



Stateline

Dedicated to Good
Government Across the State
September/October 2007

Published by the Department of Personnel & Administration •
www.colorado.gov/dpa/stateline • Email: Stateline@state.co.us



MESSAGE FROM THE GOVERNOR

As we move from autumn toward the holiday season, I wanted to update you on several important issues facing state employees.

First, as you know, there was a tragic shooting inside the Capitol in July. Immediately after this incident, we made sure Capitol Complex employees were provided as much support as necessary to help them through this difficult time. The next day, I met with employees in two large groups to listen to their concerns and assure them we would undertake an immediate review of Capitol security measures.

In cooperation with legislative leadership, I directed the Colorado Department of Public Safety to conduct an all-

hazards vulnerability audit of the Capitol. The audit was performed by the Department's Office of Preparedness and Security Rubicon Critical Infrastructure Protection Team.

The audit included interviews and surveys with dozens of employees. The end result was a sense that we can and should do a better job securing the Capitol and protecting employees and visitors. We submitted several options to the Joint Budget Committee, and on Oct. 9 the Committee agreed to fund several measures that will enhance security by the start of the 2008 legislative session.

These measures include two magnetometers and X-ray machines at the north first floor and south basement entrances of the Capitol. There will be an express line for those without handbags, a separate entrance for large, pre-arranged tour groups, and an employee entrance and access cards for staff and lawmakers.

Additionally, we hope to establish a Capitol Safety Advisory Committee and implement a safety training and

Please see GOVERNOR, p. 3



GOOD GOVERNMENT STARTS HERE

BY RICH GONZALES
EXECUTIVE DIRECTOR, DPA

As our weather begins a transformation from the hot days of summer to the crisp cool months of autumn we should be reminded that the Colorado Combined Campaign (CCC) is about to begin. It is a time when our thoughts must turn to those who may not enjoy the onset of the cool, crisp and sometimes downright cold evenings as much as we do. This is why I am asking all of us to give of ourselves financially and by volunteering to make this year a little more enjoyable for those who are in need. My affinity for this comes from not only being the City of Denver Fire Chief but because of my experiences having worked for the Mile-Hi United Way (2001-2006). Charitable work is close to my heart because I have seen first hand what a difference one small effort can make in the lives of those that need a helping hand.

The State of Colorado Combined Campaign is celebrating twenty years of facilitating the distribution of state employee charitable contributions, and we are looking forward to twenty more years of providing that same service. The CCC is as painless way to express your concerns and wishes to donate to charitable organizations that endeavor to make life a little less stressful. With more than 700 registered organizations it's hard to imagine anyone being unable find an organization that fits their interests and passions. In fact, CCC has registered organizations that address anything from animal care, to early childhood development, to environmental concerns, to healthcare among others.

Please see GOOD GOVERNMENT, p. 3

CDOT MAINTENANCE WORK GIVES NEW MEANING TO "MAKING AN HONEST LIVING"

NANCY SHANKS
CDOT PUBLIC RELATIONS



Pictured from left to right: left to right: Marc Travis, Larry Carver, and John Bohman.

One morning, around 4 A.M., John Bohman, a Department of Transportation worker who patrols Glenwood Canyon pulled over to clean up some trash, when he found a hundred dollar bill—he thought it was fake, but he kept cleaning up trash and finding more money. All in all, Bohman found \$405, a credit card and an ID. He was alone on his I-70 patrol and certainly could have pocketed the money. "It wasn't mine," he said. "I didn't ever consider doing anything other than returning it."

He turned it all into his supervisor, Greg Sullivan, who sent day crew members Marc Travis and Larry Carver out to the same spot near the No Name tunnels, where they found an additional \$500 and a wallet. Sullivan, was able to track down the North Carolina Marine who had lost the money and other items. When Sullivan explained a CDOT worker found his money; the very relieved man at the other end of the line said, "Oh my God, I love Colorado."

