



Team Chesapeake

Employee Newsletter

January 2017

A SNOWY START TO THE NEW YEAR FOR CITY EMPLOYEES

Mother Nature brought a cold, wet, wintery blast to Chesapeake on Friday evening, January 6, with effects lasting well into the following week. The City saw anywhere from 4 to 8 inches of snow, with a layer of sleet-caused ice underneath for good measure. Then, to add to the “fun”, temperatures dipped down in or near the single digits, with wind chills often below zero for several days.

To say the least, the storm brought many challenges to the operating and public safety department personnel who had to be out working during and after the snowfall. Crews from Public Works, with help from some loaner teams from the Virginia Department of Transportation, spread more than 3,100 tons of salt and sand on local roadways, followed by plowing and scraping to clear the snow and troublesome ice. Technicians at the Central Fleet garage worked throughout the event to keep hard-pressed equipment running. Parks, Recreation & Tourism staff, along with Sheriff’s deputies and inmates, worked to clear parking lots and walkways at City facilities. Public Utilities personnel did their part, battling icy cold to ensure water and sewer services were uninterrupted and equipment weathered the storm.

Chesapeake Police reported about two dozen vehicle accidents during the weekend, fewer than might be expected in a storm. This was a good indication that residents heeded the warnings to stay off the roadways whenever possible. Chesapeake Fire Department crews responded to several structure fires, where



freezing temperatures and thousands of gallons of water made for some chilly work.

The so-called Blizzard of 2017 will be remembered for the combination of precipitation and cold air, but also for the teamwork and dedication shown by employees across the City organization in digging out, ensuring safety, and getting Chesapeake back to normal as quickly as possible. Great job!!!

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CITY MANAGER'S MESSAGE



As this month's edition of Team Chesapeake is quite large, given the volume of news and information for the new year, I will be somewhat brief this month. I did want to take just a moment, though, to wish each of you, and your families, a prosperous 2017.

The turning of the calendar is a great time for us all to look back at our accomplishments from the past year, take stock of those things that worked and those that we might have done a bit better, and then set our course for the next 12 months. It's also a time to renew our commitment to serving our customers, both internally and externally.

As a City organization, we continue to grow, change, and adapt to the needs and wants of our citizens. Chesapeake is not standing still and neither are we. 2017 will bring us new opportunities, new ideas, new challenges, and new successes. It is my hope that, at this time next year, we'll be able to again look back over the then-past year with a sense of pride and accomplishment.

As always, your input is both needed and welcome. Keep the lines of communication open with your supervisors and those whom you supervise. Seek new ideas, suggestions, and ways to improve our processes and services. Don't be afraid to be innovative in your thinking; the only "bad" idea is the one never brought to light. Here's to another great year in Chesapeake!

JAMES E. BAKER

Upcoming Holiday

George Washington's Birthday
Monday, February 20

WE WANT TO HEAR FROM YOU!

If you have story ideas or suggestions for Team Chesapeake, we want to know! We would love to hear ideas for things you would like to see in the employee newsletter. If your department has any information to share that would be beneficial to other City employees, or if you or a co-worker were nominated for an award or acknowledged for something then please submit the information, and we will do our best to highlight them in Team Chesapeake.

This is YOUR newsletter, so we want to fill it with information that benefits YOU!

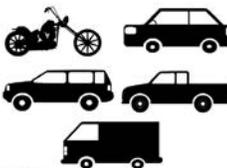
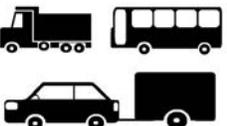
Contact: The Public Communications Department at pubcomm@cityofchesapeake.net.

TOLLING BEGINS SOON ON DOMINION BOULEVARD

Tolling will begin soon for motorists crossing the new Dominion Boulevard Veterans Bridge, using an electronic, open-road tolling system. No cash transactions will be permitted, and there will be no traditional “toll booths.” The tolls will be assessed using electronic and photographic systems mounted above the roadway on the north side of the bridge.

