

# StateLine



## REVENUE SHORTFALL CONTINUES TO CHALLENGE OUR STATE BUDGET

By **BILL RITTER, JR.**

Last month's June revenue forecast produced few surprises: The nation's economic slump still has a tight grip on Colorado and states across the country.

Nationwide, states are struggling to close shortfalls that amount to \$121 billion. California alone faces a \$26 billion budget gap and is issuing IOUs because it can't pay its bills.

States are laying off and furloughing employees, raising taxes, releasing prisoners early and closing or selling state parks.

Here in Colorado, working together over the past 10 months, we already have closed a \$1.4 billion budget gap.

Like families in every corner of Colorado, we have made difficult choices to keep the budget balanced while still maintaining investments in education, healthcare, public safety and other priority services.

We now face a new and immediate challenge: to close another \$945 million shortfall in the fiscal 2009-10 and 2010-11 budgets.

Clearly, neither the services we provide to the public nor the state workforce will escape the next rounds of budget-cutting without being impacted.

Employees already will be taking four unpaid furlough days this fiscal year, with the first furlough day scheduled for the Tuesday after Labor Day, and that number likely will increase to help keep our budget balanced.

Employees already have foregone salary increases in FY09-10, and we will need you to do so again in FY10-11 to help keep our budget balanced.

Employees already have seen the state workforce decline from 31,208 on Sept. 1, 2008 to 30,646 as of July 1, 2009, and that number may well continue to decline to help keep our budget balanced.

Not since the Great Depression has the nation experienced such a steep and sustained economic crisis. While Colorado remains in relatively better shape than many other states, government officials at every level are being forced to reconsider and reinvent the way we do business and serve the public.

These unenviable and unprecedented challenges are testing all of us. They are testing our values, testing our leadership and testing our ability to serve the public.

But time and again, Colorado state employees have risen to the occasion. Thanks to your hard work, you are helping us navigate through these uncharted waters.

It is a privilege to serve with you as we lead Colorado forward and position the state for a strong and sustained economic recovery.



## Division of Insurance Celebrates Independence Day

The Division of Insurance, in the Department of Regulatory Agencies (DORA), celebrated Independence Day by coming to work in shades of red, white and blue. While fulfilling their mission of Consumer Protection, staff took a quick lunch break to munch on hot dogs and chips donated by co-workers, Jackie Dix and Shirley Taylor. The group then posed for the photo to the left.





## HOW YOUR FEEDBACK IMPROVED EMPLOYEE BENEFITS

BY RICH GONZALES  
EXECUTIVE DIRECTOR, DPA

The Governor's Office has announced that the first mandated furlough for this fiscal year will be Tuesday,

September 8, 2009 - the day after the paid September 7<sup>th</sup> Labor Day holiday. The majority of employees working for the Executive Branch will be on furlough that day, and most State offices will be closed (see the Governor's July column, on page one).

Like many Executive Directors, I have received numerous questions and suggestions from employees regarding these mandated furloughs. I have shared this information with the Governor's staff and they are using much of that information to draft the upcoming Executive Order regarding mandatory furloughs.

Please know that the issue of mandatory furloughs is a complex one that deserves discussion and effort to address as many individual concerns in a general way as practical. However, we must keep in mind that each of us is struggling with these furloughs and that now, more than ever, a sensitivity to the greater good is needed beyond our individual circumstances; irrespective of position, status, pay, or personal financial situation. We are all affected by these painful but necessary measures.

To that end, the next time your co-worker is a bit short with you or that person in accounting doesn't ask how your day has been when they give you a call, remember - we are all dealing with a lot of "stuff." We will make it through this storm only if we continue to work together and give each other the support we all need to face these difficult times.

DPA will continue to be a resource for you and your co-workers. Your concerns and questions during this difficult time are welcomed.

### STATELINE WANTS TO HEAR FROM YOU!

If you have any comments, concerns, questions you want answered or want to share a story idea, drop us a line at any of the following email addresses:

[stateline@state.co.us](mailto:stateline@state.co.us);

[dpacomment@state.co.us](mailto:dpacomment@state.co.us); or

[julie.postlethwait@state.co.us](mailto:julie.postlethwait@state.co.us)

Please don't hesitate to contact us, we really do want to hear from you!



