



DFS NEWSLETTER

INSIDE THIS ISSUE:

<i>Employee Appreciation</i>	1
<i>Employee of the Year</i>	2
<i>Promotions at DFS</i>	2
<i>Wellness Activities</i>	2
<i>Data Management – FAQs</i>	3
<i>Wedding Bells</i>	3
<i>Personnel News</i>	4–5
<i>SECC Combined Campaign and Crow</i>	6
<i>Veterans Day</i>	7
<i>Emergency Info.</i>	7
<i>Recipes</i>	8

DFS HOLDS ANNUAL EMPLOYEE APPRECIATION



(from left) Paul Pennell, Jesse Goodman and Barbara Ryan are behind the pizza table serving pizza and salad.



(from left) Drexdal Pratt serves desert pizza while Elizabeth Brown and Stephanie Alexander serve beverages.

The Division held its annual Employee Appreciation on September 21st at the Black Mountain Office for staff in the western part of the state and September 25th at the Dorothea Dix campus for staff in the central and eastern part of the state. The event at Black Mountain was held at the picnic area under a beautiful blue sky and cool breeze and the event at Dix was held at the Haywood Gym. Everyone seemed to enjoy the food and camaraderie.

Section chiefs and managers served pizza and tossed salad to division employees. In addition to the food, employee awards were given out to employees who had worked for the state 5, 10, 15, 20, 25 and 30 years.

Fran Pedrigi with the Construction Section and Rebecca Barefoot with Data Management won the awards for Employee of the Year for Regulatory and Support, respectively (read more about

Fran and Rebecca on Page 2 of the *Newsletter*).

In addition, it is important to give kudos to Paul Pennell who spent much of his time and energy arranging for the food, supplies and overall management of both events. Thanks Paul!

It was a pleasurable event and we hope everyone had a great time!

ABOUT THIS ISSUE

In this issue, we highlight the annual DFS Employee Appreciation event. This is the event that provides DFS Management the opportunity to show appreciation to all of the employees who make DFS a great place to work and most importantly, work together to see that health care facilities and services provided to

North Carolinians meet standards.

From the Office of EMS, to the various health care facility licensure and regulation sections, to medical facility planning and the certificate of need process, to physical plant reviews and inspections,

and the oversight of jail and detention centers, we firmly believe that DFS has some of the best and brightest employees in state government.

For the many dedicated employees we have, whether in a support role or in the regulatory role, we say **THANK YOU!** for all your hard work.

FRAN PEDRIGI AND REBECCA BAREFOOT WIN DFS EMPLOYEE OF THE YEAR AWARDS!

Fran Pedrigi (pictured with Bob Fitzgerald—top) of the Division's Construction Section and Rebecca Barefoot of the Data Management Section won the DFS Employee of the Year Awards for regulatory staff and support staff, respectively. Since both Fran and Rebecca work out of the Raleigh office, the awards were given out at the Employee Appreciation on September 25th at the Haywood Gym on the Dorothea Dix campus. Fran and Rebecca were chosen by a group of their peers who had previously won the Employee of the Year award.

Fran has been with DFS for approximately 14 years and always represents the Division in a manner that is professional, thoughtful and regulatory appropriate. She is reliable, has a great work ethic, has excellent work attendance, works extra when necessary, is punctual

and works tirelessly in meeting the stressful requirements of a heavy workload. In all of this, she also makes time for those in need of help or guidance.

Rebecca (pictured with Bob Fitzgerald - bottom) has been with DFS for 10 years and has demonstrated an outstanding work ethic and unwavering positive attitude toward both DFS employees and other agencies within the Department. Even though Rebecca is often called upon numerous times to go above and beyond normal duty assignments, she is always eager to help and assist in any way she can to make sure Division computer needs are met.

