



Team Chesapeake

Employee Newsletter

June 2014

MEET YOUR CO-WORKERS

DO YOU KNOW WHAT THE MOSQUITO CONTROL COMMISSION DOES?

When most people think of mosquito control they think of the typical truck driving through the neighborhood on a summer evening spraying insecticide to kill adult mosquitos. While this was the main control method thirty years ago, it is far from the norm today. The Chesapeake Mosquito Control Commission practices an integrated control approach to limiting the number of mosquitoes here in the City. This includes educating the public about mosquitoes, disease monitoring, elimination of standing water needed for mosquito breeding, using larvicides to kill mosquito larvae and spraying to control adult mosquitoes as a last resort.

There are 52,000 acres of the Great Dismal Swamp National Wildlife Refuge within the City of Chesapeake that cannot be treated or sprayed, which creates an ongoing problem for the Commission and for the public. There are 54,000 acres of wetlands outside the refuge, where the Commission battles mosquitos to protect the citizens. West Nile Virus and Eastern Equine Encephalitis are now endemic to this area and are transmitted by mosquitoes to horses and humans. It is the responsibility of the Mosquito Control Commission to help eliminate mosquitos in Chesapeake. The Commission also educates citizens about how they can help prevent mosquitos from breeding, by encouraging people to get rid of standing water around their homes.

The Chesapeake Mosquito Control Commission is committed to protecting the health, safety, and comfort of the citizens of Chesapeake in the most environmentally safe and economically efficient manner possible. The Commission provides services in a prompt, caring, and equitable manner.

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SUMMER HOLIDAY



City offices will be closed for the Independence Day Holiday.

Friday, July 4

CITY MANAGER'S MESSAGE



Summer has arrived here in Chesapeake, and with it comes a chance to enjoy the many fun family activities our City and the Hampton Roads region have to offer. But as you go about your leisure time, I'd ask that each of you take a few moments and consider something that could affect you and your family when you least expect it. Simply put, it's the concept of preparedness. Are you, and your family, ready in the event that a disaster – natural or man-made – threatens our community?

We all know that summer is hurricane season, and I hope that you have taken time to gather a supply kit for your loved ones so that, should a storm hit here, they will have what they need. I use the words "what they need," specifically because we, the City leadership, may well need you to report for work before, during or after an event, and we care as much as you do about your family's safety and preparedness. The time to make those preparations is now, so that when disaster does strike we can all focus on restoring our City to normalcy as quickly as possible.

Of course, hurricanes aren't the only potential disasters that threaten Chesapeake. Without being alarmists, we all need to realize that every day can bring a weather emergency, an accident along our roadways or waterfront, or another scenario requiring quick emergency response from personnel throughout the City organization. Again, the key to being ready is to prepare in advance. Your department heads and others saw this first hand this spring when the City held a no-notice training exercise, simulating a tornado strike in the heart of Chesapeake. Lessons learned from that training are already shaping planning and response efforts, and your ideas and input are welcome. I encourage you to seek out ways and offer suggestions for preparing your work area and those around you for whatever the future may bring us.

Let me say, again, that fostering preparedness does not equate to fostering fear. Rather, when we are all prepared for the possibilities, we are able to face them with a spirit of confidence and commitment. And those, truly, are the cornerstones of what it means to be part of Team Chesapeake. Enjoy your summer and please, stay safe.

JAMES E. BAKER

NEW ART IN CITY HALL

The Peninsula Guild members adopted a heron to decorate for the City of Chesapeake. They have been working on this exquisite piece for the past six months. They have put numerous hours into creating the design, making the individual glass pieces and strategically assembling them on the heron. The heron will be displayed in the lobby of the City Hall building at the courtyard entrance. The next phase of the project will be to name the heron. An official public dedication will be held in September.



VOLUNTEERS OF THE QUARTER

Susan Butler and Gail Martin have provided help to Chesapeake Animal Services for the past two years. They clean cages, walk dogs, assist visitors with the adoption process, and so much more! These wonderful ladies also help with the animals socialization, and getting them ready for adoption.

During the 2013 holiday season, Susan and Gail donated a Christmas tree and decorations for the shelter. They used their creativity to develop dog bone holiday wreaths, which were sold during holiday adoption events. The proceeds were used to pay for medical emergencies and surgeries for some of the shelter animals. The City thanks these two extraordinary women for their dedication to Chesapeake Animal Services.



