

# StateLine



## Warm Wishes for a Happy Holiday Season and a Healthy New Year

By **BILL RITTER, JR.**

As the holiday season gets fully underway, I want to wish all state employees the very best for a healthy and happy new year. These are difficult times and I'm grateful to have hard-working, dedicated and intelligent partners like you who are helping to lead us forward.

Together, we're creating a state government that is more efficient than ever. Your innovative ideas are helping us to cut costs, streamline operations and reduce waste and fraud. Together, we're adapting to a new economic reality and ensuring we deliver the best possible services to the nearly five million citizens and half-million small businesses of Colorado.

Together, we also are sharing the burden and pain necessary to keep the state's budget balanced. Over the past year, we've closed shortfalls of nearly \$2 billion, and the FY10-11 budget I recently submitted to the Joint Budget Committee calls for closing a \$1 billion budget hole.

I deeply appreciate the sacrifices you are making, from unpaid furlough days, to salary freezes, to the FY10-11 proposal for a one-year, 2½ percent adjustment to take-home pay.

Despite our many challenges, as 2009 draws to a close I remain optimistic about the new year. Our economy is showing signs of recovery. Our unemployment rate has declined three months in a row and is three full points below the national average. Our economic development strategies are helping to create jobs, assist small businesses and grow key industries of the future like the New Energy Economy, aerospace, bioscience and technology.

Together, we're leading Colorado forward, and together we will emerge from this downturn quicker than other states and stronger than we were before.

Once again, thank you for all you do, and warm wishes to you and your families this holiday season.

Sincerely,

Bill Ritter, Jr.  
Governor

### PROFESSIONAL DEVELOPMENT CENTER (PDC) Featured Upcoming Training Opportunities

Microsoft Excel 2007 Level II (12/14/09): This one-day class teaches students to calculate with the programs's advanced capabilities. (Computer stations provided)

Microsoft Excel 2007 Level III (12/16/09): Upon completion of this this one-day class students will be able to understand and utilize the analytical features of Excel. (Computer stations provided)

Smart Choices: A Guide to Making Better Decisions (1/07/10): This one-day Smart Choices workshop will immediately improve your decision-making abilities with personnel and process issues.

Coaching Counseling & Mentoring Skills For Leaders (1/12/10): In this one-day workshop, learn to give effective feedback as well as listen and ask the right questions. (Supervisory Certificate class)

Spanish Level I (1/12/10): Two 2-hour sessions per week for eight weeks; Learn entry level Spanish skills for effective communication with the public and colleagues.

Spanish Level II (1/12/10): Two 2-hour sessions per seek for eight weeks; Learn how to master conversation skills by using vocabulary and sentence structure gain through this class and Level I.

The Respectful Workplace (1/14/10): In this half-day workshop, learn what constitutes a respectful workplace and practical skills for attaining a respectful workplace. (Supervisory Certificate class)

Congratulations to the following employees for earning their supervisory certificates!

Joseph A. Montoya	CDLE
Mike L. Davis	CC of Aurora
Ken E. Nakao	CDOT
Elexis Keener	CDOT
Jeffrey Andersen	CCCS
Diana Herrerio	DPHE
Jeannine Kreller	CC of Red Rocks
Maria Hendrickson	UCD

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/dpa/dhr/pdc>



## TAKE A MOMENT TO BE THANKFUL

BY RICH GONZALES  
EXECUTIVE DIRECTOR, DPA

Hello My Fellow State Employees,

We are in the midst of the holiday season, planning our shopping excursions and trying to find a way to make it to all of the holiday parties, but I would ask you to take a moment and reflect on all for which we have to be thankful. 2009 has been a difficult one for our nation and our state and any recovery will be slow in coming. But while I was playing with my grandchild over the Thanksgiving weekend, I was taken aback by the abundance in life that children so easily see and yet as we get older and "wiser" we miss. I spent time with a person who was thrilled to play on the same swing set everyday and was overwhelmingly thankful for our secret trip to *Dunkin' Donuts*. I know that childhood is a simpler time in life without the worries of meeting monthly mortgage payments, facing the intricacies of office politics or health concerns and I would be naive to believe I or any of us would be able to maintain a thankful attitude day in day out in our work-a-day lives. However, I do believe we all have many things for which to be thankful, and should try to stop at least once a day and consider the abundance in our lives.