## Governor Recognizes Capitol Life Safety Project Participants

This past week, Governor Ritter proclaimed June 29, 2009 as State Capitol Life Safety Project Day. The Governor signed the proclamation to honor all those that worked to make the Capitol Life Safety Project such a success.

The State Capitol Life Safety Project made our state capitol a safer place for the people who work in the building and the visitors who come to see this architectural landmark. Necessary upgrades were made to bring the one-hundred-and-eight year old building up to current safety standards, while protecting the historical nature of our state's most treasured historical landmark.

Due the budget short-falls in early 2002, the funding for the project was taken away and used to cover more pressing state budget needs. The Colorado Historical Society came to the rescue and provided more than \$30 million in grant money to allow the project to move forward to completion.

The State Architect's Office (SAO) also worked closely with the Denver Fire Department to ensure the project was a comprehensive update of necessary safety features. Under the management of the SAO numerous contractors and subcontractors - including craftsmen who restored historical features to their original beauty after wiring and sprinkler mechanisms had been put in place - completed the project on schedule.



Governor Ritter signed the proclamation in the presence of representatives of the Denver Fire Department, the State Historical Society, the State Architect's Office and Jacobs Engineering.

# THE COLORADO STATE FAIR: 137 YEARS OF FAMILY ENTERTAINMENT

The Colorado State Fair has been entertaining families for more than 135 years and each year, it grows in size and popularity. Nearly half-a-million people walk the historic grounds for the eleven day event. It has become the centerpiece of summer fun in Colorado by promoting youth and agriculture.

“As a division within the Colorado Department of Agriculture, our continuing goal is to offer entertainment to families while providing education about agriculture and the role it plays in all of our lives,” said Chris Wiseman, Colorado State Fair General Manager.

The 2009 Colorado State Fair will combine exciting, family-friendly attractions with traditional, time-honored fun.

### HAAI, Inc. Live Shark Encounter

One look into the eyes of a live shark and you will feel heart-pounding awe and fascination. This show involves a variety of amazing sharks, a 7,000 gallon tank, billowing smoke and intense music. Fans will leave the show feeling entertained and educated.

### Wild About Monkeys

Combining the rare skills of an excellent trainer and the incredible instincts of these amazing animals, there will be plenty of monkey'n around at this exhibit. This show will delight and amaze the audience with fun, education and great entertainment for the whole family.



### Sea Lion Splash

This show is the only traveling sea lion show in the United States. This unique and exciting show will highlight the natural comedic behavior of these animals and their amazing athletic skills. The show is geared around educating the audience on the habits and nature of the sea lions with plenty of comedy thrown in.



### Fiesta Day

Fiesta Day is, historically, one of the most popular days of the entire fair. This celebration of the Hispanic culture begins with a Fiesta Parade that winds its way through the city and culminates at the State Fairgrounds. During the celebration, fairgoers enjoy mariachi music, traditional Mexican dancers, and the presentation of the Fiesta Queen and her court. New this year will be a Bloodless Bullfight!

### Rodeo Action

The PRCA Dodge Rodeo proves every year that rodeo is the original extreme sport. Professional cowboys and cowgirls gather in Pueblo to compete for over \$100,000 in prize money!

### Mutton Bustin'

Every kid who dreams of being a cowboy or cowgirl can get a taste of true competition by competing in Tommy G's World Champion Mutton Bustin' competition.

### Live Music

There is something for all music lovers at the Colorado State Fair. Besides national recording artists, fair patrons can also enjoy free music at three stages located throughout the fairgrounds.

And the list goes on: thrilling carnival rides, livestock shows, pole vaulting, commercial vendors, food of every ethnicity, art shows, plus much more!

Exhibits of over 4,600 livestock, 1,900 small animals, 1,000 horses and 8,000 general entry projects from crops to jellies can be seen at the annual event. Plus, every year, the Colorado Department of Agriculture fills the Agriculture Pavilion with educational fun and excitement designed to entertain the young and young-at-heart.

“I invite everyone to the 2009 Colorado State Fair,” said Wiseman. “Whether you have never been to the Fair before or you have made it a family tradition, there is always something new and exciting to see.”

