



Team Chesapeake

Employee Newsletter

October 2014

MEET YOUR CO-WORKERS

CHESAPEAKE INTEGRATED BEHAVIORAL HEALTHCARE - CIBH

Chesapeake Integrated Behavioral Healthcare does more than sit you on a therapist's couch for fifty minutes. Individual therapy is still a big part of what they do, as is group therapy for adults working to overcome alcohol or drug addictions. Over the years, though, their services have evolved with a renewed focus on recovery and prevention, with the goal of helping people live as productively and independently as possible. Sometimes this means taking services to the citizens.

The Infant Intervention Unit works with babies who need a little extra help to learn and grow. Parents or guardians concerned about the development of their child, age birth to three years, can schedule an assessment with a service coordinator. Because babies learn through play, service coordinators provide services in the child's home and in other places in the community like parks and childcare centers. If additional services such as speech or occupational therapies are suggested, families are linked with other community providers.

For older children, CIBH offers adolescent anger management classes and workshops on timely topics such as preventing dating violence,



internet safety and bullying. Through a partnership with Chesapeake Public Schools, CIBH can provide clinical support and services in the classroom for children struggling academically due to mental, behavioral, or emotional issues.

For adults with a serious mental illness the psycho-social day program, Coastal Clubhouse, helps participants become self-supporting members of

the community through a combination of educational and vocational activities. Members learn strategies for managing their physical and mental health including assistance with completing advanced directives. They also have opportunities to develop skills that can transfer to the workplace. The Bookend Café at the South Norfolk Memorial Library is a perfect example of this. Check it out Monday through Friday from 10:00 a.m. to 2:00 p.m., for real life examples of the program's success.

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EMPLOYEE FALL HOLIDAYS

October 13 - Columbus Day	November 27 - Thanksgiving
November 11 - Veteran's Day	November 28 - Black Friday

CITY MANAGER'S MESSAGE



Fall is upon us, bringing comfortable temperatures and no shortage of events competing for our off-work hours. I want to encourage each of you to take advantage of all that our great City has to offer, from athletic events to festivals to the simple pleasures of a walk in one of our many parks. There is no shortage of options to refresh both your physical and mental health.

As you are pursuing whatever activities most appeal to you, I want to ask you to do just a little work at the same time. Whenever you have a chance to be with your neighbors and friends, be open to hearing their feedback about the City – the good, the bad and everything in between. It is often through casual conversations that we learn the most about what our residents – our most important customers – truly think about the City's services and programs.

When you hear this feedback, good or bad, share it with your supervisors. There is no need to name names or feel like you are carrying tales. Rather, by helping us better understand your neighbor's needs, you are providing a great service to the community. As I have said before, we can never hope to meet every expectation or request, but we can't meet ANY that we don't know about. Your ears, your eyes, and your willingness to share are vital tools for our success.

I hope that the change of season brings with it many enjoyable experiences and happy memories for you and your family. 2014 is shaping up to be a great year for our City team, and I look forward to continuing to work with each of you in fostering Chesapeake as truly the City That Cares.

JAMES E. BAKER

VOLUNTEER OF THE QUARTER

Members of the Chesapeake Little League and the South Norfolk Ruritan Club received the Volunteer of the Quarter award for the tremendous job performed to restore the Cascade Park Ball Field. This venue has been without a long-term resident since South Norfolk Pony Baseball dissolved several years ago, thus causing some items in the concession stand to be in disrepair and the building in need of cleaning. The organizations painted fencing and restored the bathrooms, dugouts and concession stand. This project helped to bring baseball back to South Norfolk after many years.



NEWS & ANNOUNCEMENTS

CHESAPEAKE EMPLOYEE AWARDED WOMEN IN BUSINESS CHAMPION OF THE YEAR

- Each year, the U.S. Small Business Administration recognizes small business owners and advocates that have made critical contributions to America's entrepreneurs and small business owners. This year, Chesapeake's own Angela Barber was awarded the Women in Business Champion of the Year Award. As the Small Business Development Coordinator for the City, Ms. Barber continues to bring innovative ideas to the table and works hard to support the efforts of small businesses in Chesapeake.