As state employees we are fortunate that:

- + the majority of us will keep their jobs throughout our countries economic crisis;
- + we have quality health care and retirement benefits available to us;
- + we work for an administration that sincerely cares about the welfare of the state workforce and is doing all it can to protect us while facing devastating financial shortfalls;
- + we work within one of the most caring groups of people I have ever had the pleasure to work with; employees dig deep when a fellow employee is in need by donating leave, money and time wherever needed;
- + and in our jobs, as public servants, we are able to directly impact the lives of our fellow state citizens and make our state a better, safer place to work and live.

As Colorado citizens we and our fellow citizens are fortunate that quality people are working for the state every day to maintain Colorado's high standard of living and we all enjoy their efforts daily, a few examples include:



- + when we drive down a well plowed road;
- + because we know our child's flu shot *and the individual giving it* have been reviewed by qualified individuals to ensure the recipients safety;

- + when we get on an elevator without a second thought that it has been maintained and that those maintenance records are reviewed by state regulators;
- + when we drink a clean glass of water from the tap;
- + when we purchase groceries or gasoline we know that these and other products must meet a minimum standard and that standard is maintained by state employees;
- + that we share our roads with semi-trucks that meet necessary safety standards and that compliance with those standards are checked regularly as such vehicles progress across our state;
- + Human Services is there to help those in need over the bumps in life's road;
- + knowing we can expect emergency help on our highways;
- + enjoying all the beauty and adventure in our state parks;
- + that we have a fair and impartial judicial system;
- + that as workers our rights will be protected;
- + and a good basic education is available to all.

These are just a few things that build the framework of our lives and for the most part we are unaware of them, but they make a tremendous difference in the quality of our lives. We are part of a *minority* of the world's population that has the luxury of taking so much for granted. While I am not discounting that we have all had a hard year and will be facing more difficulties in the next year, we do have a great deal to be thankful for and we must give these thoughts of thankfulness a bit of room in our hearts and thoughts during this busy holiday season. I for one will make an effort to reflect on all that I have every time I pass a child's swing set or a *Dunkin' Donuts*.

It is with heartfelt gratitude that I wish you all a happy and safe holiday season and thank you for all the dedication and service you provide our state through out the year. You matter and you make life better for everyone who lives, works, plays and visits Colorado.

Regards,

Rich

### 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); [dpacomments@state.co.us](mailto:dpacomments@state.co.us); or [julie.postlethwait@state.co.us](mailto:julie.postlethwait@state.co.us)

## LOOKING FOR A WAY TO HELP COWORKERS?

This has been a tough year for state employees and the immediate future does not paint a brighter picture. As a number of classified state employees face their 4<sup>th</sup> furlough day, the Colorado Combined Campaign (CCC) and Working Together present an opportunity to help our coworkers.

Now more than ever **Working Together** ([www.state.co.us/dhr/wt/](http://www.state.co.us/dhr/wt/)) needs your support. Working Together is a non-profit foundation created exclusively for state employees, and funded solely by state employees. The foundation provides emergency financial assistance for basic living necessities. It's all about *State Employees Helping State Employees*, in the broadest sense. Any permanent state employee, classified or non-classified, in any branch of government can apply.

Working Together is run by a volunteer board of current and former state employees. It has no staff or physical office. This allows very low administrative costs, between four to seven percent, which is well below acceptable levels set by the non-profit field. Unfortunately, Working Together cannot meet the need financial assistance, and that need is growing.

It's hard enough to make ends meet without an increase in salary to cover increased living expenses, then add on mandatory furloughs. To top it off, imagine adding a crisis like an expected diagnosis of cancer with all of its added costs, even after insurance. Your colleagues are so grateful for any assistance from you through Working Together. You'll never hear the heartfelt thanks or listen to a recipient cry in relief but you are the unsung heroes to coworkers in need!