The 2009 Colorado State Fair runs August 28 – September 7, 2009. For more information, log onto [www.coloradostatefair.com](http://www.coloradostatefair.com). State employees interested in purchasing advance tickets may do so at a reduced price - just submit your payment with the form on the following page (pg 4).



Group Sales Program  
 1001 Beulah Ave  
 Pueblo, CO 81004  
 1-800-444-FAIR ext 2070  
 Or direct @719-404-2070

August 28th to September 7th 2009

[www.coloradostatefair.com](http://www.coloradostatefair.com)

**Colorado State Employees  
 Advance Purchase  
 Buy Early and Save!!!**

11 Day Punch Card Only \$25.00 VALUE \$72.00

Daily Carnival Band Only \$20.00 VALUE \$25

**NEW THIS YEAR!**

Mega Ride Pass

Includes Unlimited Carnival Rides PLUS

Gate Admission for ALL 11 DAYS only \$70.00! VALUE \$348

OFFER EXPIRES August 25, 2009

MAIL TO: Colorado State Fair Box Office

1001 Beulah Ave.

Pueblo, Co 81004

Or FAX: 719-566-1363 FAXED ORDERS MUST BE PAID BY CREDIT CARD.

**State Employee Discount Ticket Order Form**

Name:	Phone:
Street Address (NO PO BOXES)	Suite or Apartment number
City, State & Zip Code	Email address:
Department & Division:	

Acceptable forms of payment: CASH, VISA, MASTERCARD, DISCOVER, AMERICAN EXPRESS, CASHIERS CHECK. (NO PERSONAL CHECKS)

Method of Delivery: \_\_\_\_\_ Mail to above address for \$2.00  
 \_\_\_\_\_ Pickup at Events Center Box Office no charge. **TICKETS MUST BE PICKED UP BY AUGUST 27th**  
 \*\*\*\*\*

Ticket/Pass Type	Price	Quantity	Total
11-Day Gate Admission Punch Card	\$25		
KIDS 6 & UNDER FREE			
All Day Carnival Band (Good one day)	\$20		
Mega Ride Pass (Good 11 days)	\$70		
Sub-Total			\$
Shipping/Handling (Have your Order Mailed)			\$2.00
Or Pick up at the Box Office at no charge tickets must be picked up by August 27th			
<b>Total Amount of Order</b>			<b>\$</b>

Credit Card Number	Exp Date
Signature	

\*\*\*\*\* For Office Use Only \*\*\*\*\*

Date Order Received _____	Date Order Picked Up/Mailed _____
11-Day Punch Card Beginning Number _____	Ending Number _____
Carnival Band Beginning Number _____	Ending Number _____
Mega Ride Pass Beginning Number _____	Ending Number _____
Signature _____	Date _____



## LOTTERY SCORES BIG WITH TICKET GIVE-AWAY

Colorado Lottery staffers recently discovered that the promise of free tickets can convince people to line up like Tweens trying to score seats for a Jonas Brothers concert.

On June 12<sup>th</sup>, the Lottery distributed 6,000 free \$5 Scratch tickets in Fort Collins, Denver, Pueblo and Grand Junction, as a thank you to residents for helping the organization achieve \$5 billion in Scratch ticket sales. Although Lottery employees were slated to start handing out the tickets at 11 a.m., eager players showed up as early as 7:45 a.m. for a free shot at winning as much as \$100,000.

At one point during the giveaway in Denver, roughly 900 people stood in line and entertained themselves by doing the wave.

“The crowds were enthusiastic, friendly and excited about the possibility of winning,” said Colorado Lottery Director Jack Boehm. “We couldn’t ask for anything more.”

While the giveaway was intended to serve as token of gratitude for 26 years of support, many who attended also used the event as an opportunity to thank the Lottery for providing money for parks, trails, open space and recreational facilities.

Proceeds generated by the Colorado Lottery benefit the Great Outdoors Colorado Trust Fund, the Colorado Division of Parks and Outdoor Recreation and the Conservation Trust Fund, which distributes funding to cities, special districts, counties and other entities in proportion to their populations.

To raise awareness about the projects that the Lottery helps support, tickets were given away at sites that have benefited from lottery proceeds, including: the Pueblo Plaza Ice Arena, Grand Junction’s Lincoln Park, the North Aztlan Community Center in Fort Collins and Glendale’s Infinity Park, which hosted an international rugby tournament during the event.