THE CHESAPEAKE POLICE DEPARTMENT AWARDED A NATIONAL ACCREDITATION

- The Chesapeake Police Department was recently awarded national accreditation status through the Commission on Accreditation for Law Enforcement Agencies (CALEA). The purpose of CALEA's Accreditation Programs is to improve the delivery of public safety services, maintain a body of standards, establish and administer an accreditation process, and recognize professional excellence. The Chesapeake Police Department received their initial award from CALEA on July 26.



Pictured from left to right: CALEA Executive Director Craig Hartley Jr., Officer Wendy Jancewicz, Bob Kolin, Chief Kelvin Wright, CALEA Commission President J. Grayson Robinson.

FUN FALL FESTIVITIES IN CHESAPEAKE



Chesapeake Virginia Wine Festival - Chesapeake City Park on Saturday, October 11, from 12:00 p.m. - 6:00 p.m.



Corn Maze at Bergey's Breadbasket - Come and enjoy Bergey's 6th Annual Corn Maze, open Fridays and Saturdays 10:00 a.m. - 6:30 p.m., at Bergey's.



Bark in the Park - Bring your canine out to City Park for a dog-gone good time! The event takes place at Chesapeake City Park on Sunday, October 5, from 12:00 p.m. - 5:00 p.m. The event features vendors, games, contests, animal rescues and more!



Fall on the Farm - Come to Mount Pleasant Farms on Saturdays from 10:00 a.m. - 6:00 p.m., October 11 - 26. The festival features a corn maze, pumpkin patch, pony rides, wagon rides, animals, carnival rides, games, food, and more!



Ghost Train at Northwest River Park - This is a spooky half-hour ride through the haunted woods of Northwest River Park October 16 - 18 and October 23-25. Enjoy this thrilling adventure from 7:00 p.m. - 9:30 p.m. on Thursday and 7:00 p.m. - 10:30 p.m. Fri./ Sat.

For more information about these events or for other fall events going on in Chesapeake, visit www.visitchesapeake.com, click on the Things To Do tab, and then click Fall in Chesapeake.

NEWS & ANNOUNCEMENTS CONT'D

FLEXIBLE SPENDING ACCOUNT REMINDERS

- If you enrolled in dependent care flexible spending for the 2014 calendar year, you have until December 31, 2014, to incur expenses. If you enrolled in medical flexible spending for the 2014 calendar year, you can rollover up to \$500 of your unused balance. In order to access rolled-over funds, you must enroll in healthcare flexible spending during open enrollment this fall for calendar year 2015. Additional reminders will be included in the City's open enrollment communication.

WELLNESS INCENTIVE REMINDER

- If you completed the wellness incentive for 2014, you have until December 31, 2014 to spend your incentive dollars. As a reminder, employees earned \$100 for completing a Personal Health Assessment (PHA) between January 1, 2014, and March 31, 2014, and an additional \$100 could be earned by engaging with a Health Coach. If you have not completed the incentive, there is still time to earn \$100 by engaging with a Health Coach. First, complete the PHA by logging into your account Optima Health's website, go to www.optimahealth.com, and then select Personal Health Assessment under My Optima. Once you have completed the PHA, you can engage with a Health Coach by selecting an appointment time online or by calling 877-330-2746 between the hours of 8:00 a.m. and 9:00 p.m., Monday through Friday. The deadline to engage with a Health Coach for the 2014 incentive is October 31, 2014. There will be additional opportunities to earn wellness dollars in 2015. Information will be shared in the City's open enrollment communication.

OPEN ENROLLMENT DATES

- The City's annual Open Enrollment will be October 14, 2014, through November 4, 2014. Stay tuned for important information regarding benefit changes in the coming weeks.