### New Way to Donate to Working Together

Direct payroll deduction to Working Together is available. Employees paid through Central Payroll Services can complete a payroll deduction authorization form and give it to their payroll office. Employees paid through some higher education payroll systems also have this new opportunity and should contact their payroll office to authorize a deduction.

Other methods to make tax-deductible donations continue: Colorado Combined Campaign (#1300), electronic fund transfer for Credit Union of Colorado members, and direct donation by check.



## THE COLORADO INDEPENDENT ETHICS COMMISSION

The Colorado Independent Ethics Commission ("IEC" or "Commission") was created in 2006 by the passage of Amendment 41 (now Article XXIX of the Colorado Constitution). The IEC consists of five members who are appointed for four year terms: one is appointed by the Speaker of the House, one by the President of the Senate, one by the Governor, one by the Chief Justice of the Supreme Court, and one by the other Commissioners. The current Commissioners are: Matt Smith, chair, Roy Wood, vice-chair, Dan Grossman, Sally Hopper and Larry Lasha. Two of the Commissioners are Republicans, two are Democrats, and one is an Independent.

The Commission has jurisdiction over all state executive branch elected officials and employees, all state legislative branch officials and employees, and many local government officials and employees, as well as independent contractors. The IEC does not have jurisdiction over home rule cities and counties, such as Denver or Colorado Springs which have their own ethics codes.

The IEC hears complaints and issues advisory opinions on issues relating to violations of Article XXIX and "other standards of conduct and reporting requirements." Most of the issues which have come before the Commission to date have concerned interpretations of the "gift ban" which is contained in Article XXIX section 3. The gift ban precludes any covered person from accepting a gift valued at more than \$50 in any calendar year, unless the gift falls under a listed exception such as a campaign contribution, a gift from a friend or relative on a special occasion, a gift of nominal value such as a pen, plaque, mug etc.

The Commission has issued 20 opinions since October, 2008. All of these opinions are available on the IEC's web site, [www.colorado.gov/ethicscommission](http://www.colorado.gov/ethicscommission). In addition, your agency can schedule training by Jane Feldman, the Executive Director of the Commission, by calling 303.866.5727, or emailing her at [jane.feldman@state.co.us](mailto:jane.feldman@state.co.us).



Hello,

Saving money and energy is a top priority for state government and my administration. I'm asking for your support in this and to join me in an event to save energy on **Friday, Dec. 11 for "Lights Out Lunch."**

Xcel Energy, in partnership with the Governor's Energy Office (GEO) and communities across the state, is holding a unique, statewide movement that I hope you will join. Lights Out Lunch is a simple concept – turn off the lights from noon to 1 p.m. on Dec. 11 to emphasize the importance of energy efficiency.

Anyone can participate – whether you're at home, dining out or at your workplace. Wherever you are, whatever you're doing, take a small step toward conserving energy by shutting off the lights for one hour.

Xcel Energy, GEO, the City and County of Denver, and the Colorado Restaurant Association are reaching out to business and residential customers throughout Colorado.

We want to remind people that small, easy actions, like turning off unnecessary lights and using compact fluorescent light (CFL) bulbs make a difference in energy usage and saving money.

Restaurants are signing up through the Colorado Restaurant Association not only to turn off their lights on **Dec. 11** but also to provide exclusive offers/discounts to Lights Out Lunch participants who have downloaded coupons from [www.lightsoutlunch.com/](http://www.lightsoutlunch.com/)

Among other promotions, businesses and their employees that sign up to participate at [LightsOutLunch.com](http://LightsOutLunch.com) will be entered into a random drawing to win a lunch with up to 25 people with the Denver Nuggets' Chauncey Billups or Colorado Avalanche's Paul Stastny. Twelve residential customers also will win lunch with Billups or Stastny.

Sincerely,

Bill Ritter, Jr.  
Governor

## C-SEAP NEEDS YOUR HELP!

The Credit Union of Colorado is sponsoring a **Contribution Drive through December 31<sup>st</sup>** to benefit the Colorado State Employee Assistance Program (C-SEAP) Emergency Assistance Fund. Monetary donations and grocery store gift card donations to C-SEAP aid state employees in crisis situations by providing them with short-term financial assistance and food. When an illness, the death of a family member, public service shut-offs, eviction, domestic violence, or other emergency situations happen, employees can fall on hard times. The support of C-SEAP helps these employees get back on their feet.