The line Outside Infinity park.

Lottery officials allowed participants to pick up tickets until 1 p.m. or while supplies lasted. Attendees received tickets for Magic Money, a game that had one, \$100,000 top prize remaining. That prize remains unclaimed, but the giveaway did yield a few \$1,000 winners.



“We’re glad that some of the people who attended walked away as winners, but we’re even more proud that we got to interact with the residents of our state and personally thank them for their loyalty over the past 26 years,” said Boehm.

## NEW STATE PERSONNEL BOARD FORMS AND RULES

The State Personnel Board has issued a new appeal/dispute form and instructions for filing any type of appeal. Additionally, all orders issued by the State Personnel Board will be served electronically, as of July 1, 2009, this change is noted on the new appeal/dispute form. Providing an email address is also a new requirement for anyone filing an appeal or petition for hearing with the Board. All appeals are to be filed at the State Personnel Board for purposes of streamlining the appeals process. The Board will take in all appeals and forward those which are for the Personnel Director’s review to the Division of Human Resources, Department of Personnel and Administration. The new form and instructions are located at [www.colorado.gov/cs/Satellite/DPA-SPB/SPB/1232721347216](http://www.colorado.gov/cs/Satellite/DPA-SPB/SPB/1232721347216).

In addition, the most recent version of the rules, including those adopted by the Board at its May 19, 2009 meeting; these rules became effective July 1, 2009, may be found at [www.colorado.gov/cs/Satellite/DPA-SPB/SPB/1213608768055](http://www.colorado.gov/cs/Satellite/DPA-SPB/SPB/1213608768055).

## UPCOMING TRAINING OPPORTUNITIES

Professional Development Center Featured Training Opportunities for August: Many other classes are available. Please visit our webpage and register early. Classes fill quickly.

Microsoft Office 2007 (Aug 18): Learn the new features and applications of the complete Office 2007 suite.

Dealing With Difficult People (Aug 20): Learn skills to successfully manage and minimize workplace conflict.

The Rules for Supervisors and Managers (Aug 25): Learn how to find and successfully apply the State Personnel Rules.

Performance Problems and Progressive Discipline (Aug 26): Learn to understand and appropriately apply the State progressive discipline process.

Building a Retention Culture (Aug 27): Learn skills to encourage your best people to stay. (Supervisor Certificate class).

Questions? Please email us at [prsnl.training@state.co.us](mailto:prsnl.training@state.co.us). Visit the Professional Development Center webpage at: <http://www.colorado.gov/cs/Satellite/DPA-DHR/DHR/1185870964571>

## COLORADO WIC UNVEILS NEW FOOD PACKAGES

BY AMY KWELLER MS, RD  
NUTRITION CONSULTANT, CDPH

If there is one program that has helped improve the health of women, infants and children, and reduced health care costs across Colorado, it is the Special Supplemental Nutrition Program for Women, Infants and Children (WIC). WIC provides wholesome food, nutrition education, breastfeeding promotion and support, and health care referrals to over 110,000 low income participants at nutritional risk in Colorado. For over 30 years, WIC has supported pregnant and postpartum women, infants, and children up to age five.


This June, the Colorado WIC Program's food packages were revised to better meet the needs of WIC participants, and to reflect current nutritional science and public health concerns. The changes were based on research of the nutritional needs of pregnant and breastfeeding women, infants and children; the 2005 *Dietary Guidelines for Americans*; and infant feeding practice guidelines from the American Academy of Pediatrics. The new food packages boost WIC's efforts to promote optimal nutrition and breastfeeding, and better accommodate participants with cultural food preferences.