While all City vehicle tolls will be automatically charged back to the individual departments, personal vehicles will be subject to the toll, even if they are being driven on City business. Questions about reimbursement for such tolls can be directed to your supervisor or to the City’s Administrative Regulations covering travel reimbursement.



Toll Class 1	Toll Class 2	Toll Class 3
 <p>1) Motorcycles 2) Passenger Vehicles (defined as a motor vehicle that does not exceed any of the following dimensions: Height 6ft 8in, Width 8.5 ft, Length 25ft</p>	 <p>1) Class 1 Vehicle with Trailer with combined dimensions that do not exceed 14 ft in height, 73.5 ft in length, or 8.5 ft in width. 2) Medium truck, recreational vehicle, or bus defined as a motor vehicle with a height greater than 6ft 8in, a length between 25ft and 35ft, and a width less than 8.5ft</p>	 <p>1) Large or extra large truck (such as a tractor-trailer) defined as a motor vehicle with a height greater than 6ft 8in, and a length greater than 35 ft, or a width greater than 8.5 ft.</p>
<p>E-ZPass Rate \$1.00 Non E-ZPass Rate \$3.00</p>	<p>E-ZPass Rate \$1.50 Non E-ZPass Rate \$3.50</p>	<p>E-ZPass Rate \$2.50 Non E-ZPass Rate \$4.50</p>

Tolls for passenger vehicles will be \$1.00 with an E-ZPass transponder, or \$3.00 if the toll-by-plate system is utilized. Tolls for other classes of vehicles can be determined using the chart to the left.

Motorists can get their E-ZPass online at www.EZPassVA.com, by phone at 1-877-762-7824 or in person at any Chesapeake City Treasurer’s Office, the Chesapeake Expressway Office or at the Norfolk or Portsmouth E-ZPass offices.

Those who already have an E-ZPass are encouraged to make sure their transponder is registered to an account and that it is

properly funded, preferably through auto-replenishment. E-ZPass customers with insufficient funds who use the Dominion Boulevard Veterans Bridge will be charged the Non E-ZPass Toll Rate, as shown above.

A variety of communication methods, including roadside signs, social media postings, newspaper ads, and other tools will be used to advise drivers when tolling begins.

CHESAPEAKE RETIRED CITY EMPLOYEES ASSOCIATION

You’re invited to join their monthly meetings!

Chesapeake Retired City Employees Association Meetings, are held on the 2nd Thursday of each month at the Golden Corral at Battlefield Blvd. and Volvo Parkway.

Meeting: 11:30 a.m.

Dues: \$15 per year

Find out more information about events on their Facebook page:
Facebook.com/ChesapeakeRetiredCityEmployeesAssociation

CITY STAFF SPOTLIGHT

In each issue, Team Chesapeake highlights two of our fellow City employees. If you are interested in being "spotlighted" in our employee newsletter, email us at pubcomm@cityofchesapeake.net.

NAME: Karen Green

DEPARTMENT: Police Department

JOB TITLE: Administrative Assistant



How long have you worked for the City? 20 years

What is one interesting thing about your job? I provide support to the Chief of Police, so every single day is an adventure. I never know what to expect, especially when answering the telephone. Sometimes it's something shocking, unexpected, or even funny, and just when I think I have heard it all, I get another call that tops them all.

Name one thing that has been a highlight or something positive that has happened during your career with the City so far. I have seen the city grow from less than 20,000 to more than 60,000 residential properties. I have had the pleasure of working for a progressive police department that enjoys a positive approval rating from our citizens. We have top notch community relations, support staff,

and technology. Most recently, we received recognition for implementing body-worn cameras well ahead of most police departments nationwide.

What is one unique fun fact about YOU in general that others may not know? I am a practical joker. I've had some good laughs at the expense of a few good friends. And, yes we are still friends.