Although this specific incident has received a great amount of media attention, among CDOT's workforce it is not an isolated incident. Dennis Van Patter, who has edited CDOT's *INSIDER* employee newsletter since 1995, has reported dozens of instances in which CDOT employees have recovered purses, wallets, personal papers, and personal possessions - all of which gave been returned intact.

CDOT's field employees, who are on the roadways every day of the year, are truly the traveler's best friend - they change tires, provide courtesy gasoline, return lost pets, fix vehicles that have broken down and stalled, and even save lives - many times without any media publicity and always with the mindset that they are "just doing their jobs."

COLORADO STATE TROOPERS RECEIVE HONOR

BY LANCE CLEM
PIO, DEPARTMENT OF PUBLIC SAFETY

In a ceremony this past August, a private organization called Colorado Appreciates State Troopers recognized four members of the Colorado State Patrol during the organization's annual 2007 awards ceremony held at the Governor's Mansion.

Three troopers were cited for heroism during the rescue of two occupants of a car that ran off of Colorado Highway 6 in Jefferson County on a frigid morning in January 2007. The two occupants were trapped upside down inside their car that had careened into ice-covered Clear Creek.

Trooper Rob Riley, a member of CSP since 1989; Trooper Deb Bristol, who joined CSP in 1998; and Trooper Steven Shuback, who also joined CSP in 1998; were credited with saving the lives of Irwin and Melita Trussel, according to a

physician who witnessed the rescue efforts. Troopers Riley, Bristol and Shuback were able to free the Trussels from their car, despite jammed doors, frigid water and difficult weather conditions.

Trooper Brian Koch was cited for his heroism in dealing with a reckless and armed driver who was speeding in the two senses of the word - driving 60 miles per hour in a 30 miles per hour zone while likely being under the influence of methamphetamine, in Garfield County, in October 2006.



*Trooper
Brian Koch*

The driver shot Trooper Koch and then attempted to run over him after seriously wounding the trooper in his left arm. Assisted by two motorists who appeared on the scene shortly after the shooting, Trooper Koch was able to stop the rapid loss of blood from his arm as the driver sped off. Airlifted to St. Mary's Hospital in Grand Junction, with the further assistance of local EMTs and a sheriff's deputy, Trooper Koch sustained permanent injury to his arm.

Trooper Koch joined CSP in 2001 and remains a member of the Colorado State Patrol.



*Trooper
Deborah Bristol*



*Trooper
Steven Shuback*



*Trooper
Robert Riley*

GOVERNOR, from p. 1

awareness program for staff, employees and elected officials.

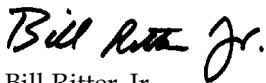
This has been a challenging experience for everyone, but I am proud of our employees, and I believe these safety steps are important and necessary.

Secondly, on Oct. 15, I announced a series of Efficiency in Government reforms that will benefit the State by about \$145 million over the next five years. Many of the nearly three dozen recommendations came directly from state employees.

In fact, as part of the Government Efficiency and Management (GEM) Performance Review, we asked employees for their opinions and ideas. A remarkable 12,000 survey responses were submitted by employees. That's nearly one-third of the workforce (not including higher-ed employees).

The GEM Review is only mid-way through the process, and I expect we will see a number of additional employee-generated efficiency ideas over the next six months. We will be sharing more details about those ideas and the survey results in future editions of Stateline. For now, you have my gratitude for your partnership and participation in this process, which I believe will lead to a better workplace for you and better customer service for taxpayers.

I greatly appreciate your commitment to public service.



Bill Ritter, Jr.

GOOD GOVERNMENT, from p. 1

An important benefit of contributing through the CCC is that your donation has a greater impact when combined with contributions from other state employees. It takes money to run any type of organization and charitable organizations are no different than the rest, administrative costs must be covered. By donating through the CCC administrative costs are applied once to one large amount, made up of each employee's individual donation. Equally as important, CCC's administrative costs are 9.8% of the total donation, if you were to donate directly to any of the CCC registered organizations you would pay from 12 to 15 percent in administration costs. Simply put, by donating through the CCC more of your dollars will go directly to actual charity work.