FEATURED FALL RECIPE:

HEALTHY PUMPKIN SPICE MUFFINS

Serving size: 1 muffin

Cal: 181 **Fat:** 7g **Protein:** 4g **Fiber:** 1g **Sodium:** 260mg

INGREDIENTS:

- 1-1/4 cups all-purpose flour
- 1/2 cup whole wheat flour
- 2 tsp pumpkin pie spice
- 1-1/2 tsp baking powder
- 1 tsp baking soda
- 1/2 tsp sea salt
- 1 cup canned pure pumpkin (NOT pumpkin pie filling)
- 1/2 cup plain fat-free Greek yogurt
- 1/2 cup raw honey, melted
- 1/4 cup coconut oil, melted
- 1 egg
- 1 tsp pure vanilla extract
- 1 cup finely grated carrots
- 1/3 cup dark chocolate chips
- 1/2 cup chopped walnuts (optional)

INSTRUCTIONS:

1. Preheat oven to 375F. Spray or line a muffin tin and set aside.
2. In a large bowl, combine both flours, pumpkin pie spice, baking powder, baking soda, and salt. Set aside.
3. In a medium bowl, whisk together pumpkin, yogurt, honey, coconut oil, egg, and vanilla. Stir in carrots. Add wet ingredients to dry ingredients and stir just until moistened. Fold in chocolate chips and walnuts (if using).
4. Divide batter evenly among 12 muffin cups. Bake for 20 - 22 minutes, or until a wooden toothpick inserted in center of muffin comes out clean. Cool on a wire rack.



www.thefithousewife.com

EAT WELL AT WORK

Committing to eating well at work will take some effort and planning, but in the end, your body and mind will thank you. Feeling better about yourself is just a grocery store trip away:

- Shop healthy. Focus on making healthier choices at the grocery store. If you don't know what that means, a simple rule of thumb is to stick to the periphery of the store, where you'll find the healthiest fare. The interior aisles are packed with lots of less healthy options, most of which fall under the processed and convenience food categories.
- Pack your own lunch. Whatever you bring is likely to be healthier than what you would get at the vending machine or from a local take-out restaurant.
- Avoid processed and convenience foods. Instead, choose whole-food options, such as an apple, carrot sticks, cubed cheese, almonds, low-fat dairy, etc.
- Bring healthy snacks. You will be less tempted to nibble out of your coworker's candy bowl and more inclined to bite into that juicy apple or indulge in that handful of healthy trail mix.
- Talk to a dietitian. There is no shame in being confused or in the dark about what makes for a healthy meal or snack. Schedule an appointment with a dietician who can help you sort the good from the bad, and also, help you get the most nutritional bang for your buck.



What and how you eat at work can positively (or negatively) influence your physical and emotional comfort as well as your productivity at work. Work is stressful; however, you can temper that stress by fueling up throughout the day with healthful, thoughtful choices, which will help keep guilt at bay and help keep your body and mind alert and sharp.

<https://healthplans.providence.org>

COMEDY CORNER



Healthy Tips

1. **Leave the past in the past.** It is normal to have a mental image of yourself from when you were in the best shape of your life. But if that image is from high school, you could be setting yourself up for failure. Even if it is from last year, forget it. Remember as little as possible of what you used to look like. Starting today, make new memories.

2. **Prepare.** We already know you do not have the time, so write it down or put it in your smartphone, like any other appointment, every day. You would not cancel an appointment, why would you cancel on yourself? You are important too!

3. **Start slowly.** Take a 20-minute walk at first if you're just returning to exercise. You might feel like it is not enough, but it is a good start.

4. **Get the family involved.** Run while your daughter rides her bike. Go to a local track and let the kids play their own games. Run with your spouse. Sign up for a local 10K. Walk with your son. It teaches healthy habits and you gain quality time with your family!

5. **Where are your friends?** Four words, four reasons – motivation, inspiration, determination, and conversation. Surround yourself with friends who think positively and enjoy life.

6. **Put the pain in perspective.** If you are just getting started or getting back in to the routine you should expect some soreness. Just remember, being sore is normal, severe pain is not. If you experience serious pain, stop what you are doing and seek medical attention, if appropriate.