.....
NAME: Wendy R. Debman

DEPARTMENT: Convention & Visitors Bureau

JOB TITLE: TMP Services Coordinator



How long have you worked for the City? 17 years

What is one interesting thing about your job? Narrowing down to one interesting thing is hard. My job is very diverse. I rarely do the same thing every day and I think that is the most interesting part. I may go to attend a tradeshow, work an event, update our website, or answer questions in our Visitor Center.

Name one thing that has been a highlight or something positive that has happened during your career with the City so far. In my 17 years with the City, I have had many highlights, but the most recent one that I am proud of is opening our first state-Certified Visitor Center. This was a dream of mine since the Tourism office was created and I was proud to be a large part of that happening.

What is one unique fun fact about YOU in general that others may not know? Most people who know me are usually surprised to find out that I am a huge gamer. I own five different gaming consoles and play with them all!

TEAM MEMBERS GIVING BACK

Happy Holidays!



HUMAN SERVICES SPREADS CHEER

Chesapeake Adult Protective Services (APS) and Adult Services (AS) unit participated in its second annual Christmas for Seniors project during December. The staff wanted to ensure seniors are not forgotten during the season of giving. Gifts were collected and distributed to 143 adults at local assisted living facilities to brighten up their day and spread Christmas joy.



This was just one of many examples of how Chesapeake employees work to help the community at the holidays, and year-round.

SHERIFF HELPS FIRE VICTIMS

Sheriff Jim O'Sullivan helped a Chesapeake family get back on their feet after flames forced them out of their home. Smoke damaged the Crouse's home on Waters Road, leaving the family of five homeless just days before Christmas. Hoping to make the holidays a little bit brighter, Sheriff O'Sullivan and the Chesapeake Sheriff's Office presented the Crouse family with a donation.



WASTE MANAGEMENT BRINGS CHRISTMAS TO TEAMMATES

Members of the Public Works, Waste Management Division presented a "Welcome Baby" basket and two complete holiday dinners to team members before the holidays.



Left Photo (L-R)
Kendzell Brown,
Candido Rivero, Jerry
Ivory, Elizabeth Taylor,
and Nanie Shabazz.

Right Photo (L-R)Nanie
Shabazz, Daryl Holder,
and Jerry Ivory



SAFETY CORNER

DRIVING SAFELY, ALL WINTER LONG

As the thermometer drops and the skies turn gray, it's that time of year to discuss winter driving. While driving in winter conditions can be hazardous and scary, some additional preparations can help make a trip safer, or help you deal with an emergency. The following is important safety information to help prevent motor vehicle injuries and vehicle/equipment damage due to winter storms. These tips apply to not only your City vehicles, but your personal vehicles as well, since preparedness doesn't stop when we clock out for the day.

Protect Yourself

Proceed with caution and BUCKLE UP PROTECT YOURSELF

Prevent Crashes

- Drugs and alcohol never mix with driving
- Slow down and increase distances between cars
- Keep your eyes open for pedestrians walking in the road
- Allow plenty of time when driving conditions are hazardous (snow/ice)



Practice Cold Weather Driving

- Steer into a skid
- Know what your brakes will do: stomp on antilock brakes, pump non-antilock brakes
- Stopping distances are longer on water covered roads and ice

If You Get Stopped, Stalled or Stuck

- Stay with your car
- Don't over exert
- Put bright markers on antenna or windows and shine dome light
- If you run your car, clear exhaust pipe and only run it just enough to stay warm.

Maintain Your Car

- Check battery, tire tread, and windshield wipers
- Keep vehicle windows clear
- Ensure washer reservoir has fluid.

Keep Supplies Handy

- Snow brush and ice scraper
- Warning devices (like flares)
- A blanket, warm hat and spare gloves
- A cell phone with charger

Employee Alert Hotline

(757) 382-6550

When inclement weather or other conditions cause changes to City operating schedules, the Hotline has the news you need.

