



A Newsletter For West Virginia State Government Employees

September/October 2001

Volume 12 Number 8

## ★ Gov. Wise Speaks on Protecting Our Home ★

Reprinted from the Governor's Weekly Column, dated October 12, 2001.

I had the solemn experience on October 10 of visiting the site of the World Trade Center with Governor Pataki of New York and several other governors. Walking the ground where so many Americans died at the hands of terrorists, and so many brave firefighters and police gave their lives to save others, renewed my appreciation for the West Virginians who place themselves in harm's way in our defense.

Right now, across the world and within our State, men and women are at work protecting our home, the State of West Virginia.

A number of National Guard members have been mobilized to take part in homeland security, including security at our State's airports and in military action directed

by the President. Their families at home deserve our support, and I have instructed all State agencies to make sure that every available benefit is provided to any Guard family that is in need.

Our State and local police, firefighters, and other agencies have been at a heightened state of alert since September 11. We have asked many public employees to work extra hours, cancel vacations and days off, and assume extra duties in defense of our public buildings, highways, utilities, and industries.

Each of these people, recognizing the challenges faced by our nation at this critical time, has done what

has been asked. In the weeks and months to come, there will be new challenges, and we will respond to any threat swiftly and firmly.

There is a renewed spirit of patriotism and duty everywhere in our State. It crosses all the lines that our adversaries may think would divide us – race, religious faith, age, geography, and politics.

West Virginians are united. We are safe. We are determined. We continue with our jobs, our family lives, our educational activities, and our community and civic life under the watchful protection provided by the people who serve our State and nation.



### PSRW HELD SEPT. 24-28

Public Service Recognition Week (PSRW) for West Virginia State Government took place the week of September 24-28, 2001. It was a great week – full of honor, ceremony, and fun – even a little bad weather early on couldn't spoil the celebration!

Watch soon for our publication, *PSRW Happenings*. In it, you'll find highlights of the week, including agency celebrations, the Governor's Awards Ceremony, employee comments, and Bake-Off winners.

### *Condolence Books for September 11 Tragedy*



*Ruby Wilson of the Bureau of Employment Programs signs the September 11 Condolence Books. "I think these books are a very nice thing to do," she said.*

The Public Service Recognition Committee has 2 Condolence Books available for signing. One book will be sent to New York; the other to the Pentagon.

The books are located in the Division of Personnel, Building 6, Room 416 at the Capitol and will be available for signing until approximately mid-December. **Anyone not located at the Capitol can send or email their thoughts for inclusion to:**

Jane Fouty  
WV Division of Personnel  
1900 Kanawha Blvd., E.  
Charleston, WV 25305-0139  
jfouty@gwmail.state.wv.us

Please include your name, city, and state at the end of your submission. Submissions will be cut and pasted into the book, so please make handwritten submissions approximately 3½" wide.

If you have questions, please email Jane or call her at 558-3950, ext. 206.

## Carol Nolte Honored for Exceptional Meritorious Service

The West Virginia Fireman's Association was formed in 1929 and represents approximately 300 of the 400-plus fire departments in West Virginia. Over the years has recognized meritorious service in the field of fire protection.

At its 73<sup>rd</sup> Convention held this past August in Weston, the Association recognized Assistant Fire Marshal and Public Education Officer Carol Nolte "for exceptional and meritorious conduct in the performance of outstanding service to the West Virginia State Fireman's Association and the Firefighters of West Virginia."

According to State Fire Marshal Sterling Lewis, the award is not given every year. The criteria for receiving the Certificate of Merit includes going above and beyond the requirements of one's "job" in the fire service.

"To go 'above and beyond' in the fire service can be quite a tall order when you consider the requirements of the 'normal' job," Lewis said. "Through programs such as *Risk Watch*, Ms. Nolte carries the message to our children and makes their lives safer."

Lewis added, "Ms. Nolte has worked diligently with the Association's Fire Prevention Committee, the West Virginia Department of Education, numerous schools, the National Fire Protection Association and any other group that would be responsive to the message of fire safety."

Nolte said she was surprised when presented with the award from the Association. "I was totally shocked when I received this award," she said. "To receive such an honor from your peers is just wonderful."



