In ...



Culture and History invites you to attend **several free state-wide activities**. Check the link at the end for specific dates and times.

- Charleston: Historical presentations on the Ruffner Family and the Kanawha Salt Industry, the Kanawha Valley Campaign, and the History of Charleston.



- Logan: The Museum in the Park at Chief Logan State Park will host holiday-themed arts and crafts projects for kids.

- Martinsburg: The West Virginia Juried Art Exhibition.

- Moundsville: The Wha'qaa Aloha Shiyo: Native Community as College Classroom on November 21.

For information on these and other wonderful events, click on the following link:

www.wvculture.org



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