RECENT PUBLIC SERVICE AWARD RECIPIENTS

- | | |
|---|-----------------------------------|
| • Donna P. Sprock – Dev and Permits | • Keith Squires – Central Fleet |
| • Nicole M. Webb – Public Utilities | • Nat Butler – Central Fleet |
| • Mary R. Riley – HS Community Programs | • Norris Jones – Central Fleet |
| • Paula M. DeBerry – Police | • Todd Pike – Central Fleet |
| • Donna L. Wireman – Public Utilities | • Randy Baker – Central Fleet |
| • Christine R. Smith – Public Utilities | • Bertie Dixon – Central Fleet |
| • Michael W. Lambert – Real Estate | • Ernest Deomania – Central Fleet |
| • Susan Kenney-Lambert – Purchasing | • Frank LaBeaud – Central Fleet |
| • Adam Trower - Central Fleet | • Jerry Kenney – Central Fleet |
| • Bud Burke – Central Fleet | • Kelvin Jones – Central Fleet |
| • Jason Camyre – Central Fleet | • Kevin Horvath - Central Fleet |
| • Dean "Allan" Williams – Central Fleet | • Daniel Ball - Central Fleet |

INNOVATION AWARDS



Chief of Police Kelvin Wright presents an Innovation Award to Sharon Sockman, Superintendent, Chesapeake Animal Services



City Manager Jim Baker (L) and Real Estate Assessor Greg Daniels (R) honor Karen Tipton for her innovative idea to benefit the City.



City Manager Jim Baker (L) and Real Estate Assessor Greg Daniels (R) also honored Albert Duncan with an Innovation Award.



Fire Chief Ed Elliott (L) joined City Manager Baker (R) to honor Firefighter/EMT Charles H. Tilghman, II, with an Innovation Award at the fire station.



Members of the eBuild Project Team were presented with Innovation Awards by City Manager Baker and Department Heads Jay Tate, Peter Wallace, and Jaleh Shea.

Honorees included: Samantha Stahler (Fire), Patrick Milinazzo (Public Utilities), William McKay (Planning), Gregory Lee (Dev. & Permits), Patrick Hughes (Dev. & Permits), Anthony Hiebert (Dev. & Permits), Joyce Compton (Dev. & Permits), Michelle Burnette (Information Technology)

EMPLOYEE BENEFIT UPDATES

PROTECT THE ONES YOU LOVE WITH OPTIONAL LIFE INSURANCE

Your VRS Group Life Insurance helps protect your loved ones if you pass away. If you would like even more protection, you may want to consider looking into the Optional Group Life Insurance Program.



Those covered under the VRS Group Life Insurance Program may purchase additional coverage for yourself, your spouse and your dependent children through the Optional Group Life Insurance Program. Optional group life insurance provides benefits for natural and accidental death or dismemberment. You pay the premiums through payroll deduction.

Under optional life, you can cover yourself for up to four (4) times your salary not to exceed \$750,000. You also can cover your spouse for up to half the maximum amount of your coverage, or \$375,000, and cover each dependent child who is at least 15 days old for \$10,000, \$20,000 or \$30,000.

Coverage for your spouse ends when your coverage ends or if you and your spouse divorce. If both you and your spouse are eligible to participate in the Optional Group Life Insurance Program, neither of you can buy additional coverage for the other.

Coverage is guaranteed if you enroll in the program within 31 days from your employment date or a qualifying event, such a marriage or the birth or adoption of a child. Coverage is still available after 31 days, but you must provide proof of good health.



REMEMBER TO USE YOUR FLEXIBLE SPENDING ACCOUNT (FSA) DOLLARS

Medical FSA - Up to \$500 of unused funds at the end of this year will roll over for use in 2017 if you established a calendar year 2017 medical FSA account with a minimum contribution of \$100. Employees should try to spend down any balances above \$500. Not sure what counts as an eligible expense? Refer to WageWorks' website for an alphabetical, all-inclusive listing of eligible expenses: <https://www.wageworks.com/employees/benefits/healthcare-flexible-spending-accounts-fsa/fsa-eligible-expenses.aspx>

If you elected the High Deductible Health Plan (HDHP) with the Health Savings Account (HSA) and had a medical FSA for 2016, any monies not spent by the end of 2016 will be forfeited.