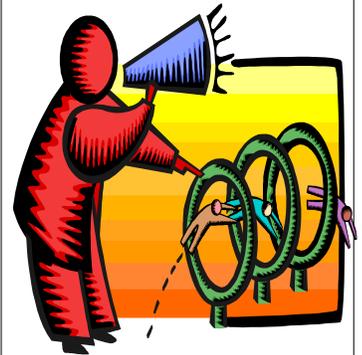
Congratulations to Fran and Rebecca!



PROMOTIONS WITHIN THE DIVISION

There have been promotions within the division since the last edition of the *Newsletter* which we would like to highlight. Congratulations to all and good luck in your new positions!

- Cecilia Boone, previously a Facility Survey Consultant I, was promoted to a Facility Survey Consultant II in the Acute and Home Care Licensure and Certification Section effective June 19th. In her new role, Cecilia will be responsible for leading one of the teams in the section that regulates hospitals and other health care providers.
- Ernie Zapetis, previously a Facility Survey Consultant II in the Nursing Home Licensure and Certification Section was promoted to a Program Development Coordinator in the Adult Care Licensure Section effective June 30th. In his new role, Ernie will be responsible for coordinating Adult Care Licensure training programs for county DSS's and new employees and will also be responsible for issuing and renewing licenses for adult care homes.
- Kenneth Thomas, previously a Facility Survey Consultant I, was promoted to a Facility Survey Consultant II in the Nursing Home Licensure and Certification Section effective September 18th. In his new role, Kenneth will be responsible for leading one of the survey teams in the Nursing Home Licensure and Certification Section in conducting nursing home inspections and complaint investigations.



DFS WELLNESS ACTIVITIES

The Wellness Councils of America have provided the following five essential rules for living a healthy life:

1. **Assess Your Health and Health Risks** to identify areas that need improvement.
(N.C. State Health Plan members can take a personal risk assessment at: www.statehealthplan.state.nc.us)

Non-members can take their risk assessment at: www.fittogethernc.org/HRA.aspx

2. **Pay Attention to What You Eat.** Control portion sizes and caloric intake, eat more fruits and vegetables and less fat (see eatsmartmovemore-enc.com).

3. **Exercise Every Day.**

4. **Protect Your Sleep.**

5. **Quit Smoking.**

Free Blood Pressure Checks are still being offered at the DFS Council Building basement very Monday morning at 10 a.m. Maintenance of normal blood pressure is essential to preventing stroke, heart and kidney disease and other health problems.

Pilates Classes are still being offered in the Haywood Gym on the Dix campus. Pilates is a total body conditioning exercise combining flexibility and strength for women and men of all ages. Paula Nichols with the DFS Construction Section, our Pilates expert, is teaching the class.



DATA MANAGEMENT—FREQUENTLY ASKED QUESTIONS

Question: Why do I get "Login Failed" when I put my password in for email?

Answer: Make sure your CAPS LOCK is not turned on.

Question: Can everyone see my documents in my home directory on H: drive?

Answer: No, only you, your supervisor if requested, and Data Management.

Question: Are documents saved on my C: drive backed up?

Answer: No. Data Management does not have access to your C: drive for backup. If you store documents on C:

drive, you are responsible for backing them up to diskette.

Question: How often do I have to change my Network password?

Answer: Your password for the Network is set to expire every 90 days. It must be at least 6 characters and should be a combination of letters and numbers.

Question: How many grace logins do I get before I have to change my password?

Answer: You have 3 grace logins. It is best to go ahead and change your password when first asked so you don't

risk getting locked out. Even though the network asked if you would like to change your password, you really have no choice. You must change your password to a unique password that you have not used before.

Question: Why can't I see my H: and S: drives sometimes?

Answer: If you have a check in Workstation Only on the login screen, you will not be logged on to the network, therefore you will not see your network drives. Reboot and uncheck Workstation Only before logging in again.

"I sit looking at this damn computer screen all day long, day in and day out, week after week, and think: Man, if I could just find the 'on' switch..." — Zachary Good.

WEDDING BELLS ARE RINGING!