Susan Butler, Kathy Strouse, Gail Martin

For more information about current volunteer opportunities in the City, please contact the Department of Human Resources at 382-6492.

IMPORTANT UPDATE

In 2012, legislation was passed that required Plan 1 employees participating in the Virginia Retirement System (VRS) to begin contributing to the pension plan effective July 1, 2012, on a salary-reduction basis. Cities, Counties, and Towns were able to phase in employee-paid contributions at a minimum of 1% each year until all Plan 1 employees reached the required 5% contribution rate by July 1, 2016. City Council began this phased-in approach with 1% in FY13, an additional 2% in FY14, and the final 2% in FY15. Therefore, all VRS-eligible Plan 1 and Plan 2 City of Chesapeake employees will be contributing the required 5% effective July 1, 2014.

COMEDY CORNER



"You'll see from my medical records that I was born six weeks premature. I've always been very good at completing projects ahead of schedule!"

Healthy Tips

Snack at work. Bring snacks to work and graze throughout the day. When you eat more often, you're far less likely to overeat.

Use Stevia as a sugar substitute. It's all natural, and sweetens your beverage or food without all of the calories. It can also help to lower blood pressure.

Move unhealthy food items out of your desk drawer. You are more likely to eat healthy if you do not have the temptation of candy and chips at an arms reach.

Make your lunches for work instead of eating out five days a week. It's better for your waistline and your bank account.

Eat healthy at the beach. Pack a cooler with water, sandwiches on whole wheat bread, carrots and hummus, yogurt, and fruit! You will feel much better.

Remember to hydrate with water. The summer heat makes you more susceptible to dehydration. Drink 6-8 glasses of water throughout the day. Keep a water bottle with you at all times.

INNOVATION AWARDS

Below are the latest recipients of the prestigious Employee Innovation Award. Congratulations to all of these outstanding employees for their excellent work on behalf of the City and our citizens!



Barbara Caraway and City Manager Jim Baker present **Gloria Matthews** of the of the Treasurer's Office with an Innovation Award for her efforts in monitoring Real Estate parcels for both new and deceased owners. Her innovative cross reference process generated \$114,057 in revenue for the City.



Nancy Tracey and City Manager Jim Baker present **Pamela Hardesty** of the Finance Department with an Innovation Award for her commitment to saving taxpayer's money. She successfully refinanced the City's existing debt to achieve lower interest rates, which saved the City \$6.55 million dollars.



Daniel Lejman of the Commissioner of the Revenue Office received an Innovation Award for streamlining the filing system for the personal property forms. He changed the filing systems from alphabetical to numerical, drastically reducing misfiling incidents. This process has allowed quicker responses to citizens' inquiries.



Benjamin Orasko of the Police Department created the CUSTODY (Cameras Used to Stop Thieves, Offenders, and Delinquents in Your Area) program. This program is designed to increase community involvement in the criminal identification and apprehension process. **Captain Horne** presented Ben with his award.

PUBLIC SERVICE AWARDS

The City of Chesapeake's Public Service Award program reinforces the City's mission and commitment to providing quality service to all citizens equitably, in a responsive and caring manner. Congratulations to the following employees who received this award:

Mark Woodward, *Planning*

Rebecca Benz, *Planning*

Dominique Gonsel, *Development and Permits*

TJ Rogers, *Parks, Recreation, and Tourism*

Timothy O'Brian, *Human Services*

Katie Walton, *Library*

Joyce Hanni, *Information Technology*

Tim Chatham, *Public Works*

Donald Swarmer, *Public Works*

David Wright, *Public Works*

Joe Erman, *Public Works*

Jason LaSalle, *Public Works*

Russ Garvin, *Public Works*

Jack Edwards, *Public Works*

Glen Tardiff, *Public Works*

Jonathan Scott, *Public Works*

Kristen Linfante, *Development and Permits*

E.D. Woods, *Police*

ACKNOWLEDGEMENTS

CHESAPEAKE FIRE DEPARTMENT RECEIVES LIFELINE EMS AWARD

- The Chesapeake Fire Department has received the American Heart Association's Mission: Lifeline EMS Bronze Award. This award recognizes the Department's commitment and success in implementing specific quality improvement measures for the treatment of patients who suffer a severe heart attack known as STEMI (ST Elevation Myocardial Infarction). The Chesapeake Fire Department was one of the only 10 EMS agencies in the Commonwealth to receive this award.