Dependent Care FSA – Remember to submit receipts for services received in 2016 by March 31, 2017 to avoid losing money.



IMPORTANT INFO. ABOUT LONG TERM CARE INSURANCE

Genworth Life Insurance Company will stop accepting applications for new enrollees in Long Term Care insurance effective December 31, 2016. Genworth will continue to honor the terms of all current policies as well as any received by December 31, 2016. The City may be exploring options to offer Long Term Care insurance through another vendor.



The start of a new year is a great time to set goals for yourself personally and professionally. It is important to remember to take time for ourselves because that impacts all areas of our life and allows us to bring our best self forward. With

that in mind, each edition of Team Chesapeake will feature a wellness topic and a trivia question! Participation in the trivia question is voluntary.

TOPIC OF THE MONTH: WELLNESS RESOURCES FROM OPTIMA

At the beginning of each year, it is common to set goals and New Year's resolutions. Optima's Staying Healthy1 program provides many free programs to help you reach your wellness related goals and resolutions. Visit optimahealth.com (no sign in required) to access some of these free programs listed below or call 1-800-736-8272 to receive more information or register.

- Yoga and Tai Chi Videos: These programs can help viewers strengthen their bodies, relax mentally, and physically manage stress reactions.
- Guided Meditation: The music and words in our guided meditation programs invite listeners to experience a 20-minute retreat from everyday stressors.
- Tobacco Cessation Audio Program: Listeners can learn about the nature of nicotine addiction and effective ways to control dependency when attempting to quit tobacco use.
- Walkabout with Healthy Edge: 6 month walking program that includes a pedometer and encourages participants to start moving and begin walking their way to better health.
- Eating for Life program: an award-winning DVD and educational program that helps participants develop healthy eating and exercise habits.

WELLNESS TRIVIA

True or False: Physical activity is anything that makes you move your body and burn calories. To improve overall cardiovascular health, it is suggested to get at least 150 minutes per week of moderate exercise or 75 minutes per week of vigorous exercise.

Test your knowledge with the wellness trivia question. If you would like to participate, email your answer to Lauren Brown, Wellness Coordinator at lrbrown@cityofchesapeake.net. Those with the correct answer will go into a drawing for a wellness pack. Winners and answers will be announced in the next Team Chesapeake. Stay tuned!

C **Courteous**
Making our customers feel welcome, appreciated, and respected.

A **Attentive**
enhancing our ability to identify the needs and concerns of our customers.

R **Responsive**
Acting upon our customers' needs and providing follow-up in a timely manner.

E **Empowered**
Possessing knowledge, resourcefulness & creativity to address customer needs.

U-CARE
City of Chesapeake
Employee Wellness Program

Chesapeake
VIRGINIA

2017 WELLNESS INCENTIVE - DON'T MISS OUT!

Start 2017 off on the right foot by being a champion for your health! Part of becoming “A Healthier You” is to schedule routine doctors’ visits. The City of Chesapeake understands the importance of doing so and is offering a wellness incentive for \$300 for obtaining an annual physical and an annual eye exam.

Here are the steps you will need to complete the incentive:

1. Schedule an annual physical with your healthcare provider and schedule an eye exam.
2. [Download the form](#) that you and your healthcare providers will need to complete. You will need to complete and sign section 1.
3. Have your healthcare providers complete sections 2 and 3 of the form. Once all three sections are completed and signed, fax the completed form to Lauren Brown at 757-382-8501 or mail to City of Chesapeake Human Resources, Attn: Lauren Brown, 306 Cedar Road, Chesapeake, VA 23322
4. You will typically receive your new wellness card with a \$300 balance within 6 weeks of submitting the form. This can be used toward eligible medical, dental, or vision expenses.