INNOVATION AWARDS



Pictured left to right: City Manager James Baker, and Human Resources staff member Mary Beth Nienaber.

Ms. Nienaber continues to look for, and implement, efficiencies department and organization wide. Her research and analytical skills are outstanding as evidenced by her spearheading the public safety classification and compensation project. Ms. Nienaber compiled external survey data, prepared analysis and charts, summarized the results, formulated recommendations, and developed the final report. Her work conserved taxpayer dollars by saving the City at least \$50,000.



Pictured left to right: Captain E. McIntyre, Lieutenant M. Cole, Chief Wright, Dispatch Supervisor A. Ricks, City Manager James Baker, and Commonwealth Attorney Nancy Parr.

Dispatch Supervisor Ricks has worked diligently to streamline processes for the Police Department. During a major reorganization of the Police offices, Ms. Ricks returned outdated and unused cell phones to vendors through a buyback program that resulted in a credit towards the department's phone bills. She also found ways to save additional funds by switching to alternative carriers and provided an equipment recycle program to the department. The total savings so far amount to \$15,017 with a reoccurring yearly savings of \$4,816 on cellular phone bills.



Pictured left to right: City Treasurer Barbara Caraway, Innovation Award Winner Luke Bottiglieri, and City Manager James Baker.

Mr. Bottiglieri has developed an Access database to track the number of manual lines, warrants in debt, distress warrants and 15 day letters. The database also tracks statistical data needed for work load measurements and it has improved productivity and accuracy of the work performed in legal collections. Additionally, he created a database to track credit card convenient fees, which has eliminated the need to use a spreadsheet, improved accuracy of the data, and makes it easier to find errors.



Pictured left to right: Voter Registration employee Mary Lynn Pinkerman, and City Manager James Baker.

Ms. Pinkerman created an effective backup plan for every election function performed by the staff at the Voter Registration office. This plan has insured that every critical function in the election process has double coverage and that all deadlines are covered by two individuals. Additionally, this back up plan has decreased deadline related stress and improved the overall office morale.

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 in the second quarter of 2014:

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|--|---|
| Brent Falvo , Chesapeake Integrated Behavioral Healthcare | Arthur Bodnar , <i>Development and Permits</i> |
| Wayne Harmon , <i>City Garage</i> | Wanda Joyner , <i>Human Services</i> |
| Brenda Neathery , <i>Public Works</i> | Susan Lambert , <i>Purchasing</i> |
| Becky Roberson , <i>Police</i> | Major Christian , <i>Public Works</i> |
| Cindy Scollise , <i>Development and Permits</i> | |

EMPLOYEE BENEFIT UPDATES



HOW TO DETERMINE VRS PLAN ENROLLMENT

You know you're a VRS member, but how do you know if you're in Plan 1, Plan 2 or the Hybrid Retirement Plan? Is there an easy way to figure out your plan? Yes, it all depends on when you became a VRS member.

The Breakdown:

You are a Plan 1 member if:

- You became a member of VRS before July 1, 2010, and
- You were vested (had at least five years of service) as of January 1, 2013

You are a Plan 2 member if:

- You became a member of VRS on or after July 1, 2010 but before 2014, or
- You became a member of VRS before July 1, 2010, but were not vested as of January 1, 2013

You are a Hybrid Retirement Plan member if:

- You are a state employee, local government employee or school division employee hired on or after January 1, 2014*, or
- You are a state employee, local government employee or school division employee hired before January 1, 2014, who opted to join the Hybrid Retirement Plan between January 1 and April 30, 2014, or you are a judge appointed or elected to an original term on or after January 1, 2014

*Virginia Law Officers' Retirement System (VaLORS) members, State Police Officers' Retirement System (SPORS) members and political subdivision members, covered by enhanced benefits for hazardous duty employees or the hazardous duty alternate option, are not eligible for the Hybrid Retirement Plan. These members are covered under Plan 1 or Plan 2. See your human resource office for information.