Pictured from left to right: Lieutenant Forrest Winslow, Jeff Meyer, Monica Reed, Amy Ward, Battalion Chief Dan Norville.

CITY EMPLOYEE RECEIVES FIRST DR. CLARENCE V. CUFFEE SCHOLARSHIP

- Jenna Hardison** was selected as the first City of Chesapeake employee to receive a \$1,500 Dr. Clarence V. Cuffee Scholarship. **Ms. Hardison** is an Office Specialist I in the Division of Mental Health with Chesapeake Integrated Behavioral Healthcare, formerly known as the Community Services Board (CSB). She currently attends Norfolk State University and is completing her Bachelor's Degree in Psychology. The Dr. Clarence V. Cuffee Scholarship will help fund **Ms. Hardison's** tuition, books, and supplies for the program.

CHESAPEAKE NAMED 2014 SMALL BUSINESS COMMUNITY OF THE YEAR

- The City of Chesapeake was selected as the U.S. Small Business Administration's Richmond District Office 2014 Small Business Community of the Year. This prestigious award recognizes a community in the SBA Richmond District Office territory that demonstrates a small business friendly environment for start-up and expanding small businesses. Several cities, towns, counties and planning districts are evaluated based on key programs and incentives, and the leveraging of their economic development resources with other federal, state, and local resources to benefit local small businesses.

PEEKING DUCK TAKES THE WIN

- The Customer Contact Center staff proactively supports many charitable organizations. They have supported the C.H.I.P. Foundation for many years by participating in the Duck Dazzle, Rubber Duck Race, and the Amazing Race competitions. Recently, the staff participated in the Duck Dazzle competition and won the Best Craftsman and the People's Choice awards. Their team brainstorms ideas and suggestions and donates money and supplies to create a masterpiece for the Duck Dazzle competition. The Customer Contact Center's **Rachel Przybyl** took the lead in designing the winning duck, dubbed the "Peeking Duck!"



NEWS & ANNOUNCEMENTS

CITY COUNCIL AND CITY OFFICIALS ARE CERTIFIED

- As a team, Chesapeake's City Council, City Manager, and several other City officials recently completed FEMA course ICS 402: Overview for Executives and Senior Officials. The course was led by Emergency Manager/Fire Chief Ed Elliott, and was an opportunity for City officials to learn about the Incident Command System (ICS) and how they can work together to ensure an effective and efficient response to any incident. Certificates of completion were presented to the participants by the Virginia Department of Emergency Management.

NEW TIME CLOCKS IN CITY HALL

- The City is going high-tech! In case you haven't noticed, there are new Kronos InTouch time clocks in City Hall and other City offices. The new time clocks feature a touchscreen with color LCD, a badge card reader, LED light indicator, smart views, and more! The new clocks are more modern and maintain a very user-friendly interface.

CITY BUDGET APPROVED

- On May 13, the City Council adopted the FY 2014-15 Operating Budget for the fiscal year beginning July 1, 2014. There were no changes to the Real Estate Tax and no new fees were added, but water and sewage rates will increase by 4.9% effective July 1. The \$923.7 million budget was approved by City Council as proposed by City Manager Jim Baker on March 25.

The Operating Budget has increased from last year by 1.8% allowing for improvements in employee compensation and the need to address service gaps throughout the organization. The budget is also increasing in order to take advantage of increased state road maintenance funds and to address new stormwater regulations. No service expansions are planned.

The same night, City Council approved the Capital Improvement Program (CIP) for the Fiscal Years 2015 through 2019. This planning document is intended to guide the City's investments in facilities and infrastructure throughout the City. The new CIP includes the replacement of the AIW Bridge in Deep Creek, funding for critical school repairs, stormwater equipment upgrades, a repaving program for residential streets throughout the City, and addressing encroachment at the Naval Auxiliary Landing Field Fentress.

CITY LEADERS GIVE BACK

- **City Manager Jim Baker** and **Sheriff Jim O'Sullivan** rolled up their sleeves for a good cause! The Sheriff's Blood Drive collected 71 pints of blood, which was almost twice their goal! Thank you to everyone who donated blood!



City Manager Jim Baker donates to the Red Cross.



Sheriff Jim O'Sullivan donates blood at the Sheriff's Blood Drive.