Please note this is for all eligible employees and retirees, and that you must complete both exams in order to receive the \$300 incentive.

VOLUNTEERS OF THE QUARTER - 3RD QUARTER 2016

In August, the Division of Community Programs had the pleasure of working with a very talented group of volunteers who conducted an engine repair and carpentry job skill camp for the youth of Chesapeake. The overall goal of the camp was to mentor the youth through discussion and education. The camp, which included 13 youth from the City, was held in August. These dedicated volunteers donated approximately 50 hours of community service introducing the youth to the occupations of Automobile Mechanic, Small Engine Mechanic and Carpentry. They also donated tools and supplies to ensure that the youth received quality hands on training to repair drywall, lawnmowers, and to assist in the upkeep of their family cars.



Volunteer Award Winners (L-R): Jerry Dozier, Durant Kreider, Ed Bass and Mike Porter, accepting on behalf of Melvin Parker, who was unable to attend the presentation.

The volunteers are planning to do this event as well as other projects throughout the year, and we are fortunate to have individuals like this group working to enhance our youth. The highlight of the week was a trip to Tidewater Community College’s Automotive Facility. The youth in the group were able to talk with the staff and experience some of the things that are taught through the college. After the camp was completed, one of the participants decided that he needed to go back to school to get his GED so that he could apply to attend Tidewater Community College.

NEWS OF NOTE

COMMONWEALTH'S ATTORNEY HONORED

In December, Commonwealth's Attorney Nancy G. Parr received the Robert F. Horan, Jr., Award from the Virginia Association of Commonwealth's Attorneys for Outstanding Service to the Citizens and Commonwealth's Attorneys of Virginia. Ms. Parr, one of five At-Large Board Members for the National District Attorneys' Association, also represents the Association on the American Bar Association's Criminal Justice Council.

In January of 2017, Parr will become a Fellow of the Virginia Law Foundation. She will be inducted at the Virginia Law Foundation Annual Dinner in Williamsburg. The 2017 Class of Fellows is comprised of twenty-four lawyers from across Virginia who have distinguished themselves in their practices and with a demonstrated dedication to public service.



NEW MOTOR POOL SYSTEM AND KEY VALET

The new Motor Pool system, Key Valet, has been activated by Central Fleet Managements at the Great Bridge Community Center (GBCC). All of the City Hall Motor Pool vehicles have been moved from the Library Parking Lot to GBCC to be closer to the system's antenna. The new Key Valet key box is located in the doorway on the left side of GBCC, while the vehicles are parked along the tree line at the back on the GBCC lot. The Motor Pool has compact cars, mid-sized cars, a pickup truck, mini-van, and cargo van for your use. We are adding two electric Nissan Leafs to the Motor Pool in February.



Key Valet is a part of FleetFocus, and users will therefore use InfoCenter to make Motor Pool reservations. This means that both the City Hall and City Garage Motor Pool systems now use the same interface to make reservations. Instructions on how to make a reservation are located on CityPoint under Documents-City Wide within Fleet Services. Once on-line reservations are made, you then take your city ID and confirmation number to the Key Valet key box to get your vehicle key.

Currently, only some City ID's are recognized by the Key Valet, so the operator of the vehicle may need to enter the confirmation number from the reservation to open the Key Valet key box. Central Fleet Management is working to have the system recognize all City ID's as the primary way to access the box, and they are hoping to have this function working soon.

The screen on the Key Valet key box is a touch screen and, once touched, it will prompt the driver for the necessary information to access the vehicle keys. One of the prompts will ask the driver to verify that they have a valid driver's license. Instructions are also be on the key box itself.

Employees that need access to Info-Center in order to make a reservation should submit the Fleet User Access Form. The authority to make reservations or to access a department's equipment data should be approved by the Department Head, Program Head, or their designee.

For questions about the new system, contact Ellen Griffith at egriffith@cityofchesapeake.net or phone 382-3384.