**Here's what you can do to help support state employees in need:**

- 1. Purchase a gift card at any grocery retailer in Colorado** and mail it or drop it off at C-SEAP. Cards can be mailed directly to C-SEAP at 633 17<sup>th</sup> Street, Suite 1120, Denver, CO 80202 (Attn: C-SEAP Donation). Grocery store gift cards will be distributed to state employees in need of food assistance throughout Colorado. (Please be sure to note the denomination loaded on the gift card.)
- 2. Drop off monetary donations** at any Credit Union of Colorado location or call the Credit Union directly at 303-832-4816 or 1-800-444-4816 to transfer a donation from your Credit Union of Colorado account.
- 3. Mail in monetary donations** to Credit Union of Colorado, 1390 Logan Street, Denver, CO 80203 (Attn: C-SEAP Donation). Please make checks payable to C-SEAP.
- 4. Transfer money from your Credit Union of Colorado Account** directly to the C-SEAP Emergency Assistance Fund through Online Banking. Within Online Banking select the *Transfer* option and then select *Transfer to another member's account* to make your donation (C-SEAP's account is 774300, account type 08).

Consider giving to those in need. Your contributions will make a difference for many state employees and their families. Thank you!

### THIS HOLIDAY SEASON BE AWARE AND MAKE SMART CHOICES

The Colorado State Patrol and 50 law enforcement agencies across the state are conducting holiday party Impaired Driving Enforcement through January 4<sup>th</sup>. The Colorado Department of Transportation (CDOT) kicked off the crackdown with the debut of an iPhone application that estimates Blood Alcohol Content levels. The "R-U-Buzzed" app can be downloaded for free at Apple's App Store for those with iPhones or touch screen iPods. CDOT is also encouraging holiday partygoers to plan ahead if they will be drinking alcohol by visiting a special Web site, [www.PlanAheadColorado.com](http://www.PlanAheadColorado.com). It gives people tools and information to help them enjoy the holidays responsibly, including a list of bars and restaurants partnering with CDOT to distribute free cab vouchers.



Other options on the Web site include a list of hotels offering a discounted "Plan Ahead" rate, overnight parking options where people can leave their vehicles without getting ticketed or towed, and public transportation information including free bus and light rail rides on New Year's Eve.

# STATE EMPLOYEE FINDS SUPPORT IN CARING FOR ELDERLY PARENT

By DOUG PLATT

DIRECTOR OF GOVERNMENT AND PUBLIC RELATIONS, DPA

Like many state employees in the “baby boom” generation, Office Manager Larry Ryan, who works in the Contracts and Procurement group at the Department of Personnel & Administration, and his wife Judy found themselves trying to make the difficult decisions associated with caring for Judy’s aging father.

Faced with the choice of Judy staying at home to provide her father with full-time care, or placing her father in an institutional setting, Larry and Judy chose the path that would allow him to spend the waning years of his life with his family. But the emotional, physical and financial challenges of providing full-time in home care were daunting.

After caring for her father for seven years supported by the Veterans Administration (VA) services available at the Denver facility, Larry and Judy were identified by officials with the VA as ideal candidates to help launch a fledgling federal program in Colorado that supports families that are faced with just such choices.

According to Larry, “Judy’s professional history working as a caregiver and a visiting nurse uniquely prepared her for being one of the first in Colorado to be part of the VA’s Medical Foster Home program.” While the program is relatively new in Colorado it has been in existence in one form or another for about ten years elsewhere in the country.

As a veteran Judy’s father qualified for the support benefits offered by the program. In exchange for providing full time in-home care for her father, Larry and Judy now receive regular visits at their home from VA supported therapists, daycare providers and administrators who provide the level of support necessary for the patient to live comfortably, and who regularly evaluate the patient’s needs and the ability of the home to support their father. According to Larry, “The VA sent great folks to our home to determine our needs, and then they provided for them.”