EMPLOYEE BENEFIT UPDATES



KEEPING YOUR BENEFICIARY DESIGNATION UP-TO-DATE

You work hard for your benefits, and you want to make sure your family is taken care of. It is important to keep your designation up-to-date as you go through life changes (marriage, birth of a child, etc.).

- **Virginia Retirement System/Minnesota Life (Basic and Optional Life insurance):** When you started in a VRS-covered position, you either had the option to designate a beneficiary or VRS would follow the legal order of precedence. The legal order of precedence is as follows:
 - To your spouse;
 - If no surviving spouse, to your natural or legally adopted children and descendants of your deceased natural or legally adopted children;
 - If none of the above, to your parents equally or to the surviving parent
 - If none of the above, to the duly appointed executor or administrator of your estate;
 - If none of the above, to your next of kin under the laws of the state where you reside at the time of your death.

You can designate or change your beneficiary at any time and name any living person or entity, such as an eligible trust or charity, as your beneficiary.

- **VRS/Minnesota Life** - To update the beneficiary for your member account contributions and VRS Basic and Optional Group Life Insurance coverage, submit a Designation of Beneficiary (VRS-2) to VRS at P.O. Box 2500, Richmond, Virginia, 23218-2500. The Designation of Beneficiary (VRS-2) applies only to your life insurance and your defined benefit plan member contribution account, not to any defined contribution accounts. Your named beneficiary for your defined benefits may be eligible for either a lump-sum payment of the funds in your member contribution account or a monthly benefit and for any life insurance benefits you may have at your death. You can name the same person to receive your account contributions and your life insurance benefits, or you can name a different person for each one. However, the Designation of Beneficiary applies only to beneficiaries for your member account and your VRS life insurance benefit.
- If you are a member of the **Hybrid Retirement Plan**, two beneficiary forms are required. Complete the Designation of Beneficiary (VRS-2) 180kb for the defined benefit portion of your account and your VRS Group Life Insurance, if you participate. For the defined contribution portion of your account, complete the Designation of Beneficiary Form – Hybrid Defined Contribution Plans. For more information, see your plan handbook.
- **ICMA-RC** - If you are enrolled with ICMA-RC, you will also want to update your beneficiary. Log in to your account at www.icmarc.org; select the “Manage My Account” tab and the “Personal Information” and “Beneficiaries” menu options. You can specify the percent of the account each beneficiary is to inherit, and the person’s relation to you, as well as their Social Security number and birth date.
- **City of Chesapeake** - The City of Chesapeake maintains beneficiary information for leave payout purposes in the event of an employee’s death while still employed. Use the following link to update your beneficiary with the City of Chesapeake using the Employee Demographic form and submit to your departmental Payroll Clerk: <http://www.cityofchesapeake.net/Government/City-Departments/Departments/Human-Resources-Department/links-resources.htm>.



BENEFITS CONTINUED



RESOURCES TO USE WHEN NON-WORK RELATED ILLNESSES OR INJURIES OCCUR AFTER OFFICE HOURS

- When non-work related illnesses or injuries occur after hours or when the physician's office is closed, Optima Health plan members have access to an After Hours Nurse Advice Line and MDLIVE. Not sure which resource to use? Read the chart below for more information.

	<i>After Hours Nurse Line</i>	<i>MDLIVE</i>
<i>Available Services</i>	<i>Telephonic consultation with a professional nurse who can assess your medical situation, advise you as to where to seek care, and if possible, suggest self-care options until you can see your physician. In any life-threatening emergency situation, always go to the closest emergency room or call 911.</i>	<i>Virtual appointment with a Medical Doctor. Doctor may prescribe medication(s) if needed to treat condition. Examples of appropriate concerns for a visit include fever, headaches, cold, flu, etc. In any life-threatening emergency situation, always go to the closest emergency room or call 911.</i>
<i>Resources Needed to Access Service</i>	<i>Telephone</i>	<i>Computer or Telephone</i>
<i>Cost</i>	<i>Free</i>	<i>\$25</i>
<i>Availability</i>	<i>After business hours, weekends, holidays</i>	<i>24 hours a day/7 days a week</i>
<i>How to Access Service</i>	<i>757-687-6340 or 877-817-3037</i>	<i>Mdlive.com/optima or 866-648-3638</i>

WE WANT TO HEAR FROM YOU!

If you have story ideas or suggestions, we want to know!

**Please contact: Jen Bichara
Public Communications Department
382-6241 or e-mail jbichara@cityofchesapeake.net.**