Sandra Tatum and Edward Williams of DFS Administration and DFS Construction Section, respectively, were married on Saturday, September 2nd at the North Carolina State University Arboretum Gardens. A reception was held immediately after the ceremony in a room inside the Arboretum building. Rex Williams with the DFS Construction Section provided excellent country and bluegrass music with his band.....

A wedding shower was held for Sandra and Edward at the DFS Council Building on Wednesday, August 16th. Below is a picture from the event.

Best Wishes to Sandra and Edward!



*"To keep your marriage brimming,
With love in the wedding cup,
Whenever you're wrong, admit it;
Whenever you're right, shut up."*

Happy Summer and Fall from Personnel!

NEW DFS EMPLOYEES

New DFS employees since the last newsletter are listed below:



Adult Care Licensure

Sandra Polanco
Gina Marotta
Hope Forte
Paulette Brock

Construction

Paul Rencibia

EMS

Barbara Chorney
Tom Mitchell
Jeremy Hill
Jeff Peterson

Acute and Home Care Licensure & Certification

Shirley Bunn

Mental Health L&C

Carol Belisle
Kimberly Watkins
Linda Taylor

Nursing Home Licensure & Certification

Pamela Piasek

Health Care Personnel Registry

Lawrencette McSwain

Retirees

Norma Williams, NH Lic & Cert.
Reggie Foster, Construction



PERSONNEL NEWS (CONT'D)

NCFLEX ANNUAL ENROLLMENT PERIOD BEGINS IN OCTOBER!

Between October 2 – November 3, you will have an opportunity to elect or change your NCFLEX benefits for 2007. The effective date of enrollment changes will be January 1, 2007. What's changing for 2007?

- New Dental rates – 4% average increase in dental premiums.
- Vision Plan – increase in benefits, but no increase in premium.
- If you enrolled in the PPO Health Plan, a vision exam is covered. When considering the NCFLEX Spending Account election, please plan carefully as your deductible may have changed if you enrolled in a PPO plan.

PLEASE REMEMBER:

- You must re-enroll in the Health Care Spending Account and the Dependent Day Care Spending Account every year.
- EOI (Evidence of Insurability) is required if you elect more than \$100,000 of Group Term Life Insurance or if you are electing Group Term Life or Cancer Insurance for the first time during the annual enrollment period. It should be submitted at the time you enroll. The company will notify you if the EOI is satisfactory.

Check out the NCFLEX Website: www.ncflex.org

How Do I Access ClaimsPlus Online?

Have you visited the ClaimsPlus Online Reimbursement System? The site allows you to send a question or inquiry and see claims and payment information real-time. To access the site, follow these steps:

- Go to the **Resources** tab in the top banner of this site and click on **Websites**.
- Click on the link under Aon Consulting (Spending Accounts) (www.ncflex.selfservicenow.com).
- Fill in your NCFlex Access Number (your 9-digit social security number) along with your Personal Identification Number (PIN) and click the **Login** button.

You are now ready to navigate the ClaimsPlus system. If you have trouble accessing the ClaimsPlus system online or have additional questions, call the Aon Spending Account Service Center at 1-877-371-2926.

You've Got Mail...

Do you have a Flexible Spending Account (FSA)? If so, do we have your email address? With the FSA ClaimsPlus system, you have the opportunity to provide your email address, and by doing so, you'll receive email notification of your claims and payment status real-time. You also may send a question/inquiry to the ClaimsPlus Service Center online. For those that do not provide an email address, statements will continue to be mailed to you.

To access the ClaimsPlus Online Reimbursement System:

- Go to **Resources** in the top banner of this site and click on **Websites**.
- Click on the link under Aon Consulting (Spending Accounts) and logon.
- Click on **Contact Us**.
- If your email address is already on file, it will be displayed on the screen. If not, provide your email address in the email field and click **Save**.

You also can call the Aon Spending Account Service Center at 1-877-371-2926 if you have questions or wish to provide your email address.

FLU SHOT CLINIC NOVEMBER 6, 2006

As a service to our employees, on behalf of the **Wellness Committee**, we would like to inform you of a Flu Shot Clinic scheduled for November 6, 2006 from 9am to 1pm in the Council Building basement area.