There are a variety of ways to donate: you can choose to make a payroll deduction, rather than a one-time check or credit card donation, and the deduction can be stopped at any time should you find your personal financial needs change. Keep in mind that your contributions are tax-

PAINT-A-THON GETS HELPING HAND FROM THE DEPARTMENT OF LOCAL AFFAIRS

DOLA employees came out in full force for Brothers Redevelopment, Inc.'s (BRI) annual Paint-a-Thon held on August 17 and 18.



Volunteers from the department included Executive Director Susan Kirkpatrick and employees from the divisions of Housing, Local Government, and Property Taxation.

DOLA employees pose for an "after" photo with Horace and Mildred Hicks of Denver.

BRI is a nonprofit housing organization that sponsors the annual event to paint the homes of metro area seniors. Teams provide painting equipment for the effort—including brushes, ladders, etc., and BRI provides the paint.

Susan Kirkpatrick, executive director of DOLA said, "DOLA employees take a great deal of pride in giving back to our communities. This Paint-a-Thon provided a valuable service to seniors who otherwise would not be able to afford improvements to their homes. We are so pleased we could contribute to this effort."

A big "Thank you" to the employees, family members and friends of DOLA who participated.

deductible, as every organization registered with the CCC is a recognized 501(C) (3) organization.

State employees have a history of great generosity in regard to charitable needs, and I encourage each of you to do what you can to support this year's campaign and continue to honor state employee's proud tradition of helping others in need.

Finally, a point of information: *No personal information* such as home phone numbers, physical or email addresses have been provided to *anyone* by the Department of Personnel & Administration. We have received a number of information requests from various organizations, requesting state employee's work address, phone numbers and email information. This information is public information, and has been provided upon official open records requests, as required by law.

GOVERNOR AND STATE EMPLOYEES RECEIVE RECOGNITION FOR GREENING GOVERNMENT EFFORTS



CONSTRUCTORS AND DESIGNERS ALLIANCE (CDA) PRESENTS GOVERNOR RITTER WITH AWARD

resources, and the creation of sustainability standards for the maintenance and construction of state facilities.



Pictured from left to right are: Eric Stern, Residential Program Manager, GEO; Cheri Gerou, AIA (2007 chairperson); Tom Plant, Director, GEO; Tim Van Stelle (2007 CDA chairperson-elect); and Jeff Lyng, Commercial & Public Buildings Program Manager, GEO.

The Constructors and Designers Alliance (CDA) awarded Governor Ritter for the many achievements toward a more energy efficient and sustainable State of Colorado. The CDA is made up of 22 member organizations that work cooperatively to promote a positive image of the construction and

design industries to the public, and to work with public officials at all levels to develop and support sound laws, regulations and practices affecting the construction and design industries.

“CDA is impressed by the governor’s attention to sustainability and what it means for the future of Colorado,” said Tim Van Stelle, 2007-08 chairperson-elect of CDA. “We appreciate the governor’s recognition that buildings play a significant role in energy consumption and, therefore, have an opportunity to play a major role in energy savings.”

Tom Plant, Director of the Governor’s Energy Office (GEO), accepted the award on behalf of the Governor. “Colorado’s success in providing greener, more efficient buildings that reduce energy costs and consumption is gaining recognition on a national scale,” said Plant. “This award is a shared success between state government, Governor Ritter and the Construction and Designers Alliance, which is responsible for moving the building and efficiency market to a higher level, and helping the state to be a better steward of our resources, while providing excellent jobs and workplaces.”

In less than one year, the Ritter administration has made tremendous gains on behalf of energy efficiency through the adoption of statewide energy codes, the efforts of the GEO in high-performance buildings and renewable energy

STATE EMPLOYEES RECEIVE AWARDS FOR GREENING GOVERNMENT

Several state employees were recognized for their work to promote the “Greening Government” initiative. Last spring, the Governor issued Executive Orders, which set vigorous goals for state government to be more efficient in its usage of energy and resources. In order to recognize the efforts of several proactive employees, the first Greening Government Awards were awarded on October 3, in conjunction with the Department of Public Health and Environment’s Awards Ceremony.

