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## **OHRM Project Recognizes Employees**

A pilot project created to recognize employees in the Office of Human Resource Management came to fruition Wednesday.

The OHRM Employee Recognition Pilot Program was the idea of employees and was implemented by employees without administrative oversight, said Dorothy Brown, director of the Division of Employee Management.

The project outlined various types of recognition that employees could give one another everyday. But it also set out guidelines for employees to nominate a colleague or a team of colleagues in OHRM for one of several awards.

Those awards were presented Wednesday and coincided with a Derby celebration that included a luncheon with food provided by employees, a table decorating contest and a hat contest.

OHRM Executive Director J.P. Hamm presented the awards to OHRM employees, including the first-ever employee of the quarter award.

Hamm said he was pleased employees wanted to recognize one another for the work they do.

“And I want to take this opportunity to recognize you for the fine work that you all do,” said Hamm.

Hamm said the recognition project was an excellent idea because it allowed all of OHRM’s employees to come together at one time, thus improving lines of communication within the office.

The awards will be presented on a quarterly basis. All four employees who receive Employee of the Quarter Awards will be nominated for the Employee of the Year award.

Members of the OHRM Employee Recognition Committee are: Robin Croley, Beth Feddersen, Paul Herberg, Joanna Neubert, Melinda Parrish, Linda Young and Dawn Williams.

## **Award Winners**

Customer Focus Award: Individual, Jeanna Foster; Team, Connie Bolin, Terri Cook, Maranda Cummins, Jean Kendell, Karen McGaughey, Dawn Moreland, Wes Swarner and Dawn Williams

Team Player Award: Connie Bolin, Maranda Cummins, Wes Swarner

Edison Award: Individual, Dawn Williams; Team, Terri Cook and Paul Herberg

110 Percent Award: Individual, Maranda Cummins; Individual, Wes Swarner; Team, Martin Castro, Alexandria Ramos, Eliot Ward

Employee of the Quarter: Cathy Cox

## **Secretary’s Forums Start Friday**

*By Anya Armes Weber*

Central office staff is invited to attend the upcoming series of Secretary’s Forums starting this week.

The sessions are intended to allow employees and leadership a chance to exchange information and ideas.

Meetings will be scheduled according to program areas so staff can discuss issues specific to their offices with their undersecretaries and other managers. Secretary Mark D. Birdwhistell will speak about current events relating to the Cabinet, and staff from the Office of Human Resource Management can answer questions.

Sessions will be in the Health Services Auditorium and last about an hour.

Staff who cannot attend their office’s specific session may attend another one. Supervisors should ensure office coverage during the meetings.

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Here is the schedule.

- **Friday, May 12** -- 1-2 p.m.: Health
- **Friday, May 19** --11 a.m.-noon: Fiscal and Administrative Affairs
- **Thursday, May 25** – 1:30-2:30 p.m.: Human Support and Secretary’s Office
- **Friday, May 26** – 11 a.m.-noon: Children and Family Services

**Cabinet for Health and Family Services  
Nets Information Technology Awards**  
*eKASPER, Telehealth recognized for  
contributions to the Commonwealth*

The Cabinet for Health and Family Services Office of Information Technology received two awards for excellence in technology practices and innovation in the state.

The Best of Kentucky Technology Awards were presented April 25 at the Sixth Annual Kentucky Digital Government Summit. The awards program recognizes information technology professionals in state government for their behind-the-scenes efforts that make life better for all Kentuckians.

The Enhanced Kentucky All Schedule Prescription Electronic Reporting (eKASPER) application was awarded a Best of Kentucky Technology Award for Most Innovative Use of Technology.

eKASPER, a Web-based, state-operated database, is used to identify and prevent controlled substance abuse in Kentucky. Kentucky is the first state in the nation to provide a self-service, Web-based system for tracking all schedule II-V prescription drugs. The CHFS automated system is used by medical practitioners, pharmacists and law enforcement personnel to fight the abuse and illegal sale of prescription, controlled-substance drugs in Kentucky.

“The Cabinet is honored to receive this award for excellence in the eKASPER program,” said Mike Burnside, undersecretary for administrative and fiscal affairs. “The collective efforts of the Office of the Inspector General and the Office of Information Technology have been instrumental in building a successful system that has resulted in significant savings for the commonwealth.”

CHFS employees were credited for their work to implement the program.

“This system was built in-house by dedicated IT staff working in conjunction with program staff to design and automate this unique and innovative business practice,” said Lorna Jones, CHFS’ chief information officer. “It was a great team effort and we are extremely proud of each and every person who contributed to this project.”

One of the largest threats to public safety in the commonwealth is the abuse, misuse and diversion of controlled substance prescription drugs.

“eKASPER is the most effective and efficient tool the commonwealth has to combat prescription drug abuse in Kentucky,” said CHFS Inspector General Robert J. Benvenuti III. “We are pleased our Cabinet employees are at the forefront of the practical and powerful use of technology in Kentucky, which has become a model for programs across the United States.”