For example, Larry’s home was retrofitted with a wheel chair lift and other structural necessities to make the home handicap accessible for his father-in-law. Almost daily visits from various caregivers help with therapy, laundry and other daily essentials such as bathing and housework.

Amazingly Larry and Judy’s commitment to their father, and this program, doesn’t stop there. The VA also allows for placement of veterans into the foster home environment, and provides support for those individuals. So, as result of their dedication to the program, a second veteran who qualified for the Medical Foster Home program now lives with Larry and Judy.

“This is a great concept,” says Larry. Judy has already committed to stay home with her father, and this program allows us to extend our ability to offer this compassionate alternative to another person as well.” The VA provides additional support to Larry and Judy in exchange for their commitment to provide this extra in-home care for another deserving veteran.

Larry admits, “It might sound like a lot of work on the surface.” “But the level of support we receive from the VA on a daily basis – in terms of people who regularly come to the house to assist, and the financial commitment - is terrific. It really makes this a win – win for the patient and the caregiver.”

It doesn’t hurt that the VA is also extending its budget by allowing for patients to thrive in a home setting rather than resorting to caring for these patients in a nursing facility. According to Larry the cost of supporting patients in the home environment is significantly less than caring for the same patient in an institution.

When he speaks with other state employees about this program Larry says he is warmed by the overwhelmingly positive feedback he receives. “The level of compassion of state employees is tremendous,” he says. “Almost all of us have faced or recognize we will face similar choices in life, and this program gives many of us the chance to live our lives in this caring way.”

If you would like more information on the VA’s Medical Foster Home program you can contact the program’s coordinator, Ms. Judy Chandler, at [judy.chandler@va.gov](mailto:judy.chandler@va.gov)



Top row: Judy and Larry Ryan, Bottom Row: Roy Fenn (L) – Judy’s father, and veteran Steve Jackson





## DORA WELCOMES EXECUTIVE DIRECTOR BARBARA J. KELLEY



Governor Ritter appointed Barbara J. Kelley executive director of the Department of Regulatory Agencies effective December 1, 2009. Kelley replaces the vacancy created when Governor Ritter appointed Rico Munn to lead the Colorado Department of Higher Education.

“Barbara is a strong leader whose dynamic set of skills, knowledge and experience will be of great value to the people and businesses served by the Colorado Department of Regulatory Agencies,” Gov. Ritter said.

Kelley was a partner with the law firm Kamlet Reichert. She has been practicing law for more than 30 years and most recently specialized in corporate and financing transactions, commercial banking, commercial real estate, as well as general commercial and business matters.

DORA’s agencies include Banking, Financial Services, Securities, Real Estate, Insurance, Registrations, Public Utilities Commission, Consumer Counsel, and Civil Rights. The common thread or mission of the department linking all agencies is consumer protection.

“There are four basic principles of success to strive for in the public sector; efficiency, effectiveness, fairness and transparency,” said Kelley at her first staff meeting at DORA. “I welcome the challenge to ensure that DORA continues to deliver on these principles.”

Barbara Kelley is a member of the American, Colorado, Denver and Sam Cary bar associations, and was honored as one of Law Week Colorado’s “2009 Top Women Lawyers.” Prior to joining Kamlet Reichert, she practiced law with Morrison & Foerster, Sherman & Howard, and Tate, Kelley & Tate; Blue Cross and Blue Shield of Colorado; and the Federal Action Agency. She has worked on a number of community projects in Colorado, including the Lowry and Stapleton redevelopment projects, as well as projects in Rwanda and Hong Kong. Honored in 2008 as a Girl Scout “Colorado Woman of Distinction,” she is a former chair of the Denver Planning Board.

### YOUR SPOUSE’S JOB & YOUR STATE BENEFITS

Does your spouse have benefits at his or her job? If so, you are fortunate to have another set of options when considering benefits, including health and dental insurance. But you also have to coordinate that coverage with what you are offered through the State, paying attention to two sets of information, dates, rules, along with two open enrollment periods.