Governor Ritter provided the opening keynote and remarked that he “strongly believes that the state’s Greening Government efforts can and will serve as a model for other businesses and organizations to follow.”



The awards recipients are:

Joe Reen, Equipment Mechanic II, Department of Agriculture

Lance Shepherd, Manager, Design and Construction Services, Office of State Architect

Heidi Phillips, Physical Scientist Researcher, Department of Agriculture

The Department of Local Affairs Board of Assessment Appeals Team

Congratulations to all of the award recipients, and thank you for your hard work.

GRAFFITI REMOVAL PROJECT A SUCCESS

By Kathy Church

PRI Grant Coordinator/Researcher

Department of Corrections

You don't often use the words offender and beautify in the same sentence, well this is one of those rare occasions. On a warm Saturday morning in August, 34 ex-offenders and volunteers gathered together to participate in giving back to the community by beautifying the Rude and Sanchez Park area in downtown Denver, near 13 Ave. and Federal Blvd.



In the photo from Left to right are: Tina Yankee, Kathy Church, Steven Saiz, Charles Brewer, Mitchell Rice, Steve Ray, Tim Munos (Blue tee shirt) and Joe Martinez (Black tee shirt).

The project, "The Graffiti Removal Project" or "Renewal Time" is the brainchild of James Thomas, co-founder of The Road Called STRATE, one of the many organizations in the Denver area who work collectively to assist offenders to successfully re-enter society. Volunteers from these collaborative agencies participated in this worthy cause with former offenders gathering under the motto: "It's renewal time for DMPRI."

DMPRI (Denver Metro Prisoner Re-entry Initiative) is the umbrella organization which enables these separate agencies to collaborate in an effort to be more effective as a group rather than individually. This initiative is a part of a White House Faith-based Prisoner Re-entry Initiative funded through the Department of Labor. The Empowerment Program is the lead agency with sub-

awardees: Turnabout, Inc., Denver Works, JobStart at MCCR and CDOC Community and Parole, Community Re-entry at the John Inmann Work and Family Center in Denver.

Television and newspaper reporter crews arrived intermittently throughout the morning observing and filming the progress of the many participants as they scraped paint, picked up trash, and painted over graffiti.

Interviews with several of the ex-offenders took place as well as with the Director of The Empowerment Program, Steven Saiz. Channel 7 News and Channel 2 News both aired segments on the evening news.

As one of DOC's recently released offenders, Angelique noted, "As an ex-offender, it's hard to get credit for anything good."

Studies have proven that individuals who participate in projects giving back to the community, transforms not only the project, but the sense of accomplishment and purpose that is created helps transform their lives. This was certainly evidenced by the wide smiles, eager attitudes, and friendly conversation which permeated throughout the morning.

The goal is to expand this effort next year, thereby creating an annual event, bringing much needed positive attention to proactive re-entry efforts of the community and of DOC. If any of you would like to participate or have input, please contact the John Inmann Work and Family Center at 303-825-1115.

Training Opportunities from the Professional Development Center

Performance Problems and Progressive Discipline:

November 6: Diagnosing and Understanding Problems in the workplace.

Leveraging Cultural Differences: November 7: skills and practice in developing and implementing effective multi-cultural skills.

Leading in Extraordinary Times: November 8: In this one day workshop, you will build facilitation and delegation skills, evaluate your personal leadership style and learn how build great teams.

Coaching, Counseling and Mentoring Skills for Leaders:

December 10: Effective coaching, mentoring and counseling skills are essential for current and emerging leaders. In this full day workshop, you will learn how and when to apply each of these concepts.

Thriving in the Multi-Generational Workplace:

December 18: Ever wondered what planet those Boomers, Xer's or Millenials came from? Register now and find out!

For more information and registration, please visit the Professional Development Center web page at www.colorado.gov/dpa/dhr/train/

YOU ASKED ... WE ANSWERED!

