

Underwood Outlines Plans and Proposals in 1998 State of State Address

In his State of the State address on January 14, 1998, Gov. Cecil Underwood's proposed a \$2.59 billion budget for Fiscal Year 1998-1999. In addition to the budget, Gov. Underwood outlined several plans for economic development, proposed initiatives concerning services for children, and infrastructure improvements. Highlights of his proposals for West Virginia include provisions to:

- ▶ Give State employees and teachers a \$750 pay raise each year for 3 years at a cost of \$31.6 million a year plus \$7.1 million a year in benefits.
- ▶ Eliminate 500 Division of Highways positions over 2 years through attrition. At an average State employee salary of \$22,000, that would save \$11 million.
- ▶ Include \$1.8 million for 25 new State troopers.
- ▶ Commit \$50 million to school construction through the School Building Authority.
- ▶ Spend \$10 million on school computers.
- ▶ Spend \$500,000 for welfare-to-work initiatives.
- ▶ Ask legislators to approve the sale of \$220 million in bonds for road construction.
- ▶ Dedicate \$8 million more in debt service to permit the sale of \$91 million in bonds for water, sewer and other infrastructure projects.
- ▶ Allocate \$8 million in severance tax revenues to finance payment on the loan payments for infrastructure bonds.
- ▶ Allocate \$20 million for a Public Employees Insurance Agency deficit.
- ▶ Include a \$6 million reduction in operating expenses in the workers' compensation program. The savings will be applied to either the deficit or recipient benefits.
- ▶ Spend \$5 million for repairing local senior citizens centers.
- ▶ Spend \$1 million for the Governor's Guaranteed Workforce Program, which trains workers for new industries that locate in the Mountain State.
- ▶ Allocate \$300,000 on a new trade office in Europe.



*File photo:
Governor Cecil H. Underwood*

MARK YOUR CALENDAR!

The 1998 Information Technology Users Conference and Expo is scheduled for September 2-3 at the Charleston Civic Center.

This year's conference features an expanded list of workshops and vendor participants. Watch for additional information in future issues of *Stateline*.

1997 WAS A RECORD YEAR FOR:

The West Virginia State Employees Combined Campaign See Article on Page 2

State's Direct Deposit Program See Article on Page 3

Thanks to All for Another Successful WVSECC Year

Contributed by Judy Haas, WVSECC State Coordinator.

The 1997 West Virginia State Employees Combined Campaign (WVSECC), chaired by Governor Cecil H. Underwood, came to a close at the year's end.

This year was unique in support from the State's highest office as no other governor has ever accepted the responsibility of chairing the State's annual charity campaign.

Many State workers put in long hours and extraordinary efforts to make this year's campaign successful. And what a success it was! You, I, our co workers, and friends raised \$370,000 statewide for West Virginia citizens in need. That dollar amount is an increase of about \$70,000 from 1996 totals. What a great job!

In the local campaign area for which the Capitol Complex raises funds, more than \$93,000 was donated – an increase from \$84,000 in 1996. Contributing to the success of this campaign were donation increases of 51% from last year for the Bureau of Commerce and the Department of Education and The Arts, and a nearly 30% increase by the Bureau of Employment Programs.

In addition to soliciting payroll-deduction donations from co-work-

ers, several Campaign Coordinators planned fundraising events such as golf and bowling tournaments, a basketball game, Halloween parties, and various contests. A lot of creativity and many great ideas went into making dollar donations fun and painless to the wallet.

Governor Underwood was delighted with the campaign results. In a wrap-up meeting with Governor Underwood and department-level coordinators, Underwood said, "Thank you all for a job well done, and go back to your agencies and offices



At the Bureau of Employment Programs Workers' Compensation Division fundraiser last October, an Indian Maiden (Loralea Mullins), Minnie Mouse (Lisa McCoy), and an M&M (Darlene Stover) got into the spirit of giving.



and thank the people there who worked so hard with us to make this campaign a success for the benefit of West Virginia's needy."