The new food packages offer even more choices! The traditional food packages included cereal, milk, eggs, cheese, 100% juice, dried beans, peanut butter, carrots, and infant formula. Some of the new additions are fresh and frozen fruits and vegetables; dairy alternatives, such as tofu and soy beverage; more whole grains choices, including 100% whole grain bread, brown rice, and soft corn tortillas; canned beans; more varieties of canned fish; and fresh bananas and jarred baby foods for infants. The new food packages reinforce several key nutrition messages from the *Dietary Guidelines*:

- Eat more fruits and vegetables
- Lower saturated fat and cholesterol intake
- Increase whole grains and fiber
- Drink less juice and sweetened beverages




**Colorado  
WIC Program**



**Allowable  
Foods List**

As of June 2009

Contact your local WIC  
Program with questions



Additionally, WIC offers enhanced food packages to breastfeeding women. The American Academy of Pediatrics recommends that all women exclusively breastfeed their infants. To support this, Colorado WIC has enhanced the food packages for women who choose to only give human milk to their infants. These mothers receive breastfeeding support (counseling, referrals, access to breast pumps), additional nutritious foods, and their infants receive additional baby foods around 6 months of age. WIC continues to provide nutrition education, breastfeeding education, and breastfeeding support to all breastfeeding mothers.

WIC is available to pregnant and postpartum women, infants, and children up to age five who live in Colorado, have a nutritional need, and have a family income below 185% of the United States Poverty Income Guidelines. To learn more, contact the nearest WIC agency or call (303) 692-2400. More information about the Colorado WIC program may be obtained at <http://www.cdphe.state.co.us/ps/wic/> WIC is an equal opportunity provider.



## DORA Employee Chere Mitchell Turns Interest in WWII History Into Book

If you have ever wondered how a career in the insurance industry prepares someone for a second career as a filmmaker and writer, you need only to have a discussion with Chere Mitchell in the Office of Consumer Counsel (OCC).

Chere has worked for the state for eight years in the Department of Regulatory Agencies as the administrative assistant who processes filings related to utilities cases and greets everyone who enters OCC's office. However, her State resume disguises some remarkable accomplishments.

Her circuitous career route from insurance, to museums and preservation, to the OCC resulted in Chere's developing a keen interest in the history and stories of people like her father who served in World War II. One of the products is the soon-to-be-released book *Hale and Farewell: 10<sup>th</sup> Mountain Division 2007 Reunion*, about the members and history of the storied members of this elite group.

Chere's experience led her to realize that the world was losing a tremendous historical resource, following a brief discussion a few years ago with her father about the challenges he faced as a soldier who served his country in World War II more than 60 years ago. She recognized that first-hand accounts of fighting in the European theatre were quickly disappearing with the increasingly frequent deaths of soldiers who fought on the ground, like her father did in the Battle of the Bulge. Chere was moved to chronicle some of these stories after visiting his old battlefields in the Ardennes Forest in Belgium, where he was wounded.

Through her research she discovered that many former World War II soldiers were becoming more willing to share war stories they never told anyone before. Although her father did not serve in the 10<sup>th</sup> Mountain Division, it was his willingness to talk after decades of silence that motivated Chere to capture oral histories, poetry and the special camaraderie of this renowned fighting team – culminating in her producing and co-edition a book based on the 2007 reunion of the division.



Chere Mitchell, left, talks with 10<sup>th</sup> Mountain Division veteran William Osgood (87-C) at the base of the climbing wall at Camp Hale where the 10<sup>th</sup> trained during World War II. Photo by R. J. Bob Chavez

given the increasing age and loss of members," Mitchell says. "This is a way for these men to go out in style - by having the reunion and capturing it in *Hale and Farewell*."

The book outlines the history of the division, which trained during World War II at Camp Hale in Colorado, and covers the reunion from a journalistic perspective. Mitchell's team of historians interviewed more than 80 people and her staff photographers took thousands of

photos of reunion events. The documentation alone required nearly two years to compile and underwent the review of eight veterans and descendent of veterans of the 10<sup>th</sup>. The limited edition hardcover book has 192 pages and over 400 photographs.

While *Hale and Farewell* is a tremendous accomplishment, this is not Chere's first effort to memorialize history. She also produced the documentary film *Transcending Bonds: The 75<sup>th</sup> Infantry Division Revisits the Battle of the Bulge*, which features her father's story. The film has appeared on PBS in more than 50 cities nationwide and has been aired by Rocky Mountain PBS, where it still can be seen occasionally. Chere also works on capturing oral histories of old-time Colorado miners in an effort to keep the memory of those bygone days alive.

While the book is not ready for final print as of the writing of this article, Chere hopes for a late summer release and local book signing events to follow.