The Department of Personnel & Administration (DPA) is proposing a new pooled leave rule that combines state employees' accrued leave – annual and sick – into a single *Personal Leave* bank. This has given rise to some questions and concerns from the state workforce; this article is intended to address the most commonly expressed questions and concerns.

Personal Leave – Why Now?

The Division of Human Resources has been evaluating leave trends in the market over the past 10 years and has received ongoing requests from employees for more modern leave practices. The State's current leave package is a piecemeal collection of separate policies that have been implemented throughout the years without an integrated review or plan.

What are employees gaining with Personal Leave?

Employees are gaining: flexibility to use leave for whatever reason they choose; an *additional* half-day of leave per year; and if an employee leaves the system, he or she will get 100% payout of all Personal Leave at termination, regardless of their eligibility to retire.

How will the proposed Personal Leave rule affect a department's leave policies and procedures?

The impact is minimal. Appointing authorities will continue to have the authority to set requirements regarding leave scheduling and approval, processes for requesting leave, and how much advance notice is required. However, this type of leave forces employees and appointing authorities do more vigilant planning of leave. In addition, this type of system encourages more judicious use of leave on the part of the employee.

What will the proposed Personal Leave rule look like?

If this rule is adopted, beginning on July 1, 2008, employees will earn a *single* monthly accrual of personal leave hours, the rate of which will depend on each employee's years of service. Under the current proposal, employees will not lose any accrued leave; *all* sick leave hours accrued prior to the July 1, switch will be placed in a Reserve Bank that the employee can access for any health or FMLA-related reason. However, once used the hours in this bank will not replenish. Finally, the maximum accrual for Personal Leave is the current annual leave maximum, plus 56 hours.

How will Short Term Disability (STD) Leave be affected, and how will it work with the Reserve?

Note that STD *Leave* and the STD *benefit* are two distinctly different subjects. STD leave is unpaid leave and job protection, just like FMLA job protection. Now that FMLA is in place, there is no longer a need to have two redundant

job protection leaves, with the same eligibility requirements, that run concurrently. Therefore, the STD leave will be eliminated, but the 60% salary replacement STD benefit will not change.

Family Medical Leave (FML) will still provide job protection, as it does today. Be aware that the American with Disabilities Act (ADA) may impact protection as well. If you have more questions regarding FML and leave, please send us an email and we can respond to any questions you may have, send you email to DPAComments@state.co.us.

I am concerned that I might get sick in the future, and not have a sick leave bank. Shouldn't I have the ability to accrue leave in case of illness?

The State is trying to balance the ability to keep costs down while giving employees more flexibility with their leave. Currently, you cannot/should not use sick leave unless you are sick. Under the proposed rule you are gaining an additional four (4) hours of leave per year, and the flexibility to use your leave whatever reason you wish. Additionally, any sick leave hours accrued prior to July 1, 2008, will provide a Reserve Bank specific to this purpose.

The caps on the amount of leave that can be carried forward are not the total combined sick and annual leave caps that one could earn today. That would be a huge liability that the State cannot afford, nor justify. The lower combined maximum that can be carried forward is the trade-off for an employee flexibility to use ALL leave earned for whatever reason you wish. Short Term Disability insurance is the modern day sick leave that is already paid for by the State. STD is a 60% salary replacement benefit paid, by the State, in the event that an employee faces a short-term illness. State employees are also eligible for PERA STD *and* optional Long Term Disability. These benefits (flexibility, the additional 4 hours of leave each year and a higher leave maximum), are the replacement of "traditional" sick leave.

After careful consideration and evaluation of current market trends and multiple employee and management focus groups, DPA is confident the investment in a new Personal Leave rule will empower employees to take ownership of their personal leave; reduce the amount of effort that currently goes into managing leave; and make state employment more attractive to new recruits.

For the latest information on personal leave or a schedule of upcoming town hall meetings around the State, please visit colorado.gov/dpa/dhr/comp/personalleave.htm.