Also awarded at the summit was the Kentucky Telehealth Network (KTHN), which received the Best of Kentucky Technology Award for Best Application Serving the Public.

KTHN is the statewide, legislatively mandated interactive videoconference

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telehealth network that helps combat two of the state's biggest problems: poor health and limited access to healthcare resources.

"Everything that KTHN does is for the benefit of the citizens of the commonwealth," said Kimberly Williams, M.D., chairperson of the KTHN Board of Directors.

KTHN uses videoconference technology to connect rural patients with physicians from anywhere in the state without the patient having to leave their community. Patients and their families do not incur travel expense and reduce time lost from work, helping lessen the economic impact of their illness.

"Whether it is an emergency echocardiogram that is reviewed by a pediatric cardiologist more than 100 miles away, eliminating the need for a helicopter transfer of a newborn baby from Pikeville, or the videoconference connection between 50 families at the UK/UL basketball game to their loved ones serving in Iraq, KTHN serves the public by bringing together those that need health care services and those that can provide those services, no matter where they are," said Rob Sprang, co-project manager of the KTHN.

KTHN includes more than 70 health care facilities across the commonwealth, including all three medical schools, regional community hospitals, primary care centers, community mental health centers, public health departments, school-based clinics and vehicle-based mobile telehealth facilities.

### **Stressing the Effects of Stress**

Don't sweat the small stuff.

That's great advice to help keep stress at a manageable level.

But, because one person's small stuff is another person's all-consuming concern, for most

people, managing stress involves more than a snappy slogan.

The CHFS Employee Health and Wellness Committee has chosen stress management as its next fitness topic. To kick things off, a stress management display will be among the features at the May 17 CHFS Health Fair in the CHR Building lobby from 10 a.m. to 2 p.m.

The committee also is sponsoring a Lunch 'n Learn program on stress management in the coming weeks. More details on this event will be published in upcoming issues of the Focus.

Excessive stress can interfere with family, social and on-the-job relationships and deplete your personal energy resources. Even worse, stress can make you physically ill and make existing illness worse or more difficult to manage.

High blood pressure, cardiovascular disease and heart disease have been linked to stress factors. Other stress-related ailments include ulcers, allergies, asthma and migraine headaches.

Several online assessment tools are available to help measure personal stress levels. Here are a few to check out:

<http://money.cnn.com/popups/2006/fortune/quizzes/stressed/frameset.exclude.html>

[http://www.saintelizabethonline.com/index.php?page\\_id=353&pp=94](http://www.saintelizabethonline.com/index.php?page_id=353&pp=94)

<http://www.docinthebox.com/strscalculator.html>

[http://www.nutritionlifestyles.com/stress\\_test.htm](http://www.nutritionlifestyles.com/stress_test.htm)

<http://mediresource.sympatico.ca/calculator.asp?which=stress&quiz=y>

The wellness committee wants to help CHFS employees dial down their stress levels by offering information and tips on ways to effectively manage factors that can cause stress

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and put into proper perspective the necessary stressors we can't avoid.

### **America on the Move Wraps Up**

The six-week America on the Move walking program at CHFS is nearing its end – and CHFS is going to celebrate.

Each AOM participant made a commitment to wellness and, judging by the number of steps reported, should be proud of all that's been accomplished so far - individually and collectively. Everyone is well on the way to walking the length of his or her chosen trail.

We'll celebrate the end of the program May 17 at 9:45 a.m. outside the CHR Building main lobby. Secretary Mark D. Birdwhistell will speak and lead our final AOM group walk.

The annual CHFS Health Fair begins at 10 a.m. and runs until 2 p.m. in the lobby, so be sure to stop by after the AOM finale to pick up information and tips and take advantage of other health promotions featured at the fair.

Here's to your progress as we near the end of another successful employee health and wellness activity.

The top three teams in the AOM program are: Motivated Movers, with 673, 849 steps; the Winkies, with 632,358 steps; and Yukondoit, with 542,518 steps.

### **CHFS Health and Wellness Fair**

In observance of National Women's Health Week, May 14-19, the Division of Women's Physical and Mental Health will again sponsor the annual CHFS Health and Wellness Fair.

In addition to information on topics ranging from nutrition and diabetes to pregnancy issues, the fair will feature cholesterol and mood screenings, stress assessment and other exhibits and demonstrations. Chef Nancy will be back, too, preparing more delicious, healthy snacks.

All Frankfort-based employees are invited and encouraged to stop by. Mark your calendars and plan to attend the 2006 CHFS Health and Wellness Fair May 17, 10 a.m.-2 p.m. in the CHR Building lobby and cafeteria.