### A CYBER VISIT TO THE STATE ARCHIVES

The idea of putting people to work through government sponsored jobs is not a new concept as President Franklin Roosevelt created the Works Progress Administration, the Civilian Conservation Corps, and other programs to deal with joblessness during the Great Depression." There are numerous photos that you can use if you wish at: [www.colorado.gov/dpa/doit/archives/wpa/home.htm](http://www.colorado.gov/dpa/doit/archives/wpa/home.htm).

This is only one of the fascinating documents and collections available for you to review at the State Archives Office, which you can also visit in person at 1313 Sherman Street, B1, Denver, CO.



"Many believe that the 2007 gathering will be the 10<sup>th</sup> Mountain Division's last official event

## OIT-CDHS JOINT PROJECT RECEIVES HONOR

The Computerworld Honors Program was established in 1998 to recognize the achievements of organizations and people “whose visionary applications of information technology promote positive social, economic and educational change.” Members of the Computerworld Honors Chairmen’s Committee submit nominations for organizations they feel demonstrated extraordinary use of information technology in one of 10 categories, including Government. Nominees are then asked to submit a Case Study to the Computerworld Honors Program Global Archives. The AFCARS (Adoption and Foster Care Analysis and Reporting System) Tracking project was nominated and, after meeting the strict criteria, was awarded a 2009 Laureate in the Government category.

AFCARS was developed when the Governor’s Office of Information Technology (OIT) and the Department of Human Services (CDHS) teamed up with Infolink Consulting to develop an easy-to-use tool built on a business intelligence (BI) solution to better meet federally mandated reviews and compliance standards and to monitor performance. AFCARS touches on county, state, and federal organizations in their endeavor to achieve better social outcomes for Colorado families. Feedback from several counties indicates it has forged a closer working partnership between the state and counties. Due to the tremendous support at the executive levels for the project, the AFCARS BI solution was embraced by the target audience of users within weeks of the rollout. While the initial number of state and county users was targeted at 250, OIT-CDHS is now in the process of enhancing the production environment to accommodate the entire state and county user community of approximately 3,400. In addition, several counties are also moving to the IBM Cognos toolset, so they can merge state data with county data and provide internal management reporting to the county management.



Ron Ozga, Chief Information Officer OIT-CDHS attended the Laureate Medal Ceremony on behalf of the organization. Although the AFCARS Tracking project was not selected as the finalist, it was an honor to be considered among an elite group of 2009 Government Laureates including the

Assistant Secretary of Defense, Government of the State of Baden-Wuerttemberg, Germany, Statistics Sweden, State of Florida Office of Financial Regulation, U.S. Department of Education, and United States Peace Corps.

To learn more about AFCARS, please visit [www.cdhs.state.co.us/childwelfare/AFCARS.htm](http://www.cdhs.state.co.us/childwelfare/AFCARS.htm).



## C-SEAP ANNUAL GOLF TOURNAMENT A SUCCESS

The 18<sup>th</sup> annual Charity Golf Tournament to benefit the Colorado State Employees Assistance Program (C-SEAP) raised over \$11,000 for the C-SEAP Emergency Assistance Fund. This event is hosted by the Credit Union of Colorado, who did a stellar job with this years event.

This fund helps state employees and their family members who are experiencing financial hardships with short-term financial assistance while longer-term solutions are found. The fund helps with much-needed every day living expenses like groceries, utility bills, and medical expenses. With the funds that this golf tournament raised many



*Terry Leis (on right), Credit Union of Colorado President/CEO, presents C-SEAP Director Randi Wood with the Golf Tournament proceeds.*

state employees and their families will receive assistance throughout the coming year.

We would like to thank the following sponsors for their support

- 3SI Security Systems
- Automotive Avenues
- Autotrek
- CUNA Mutual Group
- Diebold, Inc.
- Enterprise Car Sales
- Executive Compensation Solutions
- Fidelity Information Systems
- Fritts Insurance Agency
- H.M. Brown & Associates
- Happel & Associates
- Harland Clarke
- Holben Hay Husman, CPAs
- HR Solutions & Brokerage
- IC Group
- IMAC
- Integrated Media Source, Inc
- Morgan Keegan
- Online Resources
- Sage Public Relations Group
- Sprint Denver
- SunCorp
- Support Financial Resources
- Symitar
- The Appraisal Company
- Van Wagenen Financial Services Inc