JULY, AUGUST & SEPTEMBER 2007

STATEWIDE EMPLOYEE STATISTICS			
	July	August	September
Promotions	138	155	148
New Hires	953	2114	1150
Job Reclassification	2	7	2
Military	0	1	1
Demotions	13	17	14
Transfers	163	111	26
Resignations	323	508	244
Deaths	8	7	3
Terminations	44	156	33
Retirements	60	71	107
Contract/Temporary Appointment Concluded	338	353	719
Employees Laid Off	1	2	2
C-SEAP SERVICES PROVIDED STATEWIDE			
Employee Clients	187	257	169
Non-Employee Clients	12	22	6
Total	199	279	175
Number of Workplace Consultations	68	48	32
Number of Auxiliary Services Provided	16	19	14
Number of Employees Participating/ Attending Auxiliary Service	133	277	167
OMBUDS SERVICES PROVIDED STATEWIDE			
Employee Contacts	70	77	110
Active Files Initiated	10	35	38
Departments/Institutions Using Services	12	13	19
Presentations	15	6	8

ANNOUNCEMENTS

STATELINE HAS GONE PAPERLESS!

The Greening Government movement has forced us to take a hard look at our practices, and one of the first things to draw our attention were the many unused hard copies of Stateline found laying around state offices. We have cut the number of copies printed several times through out the years and have finally come to the point that DPA will no longer print hard copies of the paper. We will continue to publish and provide the newsletter electronically via the statewide email list. We will also provide a PDF designed to meet the printing needs of any agency that would like to print hard copies for their employees.

We apologize for any inconvenience this may cause, but feel the value of cutting down our use of paper is the responsible thing to do.

WHO SAID... "PROGRESS IS A NICE WORD, BUT CHANGE IS ITS MOTIVATOR AND CHANGE HAS ITS ENEMIES."

THE NUMBER OF STATE EMPLOYEES THAT RECOGNIZED MARK TWAIN GAVE US THE PEARL: "EDUCATION CONSISTS MAINLY OF WHAT WE HAVE UNLEARNED" ARE TOO NUMEROUS TO NAME HERE. CONGRATULATIONS TO YOU ALL.

Stateside



"THEN WHEN IT'S YOUR BIRTHDAY, NO ONE EVEN THINKS THAT YOU MIGHT LIKE TO HAVE A CLOWN?"

ANNUAL C-SEAP FOOD DRIVE

The Credit Union of Colorado will hold its annual Food Drive to benefit the Colorado State Employee Assistance Program (C-SEAP) Emergency Assistance Fund and Food Bank. **From November 1st Through December 19th**, non-perishable food or monetary contributions may be donated at any of the thirteen Credit Union of Colorado office locations. In addition, there will be food collection points at various state worksites beginning November 1st.

The most needed items include those that can make a nutritious meal such as: macaroni and cheese, cereal, pasta, tuna fish, soup (with meat and vegetables), canned fruit/vegetables, peanut butter, powdered milk and baby food.

Donations aid state employees in crisis situations by providing them with short-term financial assistance and food. Monetary donations are also welcome to help C-SEAP provide assistance across the state of Colorado. Here are three easy ways to donate to C-SEAP:

Drop off food or 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.

Transfer your monetary donation electronically to the C-SEAP Emergency Assistance Fund through Online Banking at Credit Union of Colorado. Within Online Banking select the *Transfer to Other* option to make your donation (C-SEAP' account is 774300 account type 08).

Mail in your monetary donation to Credit Union of Colorado, 1390 Logan Street, Denver, CO 80203 (Attn: C-SEAP Donation). Please make checks payable to C-SEAP).

Credit Union of Colorado also has the support of the Colorado State Managers Association (CSMA) to benefit C-SEAP. "The Colorado State Managers Association (CSMA) is pleased to join the Credit Union of Colorado in its annual Food Drive for C-SEAP. The food donated during this drive will provide assistance to state employees in times of need. We hope our partnership will help spread the word that state employees can also make monetary donations to C-SEAP to help replenish the Emergency Assistance Fund." - CSMA Board

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