HYBRID RETIREMENT PLAN MEMBERS: DON'T MISS YOUR MATCH



As a Hybrid Retirement Plan member, your account has a defined benefit component and a defined contribution component. You contribute four percent of your creditable compensation to the defined benefit component of the plan each month. You and the City of Chesapeake each contribute one percent of your creditable compensation to the defined contribution component each month. You may voluntarily contribute up to an additional four percent in half percent increments to the defined contribution component each month. The City matches the first one percent of your voluntary contribution with a one percent contribution. The City matches each additional half percent increase with a quarter percent contribution.

With the mandatory and voluntary contributions to the defined contribution component, you can contribute a maximum of 5 percent a month, with a 3.5 percent match from your employer.

If you make voluntary contributions, the City matches a percentage of the contributions. Don't leave that match sitting on the table. Find out more about voluntary contributions in the Hybrid Retirement Plan.

You can find out more information about the Hybrid Retirement Plan by visiting the Virginia Retirement System's website at, www.varetire.org.

IMPORTANT HEALTH INSURANCE TERMS



Ever wonder what a word meant related to your health insurance, but never thought to ask? The listing below provides definitions for some commonly used terms regarding health insurance. This listing includes many commonly used health coverage terms, but is not a full list. A full list can be found on Optima's website at www.optimahealth.com.

- **Allowed Amount:** The maximum amount on which payment is based for covered healthcare services. This may be called "eligible expense," "payment allowance" or "negotiated rate."
- **Benefit Period:** Period for application of deductibles, after which time a deductible must again be satisfied.
- **Coinsurance:** Form of cost sharing between the member and the insurance company. An insured individual pays a percentage of the cost of covered medical services, and the insurance company pays a percentage. For example, if your plan has a 20 percent coinsurance and the service costs \$1000, you would pay \$200. If the service was \$200, you would pay \$40.
- **Copayment:** Set dollar amount a member pays for a service while the insurance company pays the remaining costs. For example, the general practitioner copayment for non-preventive services is \$25 per visit.
- **Deductible:** A set dollar amount that a person must pay before the insurance company begins paying.
- **Emergency Services:** Services provided in connection with an unforeseen acute illness or injury requiring immediate medical attention.
- **Family Deductible:** A deductible which is satisfied by the combined expenses of all covered family members. For example, a program with a \$200 individual deductible may limit a maximum of three deductibles (\$600) for the family, regardless of the number of family members.
- **In-Network Provider (Participating Provider):** Any physician, hospital, pharmacy, laboratory or other diagnostic center under contract with the health plan to provide services to members at a specified cost.
- **Out-of-Pocket Maximum (OOP max or MOOP):** The maximum amount that an insured person will have to pay for covered expenses during the plan year.
- **Plan Year:** January 1st through December 31st
- **Pre-Authorization:** The authorization required by an insurance company before the member is eligible to receive services.
- **Preventive Care:** Care received to help prevent or detect illness before it occurs, such as routine physicals, well child, annual gynecological exams, etc.
- **Urgent Care:** Care for an illness, injury, or condition serious enough that a reasonable person would seek care right away, but not so severe as to require emergency room care.
- **Virtual Consult:** The delivery of health-related services and information via telecommunications technologies, including telephones and personal computers. For example, MDLIVE. MDLIVE is a service which provides a virtual appointment with a medical doctor, from the comfort of your home on your computer. The doctor may prescribe medication(s) if needed to treat a condition. Examples of appropriate concerns for a visit include fever, headaches, cold, flu, etc.

Visit www.optimahealth.com for a full list of commonly used health coverage terms.

STAFF THAT CARES

Over the past several years, Chris Jancewicz has been one of the best Central Fleet allies. Starting as a Police Field Training Officer (FTO), he trained new officers in the proper way of taking care of City vehicles. He brought his trainees to the garage to show them how important it is to ensure Police vehicle maintenance is completed on time, and how to properly perform a pre and post trip inspection.