## PRESSURE POINTS



## Stress Reduction in 2009

During times of high stress, many people report that they are “too stressed out” to pay attention to self care or to do the things that may actually help them feel more in control. While there is no combination of stress management techniques that works equally well for everyone, there are some approaches that help most people most of the time. If you are feeling harried, dropping balls, worrying about your health, experiencing information overload, and often wishing you had a personal assistant to help you keep track of your life, here are some ideas for your consideration. Keep in mind that there is no need to create more stress by trying to change multiple areas of behavior. A single change in how you take care of yourself can have a positive ‘ripple effect’!

**Physical Activity** - Though regular and vigorous physical activity is best, even modest increases in physical activity, if frequent, are associated with increased feelings of well-being and decreased feelings of depression and anxiety. (Seek advice from your doctor before making significant changes to your exercise routine.) If there is a specific activity you enjoy, try to make more time for it. At minimum, try to add some additional simple activity to your day by increasing the number of steps you walk, such as walking around the block during your lunch break or taking the stairs between floors.

**Eat regular, nutritional meals** - Strive for a healthy diet and moderate food intake. Consider just one pragmatic adjustment that feels ‘do-able’: is it switching from sugared beverages to diet beverages? Planning one or two low-fat vegetarian meals per week? Limiting desserts to weekends? Many sound ideas can be found at [www.mayoclinic.com](http://www.mayoclinic.com). (Talk with your doctor about your own unique nutritional needs, especially if you are pregnant, nursing, or dealing with a chronic illness.)

**Avoid excessive use of caffeine** - Studies have demonstrated that caffeine disrupts sleep. When caffeine is consumed within nine hours of bedtime, sleep onset may be delayed, total sleep time reduced, normal stages of sleep altered, and the quality of sleep decreased. Similarly, excess alcohol use disrupts sleep and worsens emotional functioning.

**Help yourself to remember** - Short-term memory is temporarily disrupted by stress, so, organize to reduce confusion: make notes to yourself, keep your tasks written down, and check them off as you go. Write down or print out directions ahead of time. Prepare for the morning the night before; put things you need to take with you by the door, and decide what to wear the next day.

**Get up 15 minutes early** - This gives you time for unforeseen things.

**If possible, schedule quiet times** - This is especially helpful just before bed. Take time to relax, sit, breathe deeply, and quiet your mind. During the day, take breaks from your work. Even five minutes will help.

**Keep your sense of humor and have fun** - Seeing the humor in a situation will help keep your stress low. It may be possible to take a situation seriously, but not take yourself too seriously. We can strive to tolerate our own and others’ foibles and limitations with a patient and gentle attitude.

**Relax your standards** - You don’t have to do everything perfectly. Prioritize what is essential, and allow some matters to wait.

**Change your perspective** - Try taking the ‘year-out’ view: will today’s stressful event have a significant impact on my quality of life a year from now?

**Take advantage of your body rhythms** - Schedule your most difficult tasks for your peak hours and less difficult tasks for other times.

**Talk with your co-workers** - about how to work together to solve problems. Listen actively, try to understand, look for areas of agreement, *and* be willing to stand up for yourself respectfully.

**Keep a journal** - Writing down your inner thoughts in a way of release, as well as providing a journal for later contemplation.

**Get plenty of rest** - Schedule extra sleep time during times of stress. When you can’t get to sleep, get up and do something non-stimulating. Too many of us operate with a substantial chronic sleep shortage that diminishes motivation, energy, and capacity for joy.

**Keep schedules as normal as possible** - The semblance of routine helps during periods of high stress.

**Give priority to interpersonal relationships** - Renew them, maintain them, and give energy to them - in your personal life and at work.

**Maintain mindfulness of the positive** - even (perhaps especially) during periods of stress, it is helpful to take a few minutes each day to consciously review any ‘positives’ in your day and in your life overall. Individuals who focus on finding reasons for gratitude tend to be more resilient even in difficult times.

Remember, **C-SEAP** is available on a confidential and cost-free basis to assist in identifying and implementing strategies that may be most helpful for you. If you wish to consult with a C-SEAP staff member, call 303-866-4314 or 1-800-821-8154 for an **appointment**. If there are topics of interest that you would like us to explore in future editions of “Pressure Points,” please contact Randi C. Wood at [randi.wood@state.co.us](mailto:randi.wood@state.co.us).