The State has a plan year that runs from July to June, which means your State open enrollment is in the spring. However your spouse’s employer is likely to have a benefits plan year of January to December. That means your spouse’s open enrollment is probably during October or November, and any changes made will be effective January 1, 2010.

How do you coordinate this with your state benefit options, when the State’s open enrollment is still six months away?

Know that any change as a result of your spouse’s open enrollment must be entered into the State’s online Benefits Administration System (BAS), and documentation of the open enrollment change provided to your HR office, **within 31 days of the event**. In this particular case, the event day is **December 31, 2009**, the date that one coverage, yours or your spouse’s, is being dropped, and the 31-day window closes on January 30, 2010. Miss that 31-day window and you’ll have to wait until the next open enrollment period.



How to enter such a change? Within the BAS, select the appropriate reason for a change – either “spouse gains benefits” or “spouse loses benefits” – and then enter an event date of **12/31/2009**. From there, make the appropriate changes to your state employee benefits.

**A VERY important bit of information** – While your window to enter such a change closes on January 30, 2010 (31 days from December 31), understand that *if you enter the change in January, your changes for state benefits will not be effective until February 1*. Why? Because, in accordance with federal regulations, such changes must be prospective (meaning they must take effect in the future). As the State handles benefits on a monthly basis, the change is effective the following month *after* the event date **AND** the date the change is entered into the BAS.

Since your spouse’s open enrollment is likely over by the end of November, don’t wait until late December or January to enter your changes in the BAS. You can enter such changes up to 90 days in advance of the event date.

Know that the 31-day window is not unique to your spouse’s open enrollment, but applies to changes throughout the year to your spouse’s job status and eligibility for benefits at their job. The 31-day window also applies to other events such as **birth, marriage or divorce**. Any change to the State’s benefits must be completed **within 31 days** of the event and Day One is the date of the event itself. If you miss this 31-day window, you’ll have to wait until the next open enrollment period to make your change.

## STERLING CORRECTIONAL FACILITY RISES TO THE CHALLENGE

Since 1999, the Sterling Correctional Facility (SCF) and Bonfils Blood Center have teamed up to save lives in the Colorado community. Ranking 10<sup>th</sup> in Colorado for largest annual blood drive growth out of Bonfils' 1,088 mobile blood drive community partners, SCF has collected more than 4,200 units of blood and enhanced the lives of nearly 12,800 patients.

In 2007, SCF took a grassroots approach to increasing their blood drive efforts by creating the *Captain's Challenge*. The concept for the challenge was the result of the SCF's dedication to make a profound impact for patients in need, in addition to creating a friendly competitive rivalry among employees. Two captains were assigned to each of the 10 blood drives. Collectively, their hard work resulted in 1,046 blood donations which saved and enhanced more than 3,100 lives. Through these efforts, SCF has recruited about 85 blood donors committed to donating at each drive.

Awards were presented to the captains who went above and beyond to support Bonfils Blood Center's mission and vision of saving lives:

- Captain Richard Mischaira and Captain Michelle Nycz were named "champions" as their team donated a collective 123 units of blood.
- Captain Gary Little and Captain Bill Palacios secured the "reserve champions" spot with 117 units of blood.

Special thanks to the following SCF members for their exemplary commitment to supporting Bonfils' success:

- Captains Orrin Fryer and Morris Smith for adding 52 potential marrow donors to the *Be The Match Registry* through Bonfils' Colorado Marrow Donor Program, in addition to recruiting 89 blood donors.
- Major Mary Cox Bergman for her decade-long dedication as the lead blood-drive liaison and facilitator.
- Mel Harms and Rod McClaren for helping to recruit nearly 85 blood donors for every drive. McClaren was also recently nominated for the Department of Corrections Community Service Award.
- Officer Michael Scott for being the 4,000<sup>th</sup> blood donor at SCF this summer.
- Employee council members for their outstanding work providing meals to every donor.

As the steward of Colorado's community blood supply, Bonfils will continue to foster relationships with those who contribute to our achievements because our successes are your successes. We thank you for your ongoing commitment to our life-saving mission.