Even though public safety vehicles endure severe duty, his vehicle was always in the best possible condition. Chris would regularly bring his vehicle in at the first indication of a problem so it could be resolved before becoming a major repair or failure. Once Chris was promoted to Police fleet management his positive impact became even more far reaching. He worked closely with Central Fleet to monitor the overall condition of the Police fleet, coordinated repairs and services needed, and counseled any operator who abused their vehicle or skipped their service.



During his time in this position he gained firsthand experience in what it takes to keep vehicles in service, both cost and effort. Now that Chris has once again been promoted, he continues to be proactive with his maintenance, makes minor repairs, and ensures all precinct pool vehicles are maintained at an appropriate level to help extend their service life.



Whether its staying on top of his maintenance, keeping his vehicle clean or ensuring others do the same, Chris understands and mentors his fellow officers that when operators take care of City vehicles they spend more time on the streets protecting the citizens of Chesapeake, and far less time at the garage.



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

Chesapeake City Garage staff shows their American pride on 9-11.

SAFETY CORNER

Protecting our hearing is something we do not get a second chance at in life. Depending on the noise level, permanent hearing loss can occur in just minutes. OSHA standard 1910.95, establishes the standard for "Occupational Noise Exposure". If employees are exposed to occupational noise at or above 85 dB averaged over an eight-hour period, the employer is required to institute a Hearing Conservation Program that includes regular testing of employees' hearing.

Noise Exposure Examples- (risk damage time)

- 140 dB- Gunshot, Jet at takeoff (immediate damage)
- 125 dB- Firecracker (pain threshold)
- 120 dB- Rock concert, sandblasting (7 minutes)
- 115 dB- Jet Ski (15 minutes)
- 110 dB- Snowmobile (30 minutes)

- 105 dB- Jackhammer (1 hour)
- 100 dB- Chain saw, stereo headphones (2 hours)
- 95 dB- Motorcycle, power saw (4 hours)
- 90 dB- Lawnmower, truck traffic (8 hours)
- 85 dB- OSHA's beginning threshold
- 70 dB- Busy traffic, vacuum cleaner

Ensure appropriate hearing protection is utilized to keep your noise exposure below the OSHA threshold.

SPECIAL AWARD CEREMONY RECAP

7TH SESSION AUXILIARY BASIC POLICE SCHOOL GRADUATION CEREMONY

- Chief Wright and the staff of the Chesapeake Law Enforcement Academy congratulate the graduates of the 7th Session of the Auxiliary Basic Police Academy. The new officers put forth hard work and dedication to graduate from this program and deserve to be recognized. Congratulations to all of the new officers.



Chesapeake Police Honor Guard presents the Colors at the ceremony.



City Clerk Dolores Moore swearing in the new graduates as Volunteer Auxiliary Police Officer.



Some of the 7th Session Auxiliary Police School graduates taking oath during the graduation ceremony.



Graduates from the Auxiliary Academy posed for a group photo with the staff from the Chesapeake Police Academy.

SPECIAL AWARD CEREMONY RECAP CONTINUED

PUBLIC UTILITIES SAFETY AWARDS CEREMONY

- The Public Utilities Safety Awards Ceremony was held in September to formally recognize employees who have excelled in the area of safety and prevention of accidents. Congratulations to all of the award winners.



Risk Manager Jeff Rodarmel addresses the Public Utilities staff.



Safety Officer Mark Butler and Mayor Alan Krasnoff supporting Public Utilities' accomplishments



City Manager Jim Baker visits with Assistant City Attorney Richard Hartwick and retired Utility Engineer Dean Perry.



More than 200 people including several retirees attended the event.



Jerry Hoddinott addresses the group.



City Manager Jim Baker helps hand out the awards.



Public Utilities Director David Jurgens addresses his employees at the ceremony.



Public Utilities staff listening to the presentation of awards.



Mayor Krasnoff stops by to offer his congratulations during lunch.



Staff enjoying a well-deserved lunch!



Mayor Krasnoff congratulates Safety Award Winner Ted Garty.



Public Utilities staff enjoying a catered lunch!