The flu shot will be FREE of charge to employees with a [Blue Cross Blue Shield insurance card](#) and a [photo ID](#).

Watch your emails in October for more information on the clinic and signup sheet!

2006 STATE EMPLOYEES COMBINED CAMPAIGN AND “DON’T FEED THE CROWS”

DFS State Employees Combined Campaign Sets New Record!

By Kathy Larrison, Auditor for the Medical Care Commission

The Division of Facility Services (DFS) participation in the annual State Employees Combined Campaign (SECC) ended Friday, September 29, 2006, after receiving donations in excess of \$26,000; the goal was \$25,000. I thank all DFS employees who gave to the SECC. You, the state employee, serve the citizens of our great state everyday that you report to work. To quote this year’s SECC Chair, Robert L. Powell, NC State Controller, “Your participation in the SECC is ample proof of the compassion and generosity that characterizes state employees and retirees, and I am genuinely proud of our tradition of giving.”

The annual campaign, administered by state employees for state employees, was established by an Executive of the Governor in 1984 to provide you another avenue of service; making much needed donations to charities that have a real presence in North Carolina. The charities apply each year to participate in our SECC. Some of the criteria required for participation are: non-profit status, non-discriminatory, low administrative costs, and a significant presence in NC. If you did not see your favorite charity in the SECC Resource Guide, I encourage you to tell them about our SECC. They can contact the state office in downtown Raleigh at 919-821-2886 to get an application and ask questions. This has been a wonderful experience serving as your DFS SECC Coordinator. I have learned about the campaign with you and hope that you were able to make an informed decision about giving.



DFS Employees Ruth Jolaso, Laurel Callis and Marcus Staley show off their pirate attire after dancing on stage at the Department’s SECC Kick-off on September 7th at Haywood Gym.

McKenzie Cooke with the Office of EMS greets SECC Contributors at the entrance to the Haywood Gym on Sept. 15th as DFS Employees hand in their donation forms in exchange for a meal of barbecue and chicken.



ATTACK OF THE CROWS

Article by Sam Cravotta (aka “Crow Hunter”)

Recently, the Division of facility Services Council Building has been under attack by a marauding horde of Crows and Ravens. The aftermath of their attacks have been evident from Trash Can debris littering the lawn and parking lots in front of the Council Building.

Anyone with a little farming experience (like the Crow Hunter) might be tempted to grab a shot gun and dispatch these litter birds. After all, it is well known that if crows get after your corn, you shoot one and hang it on the fence as an example to scare away the others. But wait!!! This may not be the image that DFS would like to portray to visitors at our front entrance.

More importantly, it has become evident that the prime culprit is not the Crows, at all. After all, they are by nature, scavengers, who will eat anything which is edible. The actual culprit in this case is a series of trash cans, which are poorly covered, or not covered at all (pictured right).

As the picture shows, there are some trash receptacles which are not properly protected from our fine feathered friends. We are working on getting these receptacles emptied more frequently and/or replaced which should help remedy the problem.

In the mean time you may, or may not be asking yourself; **What can I do to help?** Glad you asked. If you have trash containing left over food, **PLEASE DO NOT FEED THE CROWS ! DON’T PUT FOOD IN THE TRASH CANS !**



November 11th, Veterans Day



Veterans' Day (formerly Armistice Day)

November 11, is the anniversary of the Armistice which was signed in the Forest of Compiegne by the Allies and the Germans in 1918, ending World War I, after four years of conflict.

At 5 A.M. on Monday, November 11, 1918 the Germans signed the Armistice, an order was issued for all firing to cease; so the hostilities of the First World War ended. This day began with the laying down of arms, blowing of whistles, impromptu parades, closing of places of business. All over the globe there were many demonstrations; no doubt the world has never before witnessed such rejoicing.