## DPA Summer Symposium

Feeling stressed out? We can help: Don't forget to include the DPA Summer Symposium in your Friday lunch plans.

These concise, free, lunch hour sessions (noon – 1:00 p.m.) will take place each Friday from July 10 through August 28 in the Old Supreme Court Chambers at the State Capitol.

For those who can't be in the downtown Denver area, we will stream audio live from the presentations via the web at: [www.leg.state.co.us/clics/clics2009a/cslFrontPages.nsf/Audio?OpenForm](http://www.leg.state.co.us/clics/clics2009a/cslFrontPages.nsf/Audio?OpenForm). Click on the "Old Supreme Court Chambers" link.

If you are unable to attend or listen live, video copies of the presentations will be available via web at: [www.colorado.gov/dpa](http://www.colorado.gov/dpa)

The symposium presentation topics include:

- 7/10 Rich Gonzales, *DPA, State Personnel Director*, The Importance of You: The Difference You Make
- 7/17 Jon Richard, *DPA, C-SEAP*, Rest, Renewal, and Personal Energy Management: Strategies for Self Care in Hectic Times
- 7/24 David Remson, *DPA, Division of Human Resources*, Effective Conversations
- 7/31 Andrew Gale, *CDLE Human Resources*, Making Yourself Marketable/Growing Your Talents
- 8/7 Dustin Tidwell, *Latitude Financial*, Personal Money Management
- 8/14 David Remson, *DPA, Division of Human Resources*, Fun at Work
- 8/21 Jon Richard, *DPA, C-SEAP*, The Colleague in Crisis: Compassionate Responses and Essential Boundaries
- 8/28 Scott Madsen, *DPA, Division of Central Services*, Efficiencies in State Government

For more information please visit: <http://www.colorado.gov/dpa/news/SummerSymposium.pdf>

### BREAST CANCER PEER SUPPORT GROUP FOR COLORADO STATE EMPLOYEES

A monthly meeting for patients & survivors to connect and share their needs, concerns, and experiences

**New time and location!**

**DAY:** 3<sup>rd</sup> Tuesday of each month  
**TIME:** 5:45 – 7:00 p.m.  
**PLACE:** Colorado State Office Building  
 12157 West Cedar Drive, Lakewood  
 Follow the signs to the training room.  
 A light meal will be provided.

For more information, contact support group facilitator:  
 Randi C. Wood, Breast Cancer Survivor  
 303-866-4314 or [randi.wood@state.co.us](mailto:randi.wood@state.co.us)

The mission of Breast Cancer Network of Strength is to ensure, through information,  
 empowerment and peer support, that no one faces breast cancer alone

[www.networkofstrength.org](http://www.networkofstrength.org)



## STATEWIDE EMPLOYEE STATISTICS FOR JUNE, 2009

	Classified	Non Classified	Totals
Filled Permanent Positions	24,064	5,072	29,136
Filled Temporary Positions	1,282	208	1,490
New Hires - Permanent Positions	152	17	169
Deaths	6	0	6
Terminations	21	3	24
Retirements	50	4	54
Resignations	80	22	102
Layoffs	0	0	0
Total Separations	157	29	186

*These numbers include both full and part-time employees of the Executive, Judicial and Legislative Branches. Higher Education has not been included as comprehensive, statewide data is not available to DPA.*

## C-SEAP SERVICES PROVIDED STATEWIDE IN JUNE, 2009

Number of Clients	453
Total Client Contacts	608
Number of Workplace Consultations to Individual Supervisors/Managers	96
Number of Group-Based Organizational Development Services (Training, Mediation, Crisis Response, Problem Solving Facilitation, Work Group Performance Enhancement)	42
Total Work	157
Number of Employees Participating/ Attending Organizational Development Service	431

### PERA INFORMATION

While state employees are members of the Public Employees Retirement Association (PERA) program, it is not a state entity and we cannot answer questions on their behalf.

The PERA web site may be accessed at [www.copera.org](http://www.copera.org). You may also phone them at 303-832-9550 or 1-800-759-7372