As State coordinator, I would like to add my thanks, as well. Working with such caring and motivated people made my job a pleasure. We should all look forward to the next campaign and set our sights for even more success.

PECU
Call 558-0566

ATMs (automated teller machines) have become fixtures of personal banking. The Public Employees Credit Union (PECU) now offers ATM cards to members. The cards can be used at the PECU's 2 no-fee machines (at the credit union offices or in Building 7 at the Capitol Complex). In addition, people who carry cards from 'those other institutions' can use the PECU ATM machines without attaching a fee!

ATM BENEFITS:

- ◆ Convenient
- ◆ Transaction Flexibility
- ◆ Transaction Privacy
- ◆ Safer than Carrying Cash
- ◆ No Responsibility for Unauthorized Transactions

ATM SAFETY -- COMMON SENSE:

- ◆ Choose a well-lit ATM, preferably a drive-up. At walk-up ATMs, stand directly in front of the machine.
- ◆ Fill out forms before going to the ATM.
- ◆ Pocket any cash immediately and count it later.
- ◆ Memorize your PIN number right away and never write it close to the card.
- ◆ Cancel your transaction immediately if anything looks suspicious.
- ◆ Be courteous - stand back to allow others privacy for their transactions.

State Job Info Goes Internet!

Check it out! State of West Virginia job postings are now online!

Just go to the State's home page at www.state.wv.us and click on **State Government Job Search**.

You can search for employment by job title, salary, or county (all in alphabetical order), and you can even print an application form. There are instructions on how to continue depending on whether or not you are currently employed by the State. Other information includes who to contact and the deadlines for applying.

The listing is maintained by the Division of Personnel and updated on a weekly basis. All agencies with classified (i.e., civil service) positions, except the Department of Transportation (DOT), have their vacancies included on the listing. The DOT has been contacted to include their vacancies and make this a comprehensive State listing.

If you have questions about the online job posting system, call the Division of Personnel at 558-0667.



If you want to skip the home page and go directly to the job postings, the direct address is www.state.wv.us/scripts/admin/personel/default.cfm.

Direct Deposit Has Record Year

Contributed by Tim Simpson of the State Auditor's Office

Calendar Year 1997 had its ups and downs, and for the State Auditor's Office, it was definitely on the upward trend. We are pleased to announce that the State's Direct Deposit Program had another record-breaking year!

Since October 1995, the number of people utilizing Direct Deposit has grown immensely, from a total of 7,910 active employees to 18,866 as of December 1997. During the month of December, the Auditor's Office processed an average of 48 new applications each day, making a total of 1,010 for the month. That beat the previous high total of 806 recorded exactly one year ago in December 1996.

Direct Deposit has been available to State employees for some time now and its popularity has clearly grown. It is so very convenient, and it's safe to say that employees are happier knowing the bank is turning on the interest the morning of payday rather than them turning on car engines at lunch to deposit their checks. In today's rushed lifestyle, can't you find better things to do on your lunch break than stand in line at a bank or sit in line at the drive-through?

Direct Deposit is the safest way to be paid. Last year, more than 3.8 billion transactions went through the ACH System and not one transaction was lost! This is a 100% success record. Can you say that about your paycheck? Did you know that on the average, 12 people touch your check before you ever see it? With Direct Deposit, no one touches your check, and

See DEPOSIT – Page 4

Welcome to West Virginia!

The New State Map is Now Available!

Gov. Cecil Underwood recently announced that the State Department of Transportation has issued new State highway maps that feature several improvements.

"The Department of Transportation listened very carefully to highway travelers and reviewed maps from other states to come up with a distinctive and practical design," Gov. Underwood said. "I believe our citizens and visitors will be pleased with the result."

Map improvements include the addition of whitewater rafting, skiing and camping facilities, interstate highway interchange numbers, elevations, and easy-to-read driving distances and travel times.

"It's the best map of any state in the United States," said Department of Transportation Secretary Richard Jemiola. "It's a cleaner, more legible design than ever before."