In November of 1919, President Woodrow Wilson issued his Armistice Day proclamation. The last paragraph set the tone for future observances:

To us in America, the reflections of Armistice Day will be filled with solemn pride in the heroism of those who died in the country's service and with gratitude for the victory, both because of the thing from which it has freed us and because of the opportunity it has given America to show her sympathy with peace and justice in the councils of the nation.

Emergency Information

	Problem	Signal	Response
	FIRE	Continuous Ring of Alarm	Quickly close office windows & Doors Use nearest/most accessible exit - DO NOT TAKE THE ELEVATOR Evacuate the building immediately
	TORNADO	Intercom Announcement or 3 Short Rings	Exit office, closing doors Go to pre-determined area - DO NOT TAKE THE ELEVATOR <i>On Dix Campus (from the steam plant whistle):</i> 3 Four Second Blasts - indicates a Tornado Warning Tornado has been sighted in the area 6 One Second Blasts - indicates Tornado Watch Conditions are right for a tornado
	BOMB THREAT	Intercom Announcement or Continuous Ring Alarm	Evacuate the building immediately - Check your immediate area for for anything suspicious - Take keys & purse Use nearest/most accessible exit - DO NOT TAKE THE ELEVATOR Leave doors open
	MEDICAL EMERGENCY		Call 911
	FIRE EXTINGUISHER INSTRUCTIONS		P - Pull the ring pin A - Aim the extinguisher at the base of the fire S - Squeeze the trigger handle S - Sweep from side to side

NOTE: Instructions are also on each fire extinguisher



Recipes

Great Burgers!



This is a recipe Jeff Horton has meticulously developed (yeah right...) over the past few years. These burgers are low fat, relatively low in sodium and taste GREAT! Hope you enjoy!

Ingredients:

- 1 1/2 lbs. of 93% lean ground beef;
- 1/4 cup ketchup;
- 1/4 cup Heinz 57 or similar steak sauce;
- 1 tsp. black pepper; and
- 1 bottle Mrs. Dash Herb and Garlic seasoning.

Directions:

- Mix ground beef, ketchup, Heinz 57 and pepper together in mixing bowl.
- Form a ball of meat about the size of a baseball and flatten into a hamburger patty. With 1 1/2 lbs. of meat you should be able to get about 6 or 7 patties, which is about 1/4 lb/patty.
- **Thoroughly** coat both sides of each patty with the Mrs. Dash Herb and Garlic seasoning.
- **Before** lighting up your grill, spray the grill surface with non-stick coating which will keep the burgers from sticking on the grill making them easier to turn.
- Cook the burgers over low heat, turning over as needed, until done and for cheeseburgers, add the cheese to the burgers while still on the grill, preferable about 2 –3 minutes before removing them.
- Dress your hamburger bun per your tastes but these patties go really well with mustard, onions, tomatoes and ketchup.

Sweet Potato Casserole Recipe

Ingredients:

- 3 large sweet potatoes
- 1 cup sugar
- 2 eggs
- 1 stick butter, softened
- 1 teaspoon vanilla extract
- ***Crunch Topping***
- 1/3 cup melted butter
- 1/3 cup flour
- 1 cup brown sugar
- 1 cup chopped pecans
- 1 tablespoon cinnamon



Directions:

Boil or bake potatoes until tender. Remove skins when cooled. Put into a large bowl and whip them until fluffy. Add remaining ingredients. Pour into a greased casserole and top with the Crunch Topping. Bake at 350°F for 45 minutes.

*If baking sweet potatoes in oven wash & pat dry - spray each potato with Pam, when potatoes are cooked the potato skin will come off very easy.

DFS Newsletter Committee

Sandra Tatum, Division Office
 Reggie Foster, Construction
 Wendy Williams, Adult Care
 Doris Kester, Personnel
 Kelli Fisk, Medical Facility Planning
 Jeff Horton, Division Office

Lou Morton, Complaint Intake Unit
 Joan Byrd, Data Management
 Jessica Trembly, Office of EMS
 Rebecca Barefoot, Data Management
 Rebecca Buck, HCPR Section
 Doug Barrick, Adult Care Licensure