For more information about Bonfils, call 970.978.0110 or visit [www.bonfils.org](http://www.bonfils.org).

## OIT EMPLOYEE JON GOTTSEGEN ELECTED NEXT NSGIC PRESIDENT

During its recent annual conference, the National States Geographic Information Council (NSGIC), Jon Gottsegen from the Governor's Office of Information Technology (OIT) was elected President for the term 2010-2011 year. "Jon has been a Geographic Information System (GIS) leader in Colorado and is committed to enhancing government services with geospatial technologies," said State CIO Michael Locatis. "He will bring a wide range of skills and experiences to his new role with NSGIC, and we are thrilled that he has been elected to lead this important organization."

NSGIC is an organization committed to efficient and effective government through the prudent adoption of geospatial information technologies. Members include senior state GIS managers and coordinators, as well as representatives from federal and local government, the private sector, academia and other professional organizations. A rich and diverse group, the NSGIC membership includes nationally and internationally recognized experts in geospatial information technologies, data creation and management

as well as information technology policy.

Gottsegen has approximately 25 years of experience in the geospatial industry, starting with his Master's Degree in Regional Planning at the University of Pennsylvania. His experience includes a wide range of work in a variety of domains from environmental planning and transportation planning and analysis to emergency management and demographic research. He has worked in the private sector, state government, and academia and since 2004 Jon has been Colorado's State GIS Coordinator.



*Jon Gottsegen Colorado's GIS Coordinator and newly elected NSGIC 2010-2011 president.*

GIS and the geospatial industry are rapidly evolving and provide visual, integrative, and cost-effective tools to analyze and identify solutions to many issues addressed by governments. Information on the State of Colorado's GIS efforts can be found at [www.colorado.gov/oit](http://www.colorado.gov/oit). Further information about NSGIC is available [www.nsgic.org/index.cfm](http://www.nsgic.org/index.cfm)







## PRESSURE POINTS

Supporting Work-Life Balance in Employee's lives during times of economic uncertainty is difficult. The imbalance of supply and demand in the employee sector can result in significant personal and organizational stress. Competition for limited job positions, fear of positions being removed from the organizational structure, and threat of layoff all have the potential to increase an employee's anxiety in the work setting. Being asked to "do more with less" can create burden at all organizational levels. Managers may feel challenged to meet production with fewer resources. Supervisors may find themselves conflicted with meeting the demands of their superiors, while being confronted with the reality of hardship from their employees. Employees themselves may sense the lack of job security, feel pressured to produce more in fewer hours, and struggle with prioritizing the multiple demands of both work and home.

Fortunately, supervisors can play a major role in creating and maintaining a healthy work environment during these stressful periods. While much of an employee's stress is beyond the supervisor's realm of control, other contributors to stress are not. Employee health is worthy of a supervisor's attention due to the substantial impact that physical, psychological and social health can have on the employee's attitude at work, motivation for production, overall performance, interoffice relationships and work attendance. According to researcher J.L. Wang, the single most influential contributor to overall health in an employee is that person's ability to manage a suitable work-life balance (2006). Failure to establish and maintain this balance increases an employee's risk for mental health issues such as depression and anxiety, both of which significantly impact job performance (Wang, J.L., 2006). These employees also have higher reports of negative emotions, claim lower levels of energy and optimism, and experience an increase in fatigue and sleep disturbances (Hammig, O. 2009). Additionally, those who are unable to integrate work and life are more apt to abuse drugs and/or alcohol to cope (Roos, E. 2006).

Supporting employees in establishing a work-life balance is an important element of the employee-supervisor relationship. Employees who feel that their boss cares about their daily life outside of the office report greater satisfaction in their jobs than their unsupported counterparts and are more motivated to perform to their supervisor's expectation. Opposing the traditional theory that work and personal life are competing priorities, effective managers collaborate with their employees to achieve work and personal objectives to everyone's benefit (Friedman, S.D., 1998). Employees often feel empowered when they are encouraged to identify and make clear to the supervisor their personal priorities outside of work. Likewise, supervisors can respect employee time and efforts by openly prioritizing work objectives and eliminating unnecessary, tedious busy-work. Supervisors who value work-life balance can model this skill by "not only acknowl-

edging but also celebrating their roles outside the office" (Friedman, S.D.). Though not always possible, flexible work hours to accommodate family or other social functions can go a long way toward staff retention. Friedman also encourages supervisors to consider being open to maintaining a continuous experiment to find ways to get the work done, enhancing organizational performance, and allowing employees to pursue personal goals. Educating supervisees on available employment-based supports, such as C-SEAP for the employee and their family, is also positive and appreciated supervisory practice.