*Asst. Fire Marshal/Public Education Officer Carol Nolte (center) was honored for her diligent work with several programs that promote fire safety. She is pictured above with J. D. Waggoner, Library Commission Director and a volunteer fireman (left) and Sterling Lewis, the State Fire Marshal (right).*

"I've worked with the Association's Fire Prevention Committee for the past couple of years on the *Risk Watch* program. They've been a pleasure to work with, and continue to be," she said. "We can't do it without our fire departments and we'll do whatever we can to help them."

## Women's Commission Receives Prestigious Award; Solicits Nominations for 2002 Celebrate Women Awards

*Contributed by Joyce Stover of the West Virginia Women's Commission*

### NATIONAL ACHIEVEMENT AWARD RECEIVED:

The WV Women's Commission was awarded the coveted National Achievement Award for 2001 at the National Convention of Commissions for Women in Washington, D.C. The award was for a satellite teleconference written by Executive Director Joyce Stover and sponsored

by the commission. Stover and a panel of young scientists, including State Department of Highways archeologist Chandra Inglis, participated in the teleconference to encourage girls to consider careers in the fields of math, science, engineering, and computer technology.

Middle and high school students across the State tuned in and called panelists with questions about women working in what are traditionally considered "men's work."

This was the first time the West Virginia Women's Commission has won the prestigious award.

### NOMINATIONS NEEDED:

It's time to nominate that special woman for the Women's Commission 2002 Celebrate Women Awards. Twelve women will be recognized at a celebration luncheon for their contributions to West Virginia in arts, business, volunteer service, government, labor,

sports, education, professions, mountaineer spirit, math/science, public service, and unsung hero categories. Nomination forms are available at the Women's Commission Office and on our website: [www.wvdhhr.org/women](http://www.wvdhhr.org/women). Deadline for submissions is December 3, 2001.

### QUESTIONS? CALL OR E-MAIL:

**Joyce Stover, Exec. Dir., WV Women's Commission (558-0070 or [joycestover@wvdhhr.org](mailto:joycestover@wvdhhr.org))**

## 10 Rules On How To Fly The Flag

# Do You Display Old Glory Properly?



*Illuminate "Old Glory" at night.*

**This article is being reprinted from the May/June 1999 issue of *Stateline*.**

The living symbol of this nation, the United States flag, has flown proudly for more than 200 years. It has changed 7 times to incorporate the addition of various states, but the principles for which it stands remain constant. In a land of diversity, whose people come from around the globe, speaking different languages, and worshipping in different faiths, the single, unifying object representing our nation remains our proud standard, "Old Glory."



1. The flag is never allowed to touch the ground or floor.
2. The flag is always hoisted briskly and lowered ceremoniously.
3. When hung over a sidewalk on a rope extending from a building to a pole, the union stars are always away from the building.
4. When vertically hung over the center of the street, the flag always has the union stars to the north in an east/west street, and to the east in a north/south street.
5. The flag of the United States of America should be at the center and at the highest point of the group when a number of flags of states or localities or pennants of societies are grouped and displayed from staffs.
6. The flag should never be festooned, drawn back, nor up in folds, but always allowed to fall free.
7. The flag should be displayed at half-staff until noon on Memorial Day and then raised to the top of the staff.
8. Never fly the flag upside down except as a signal of distress in instances of extreme danger to life or property.
9. The flag is never flown in inclement weather except if using an all-weather flag.
10. The flag can be flown everyday from sunrise to sunset and at night if illuminated.

## Dealing With Mail Scares Requires Sense/Information

Recent news regarding anthrax infections and deaths has caused many people to become fearful and panicky. ***While there is need for concern and caution, it is important that we don't panic, and the key to that is gaining knowledge.*** Information taken (and edited) from a *Marine Corps News* online article ([www.usmc.mil/marinelink/mcn2000.nsf/main5/8D2B995C9CDB038C85256AE9007F6796?opendocument](http://www.usmc.mil/marinelink/mcn2000.nsf/main5/8D2B995C9CDB038C85256AE9007F6796?opendocument)) provided the following:

"The first step in protecting oneself against exposure to anthrax or bombs through the mail is to know how to recognize a suspicious piece of mail," said United States Marine Corps Chief Warrant Officer 2 Mark Waverek, Station Postal Officer. According to Waverek, suspicious mail can have some of the following traits:

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>☒ Unexpected or from someone unfamiliar to you.</li> <li>☒ Addressed to someone no longer with your organization or otherwise outdated.</li> <li>☒ Badly-typed or written addresses with misspelled words, wrong titles with names, and titles with no names.</li> <li>☒ A powder-like substance on its exterior and/or interior; a strange odor, oily stains or other discoloration, or crystallization on the packaging.</li> </ul> | <ul style="list-style-type: none"> <li>☒ Excessive postage, no return address, or an address or return address that can't be verified as legitimate.</li> <li>☒ Marked with restrictive endorsements such as "PERSONAL" or "CONFIDENTIAL."</li> <li>☒ Has protruding wires; unusual weight (especially for package size), lopsidedness, or oddly-shaped.</li> <li>☒ Shows a city or state in the postmark that does not match the return address.</li> </ul> |
|--|--|

### WHAT TO DO IF YOU FIND A SUSPICIOUS PACKAGE OR ENVELOPE:

According to Jay Smithers, Deputy Director of the West Virginia Division of Protective Services, you should do the following if you find a suspicious package or envelope at work:

- ☒ If you're at the Capitol Complex, ***immediately*** call the Division of Protective Services at 558-9911 or 558-5715. These lines are staffed 24 hours a day, 7 days a week. Those away from the Capitol should call their local 911 or emergency number.

## ABCA Continues Sting Operations to Curb Underage Drinking

Information contributed by Kim Aaron of the ABCA.

The West Virginia Alcohol Beverage Control Administration (ABCA) continues its effort to curb underage drinking in West Virginia by conducting sting operations around the State to determine compliance with underage alcohol sales regulations. In a sting operation conducted last month in Summers and Marion Counties, 4 out of 22 businesses visited sold to the underage operatives.

"I am very pleased with the results of the enforcement actions," said ABCA Commissioner Thomas A. Keeley. "The ABCA takes very seriously the problem of underage drinking."

"Likewise," Keeley explained, "it is important to recognize those businesses that perform admirably and take their duty to comply with the law seriously."

The ABCA intends to continue regulatory operations throughout the State to ensure compliance with the law. Violators may expect to pay administrative fines and may have their licenses suspended or revoked.



### Public Broadcasting Appoints Radio Programming Director

James Muhammad is the new Director of Radio Programming for West Virginia Public Broadcasting (WVPB). He has a Communications Degree and comes to WVPB from WCBU-FM in Peoria, IL, where he was the program director, and is a former operations manager for Alabama Public Radio. Photo courtesy of WVPB.

### MAIL - Continued from Page 3.

- ☒ Once notification has been made, do not touch or move the item again. Ensure that all persons who touched the item wash their hands with soap and very warm water. They should then remain in the area until they've been checked by local authorities (i.e. law enforcement, medical, and/or fire department personnel).
- ☒ Begin making notes about the item (date and time found and/or received, description, who handled it, who was in the area, method of delivery, precautions taken, and other pertinent facts).

What can you do at home? "The final line of defense then rests with the recipient," said Waverek. "Don't just open your mail without looking at it. Check for the warning indicators first."

In the unlikely event a suspicious piece of mail is received, residents should call their local 911 or other emergency telephone number to report the problem and then follow the steps outlined above until help arrives.

Information from a variety of reputable sources reassures us that the threat of anthrax exposure is low. Cathy McClung of the State's Information Services and Communications Division oversees the State's Mail Room and staff. "Obviously, we've instituted different procedures and safety precautions, but it still requires each of us to be alert and informed."

If you want to read specific information about anthrax, visit the West Virginia Bureau for Public Health's website at [www.wvdhhr.org/bph/oehp/sdc/bioterrorism.htm](http://www.wvdhhr.org/bph/oehp/sdc/bioterrorism.htm).

## Pencil In ...



Workers at the Capitol Complex are asked to respect the **residential parking** situation in areas around the complex and refrain from parking in those areas if at all possible. Residents in the surrounding area are finding an increasingly difficult time finding parking spaces during the day.

The end of the year is fast approaching. Will you find yourself with excess annual leave you'll be unable to use? You may want to consider making a donation to someone through the **State's Leave Donation Program**. Contact your agency payroll coordinator for details.

November 13, 2001 will be **America Recycles Day** in West Virginia. Visit exhibits at the Capitol from 10 A.M. to 2 P.M., and also register for prizes. Call 558-3370 for more.

RESIDENTIAL PARKING

LEAVE DONATION

AMERICA RECYCLES