### **Ten-ure Conference Coming Up**

The Ten-ure organization conference will be May 17-19 at the Executive Inn in Owensboro. CHFS Secretary Mark D. Birdwhistell will be the keynote speaker at the opening session on May 18. DCBS Commissioner Tom Emberton Jr. will be the featured speaker at the awards dinner at 7 p.m. the same day. An information packet about the event has been sent to members, but can be found online at [www.ten-ure.org](http://www.ten-ure.org). A drawing for cash prizes for more than \$200 will be held at the end of the conference. Members will need approval through administrative channels in their respective offices to obtain approved leave for the conference.

### **Know Leave Procedures for Primary Elections**

Kentucky's primary election will be held on Tuesday, May 16, 2006. As of this date, based upon information obtained from the County Clerks for local races and records from the Secretary of State's office most counties will have Democratic, Republican or nonpartisan primaries but there are some exceptions. Registered Democrats will be eligible to vote in the primary in every county in Kentucky; however, there are some counties in which registered Republicans will not be eligible to vote in the primary and other counties where registered Republicans are eligible to vote only in a partial county Republican primary or nonpartisan primary. The exceptions are listed below:

Registered Republicans not eligible to participate in the primary in the following counties as there

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are no Republican or nonpartisan races on ballot:

1. Caldwell
2. Carlisle
3. Fulton
4. Graves
5. Hopkins
6. Livingston
7. Lyon
8. Nelson
9. Webster

Registered Republicans are eligible to participate in the primary in the following counties if they are eligible to vote for Republican candidates seeking the specific office listed below:

1. Boyle City of Danville  
(Nonpartisan candidates)
2. Letcher Magistrate in  
Districts 1, 2 & 4
3. Montgomery County  
Commissioner, District 2
4. Pike Magistrate, District  
4
5. Rowan Magistrate, District  
3
6. Todd Constable, District  
5
7. Trigg Magistrate,  
Districts 1, 2, 3, 5 & 7

Because last minute candidate withdrawal can determine whether or not there is a primary election in a county, all voters (Republican, Democrat or Independent/Political Group) should check with the county clerk to verify the specific primary races on the ballot.

In accordance with Ky. Const. Section 148, KRS 118.035 and the voting leave regulations, 101 KAR 2:102, Section 7 and 101 KAR 3:015, Section 7, all employees who are entitled to vote, otherwise scheduled to work during the hours that the polls are open, and request leave in advance shall be granted four (4) hours of leave

to do so. Employees voting absentee may be granted this leave, if an advance request is made on the day they appear before the clerk to apply for the absentee ballot except as noted below.

KRS 118.035 states that any qualified voter who exercises his right to voting leave but fails to vote under circumstances that did not prevent him from voting may be subject to disciplinary action. An employee appointed to serve as an Election Officer may receive voting leave not to exceed a total of seven and one-half (7.5) hours for a designated election to attend training or for service as an Election officer, provided that such leave is requested in advance, KRS 118.035(4).

Further, this notice should be made available to all affected employees by email if they have an account and conspicuously posted in every worksite. If you have any questions, please direct them to the Office of Legal Services for the Personnel Cabinet at (502) 564-7430.

### Focus Health Tip: Protect Your Skin

*By Anne Parr, R.N.*

Now is a great time to learn about melanoma. May is Skin Cancer Awareness Month and is a good time to get learn about melanoma and skin cancer, and what to do to prevent becoming a statistic. Skin cancer is the most common of all cancers - and the most preventable.

### Skin Cancer Prevention tips:

- Avoid sun exposure and exposure to ultraviolet radiation from the sun.
- If you must be out in the sun, always use protection: wear a long-sleeved shirt or cover-up, a hat that shades your face and sunglasses.
- Always wear sunscreen (with a sun protection factor of at least 15) on exposed body parts, even during the winter, when sun reflected off the snow

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may be intense. Apply it 15 to 30 minutes (or more) before going out in the sun.

- Avoid sun exposure between 10 a.m. and 3 p.m. when the sun's rays are their most fierce.
- Check your skin monthly for unusual moles or changes in existing skin markings, using a full-length mirror and a hand mirror to see your back. See a dermatologist if you notice any changes and for regular skin checkups.
- Don't use sunlamps or tanning centers.

- Keep up with current events.
- Read.

## Employee Enrichment

*By Anya Armes Weber*

*Employee Enrichment is a weekly feature for CHFS staff. These tips for making work better focus on team building, customer service and personal development.*

If you are worried about aging's possible affects on your brain, or you just want to keep your mind sharp, the Mayo Clinic suggests that exercising your brain can keep you mentally agile. Your brain will literally grow the more it is challenged. People of any age can get in better mental shape by learning new skills. When the brain is "stretched," new connections are made between nerve cells, and that helps your brain to retain and retrieve information more easily.

Mayoclinic.com offers these strategies to prevent future memory loss.

- Interact with others on the job and in your community.
- Start a new hobby with your co-workers, such as crafts, walking or bird-watching.
- Play word games.
- Learn a new language.
- Volunteer.