"We surveyed the public to determine its needs and desires," Jemiola said. "We included informational items that people requested. It's a 'Total Quality Management' method of producing a product. We pulled the customer into the process."

The State has ordered 2 million maps; 225,000 copies are already available. The maps can be obtained at information and rest centers that are situated along highways throughout the State and by calling the Division of Highways at 304/558-2868 or the Division of Tourism at 1-800-CALL-WVA (1-800-225-5982).

CONSIDER A WEST VIRGINIA VACATION THIS YEAR!

Eight Ways to Feel Happy at Work

From time to time, we all become less than happy at our jobs. Usually it can be attributed to a bad day, a bad week, a difficult project, or some other type of influence. Here are 8 ways to help get you over the rough times and to simply get more enjoyment from your job:

1. **Decide to feel good.** You are the only person who can control your moods, and you'll like your work better if you simply decide to enjoy it. Try it. It's true.
2. **Have good, friendly relationships with your boss and co-workers.** It decreases tension and makes work more enjoyable.
3. **Think about how the job you do helps other people.** Helping others gives you a good feeling and a sense of self-worth.
4. **Challenge yourself.** Set your own goals and reach for them, say the editors of *Success!* Stretch yourself and your abilities. Grow!
5. **Do more than you are paid to do.** We're not talking about working out of class. We're talking about putting forth a little extra effort. Although this may be hard for some of you to swallow, doing more really makes you feel good about yourself, and before long, your efforts will be noticed by your boss.
6. **Concentrate on what you like about your work.** Make a list of 10 or more things – like pay, benefits, challenge, vacation, etc. Keep it handy and reread it often, especially when you feel dissatisfied.
7. **Value your job.** Remember that it provides for the necessities of life and more. For most of us, whatever we have, we owe to our jobs.
8. **Get involved.** Adopt the "this is my company" attitude. You may not own the company, or own the department, but you do, in a sense, own your job.



Enjoying your work can relieve stress and help you relax. We don't, however, suggest getting too relaxed at work!

When you begin to feel like you work for 'your company,' and you take pride in your work and challenge yourself, you will discover a new sense of dignity, self-respect, and fulfillment in your worklife.

Now, go back to work and enjoy yourself!

DEPOSIT – Continued from Page 3

there is no risk that you will lose it between here and the bank – something that happens more frequently than you think.

The Auditor's Office is continually searching for new and innovative ways to make life easier for State employees and retirees. We certainly feel that Direct Deposit is a clear answer! It's the only safe and reliable way to be paid.

With so many reasons to use Direct Deposit, can you really think of a reason not to participate? Contact your payroll office to sign up, or if you have concerns or questions, call Tim Simpson or Scott Stowers in the Auditor's Office at 558-2251 or 1-800-500-4079.

Pencil In ...



It's planning time for **Public Service Recognition Week.** This year, the event is set for May 4-8. Help is needed to continue the success of our past celebrations. If you'd like to be a part of the planning and preparation, call Carolyn Turner at 558-3350.

The Consolidated Public Retirement Board (CPRB) is now accepting applications from members of the 5 State of West Virginia Defined Benefit Retirement Plans to serve as representatives to the **WV Investment Management Board.** Appointments will run from 07/01/98 to 06/30/99. Anyone interested should call the CPRB at 558-3570 or 1-800-654-4406. Deadline for applying is March 15, 1998.

I'm willing to serve ...



Sign me up!



Don't forget the Division of Personnel's **Retirement Planning Program** for the Clarksburg area in April '98. Call 558-3950 for more.

Stateline is a publication of the West Virginia Department of Administration, Division of Personnel

Cecil H. Underwood
Governor

Joseph F. Markus
Cabinet Secretary

Edison L. Casto
Director of Personnel

Tari McClintock Crouse, Editor
Jane S. Fouty, Assistant Editor
Tamra Young, Writer

State Capitol Complex, Building 6, Room 416
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305-0139
Telephone: 304/558-3950