Being a supervisor can be a difficult job; often they are the first to arrive and the last to depart. Despite the work demand, supervisors are in an ideal position to model healthy work-life integration by: following designated work hours themselves; maintaining healthy boundaries with coworkers, superiors and employees; and prioritizing participation in activities and family outside of the work arena. "Do as I say, and as I do" is a valuable message to send to staff. Supervisors who laugh often, encourage staff to freely share ideas, provide clear expectations for their employees, maintain an orderly and comfortable work environment, work simply, and reward strong social connections with the community are making a clear statement about their dedication to creating and maintaining a healthy department (Prewitt, R., 2009).

### DPA/C-SEAP Summer Symposia Posted on BlipTV Through December!

If holiday stress, job security concerns, cold and flu outbreaks, financial worries, the upcoming tax season, and furloughs are getting you down, the following supportive and informative presentations are available to you anytime through December 31<sup>st</sup>. Just click on [www.dpasymposium.blip.tv/](http://www.dpasymposium.blip.tv/), and select the session or topic that interests you.

- **The Importance of You: The Difference You Make**
- **Rest, Renewal, and Personal Energy Management: Strategies for Self Care in Hectic Times**
- **Effective Conversations**
- **Making Yourself Marketable/Growing Your Talents**
- **Personal Money Management**
- **Fun at Work**
- **The Colleague in Crisis: Compassionate Responses and Essential Boundaries**
- **Efficiencies in State Government**

Please take a moment to connect to our on-line survey at: [www.surveymonkey.com/s.aspx?sm=cf18\\_2bZPT4epfGH0Y\\_2xmI2w\\_3d\\_3d](http://www.surveymonkey.com/s.aspx?sm=cf18_2bZPT4epfGH0Y_2xmI2w_3d_3d) after watching a video. The 14-question survey only takes about a minute to complete. If you have any suggestions for future topics/events, you are welcome to contact us via email at [DPAComments@state.co.us](mailto:DPAComments@state.co.us) or [randi.wood@state.co.us](mailto:randi.wood@state.co.us).





## STATEWIDE EMPLOYEE STATISTICS FOR OCTOBER & NOVEMBER 2009

	Classified		Non Classified		Totals	
	Oct.	Nov.	Oct.	Nov.	Oct.	Nov.
Filled Permanent Positions	24,082	24,027	5,286	5,274	29,368	29,301
Filled Temporary Positions	833	560	220	223	1,053	783
New Hires - Permanent Positions	101	130	29	25	130	155
Deaths	5	4	1	0	6	4
Terminations	20	9	3	3	23	12
Retirements	25	46	7	6	32	52
Resignations	62	59	19	19	81	78
Layoffs	2	0	0	0	2	0
Total Separations	114	118	30	28	144	146

*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 NOVEMBER, 2009

Number of Clients	356
Total Client Contacts	548
Number of Workplace Consultations to Individual Supervisors/Managers	87
Total Workplace Consultation Contacts	158
Number of Group-Based Organizational Development Services (Training, Mediation, Crisis Response, Problem Solving Facilitation, Work Group Performance Enhancement)	30
Number of Employees Participating in Organizational Development Services	727
Total Number of Clients, Workplace Consultations and Organizational Development Participants	1,170

### WORK-LIFE EMPLOYEE DISCOUNT PROGRAM

Looking for a way to save money during these challenging economic times? You can take advantage of a variety of product and service discounts available to state employees through the Work-Life Employee Discount Program located at [www.colorado.gov/dpa/discounts](http://www.colorado.gov/dpa/discounts)



### 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 its 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.