



## SECC 2009

In the current climate it is easy to get discouraged. Our neighbors, friends and sometimes our own families have been hit with the loss of a job, the loss of the family home or the loss of the dream of a leisurely retirement. Witnessing this we can get bogged down by fear. From there it is easy to give up, throw up our hands and do nothing.

You might be wondering at this point, what, if anything, this has to do with the SECC. The SECC was founded on the notion that we CAN make a difference. The notion that it is within our power to affect the environment. The first step in the direction of affecting the environment is to make the decision to DO SOMETHING. While it is good to realize that these are difficult times, it is equally as important to remember that we have the capability and capacity to affect change even in difficult times.

The theme for the SECC campaign this year was Be the One. If you haven't seen the video go to the SECC website at [www.azsecc.org](http://www.azsecc.org). The theme song for the video, Be the One, plays when you open the web page. The song explains that everyone is basically doing the best they can, so it is important to lend a hand and let other people know that you understand it isn't always easy. The ADOA SECC team did a great job getting that message out to ADOA employees this year.

The final SECC numbers aren't in yet but I want you to know that we have met our mission. Our mission was to offer each person the opportunity to help. Our mission was to remind employees that they CAN do something about SOMETHING. Some employees decided to give monetarily, others decided to volunteer and still others decided to reengage in the social niceties that get dropped when stress levels get too high, like saying a warm good morning, picking up an unnoticed dropped paper for a coworker or holding the elevator for someone a few steps behind.

On behalf of the SECC and the hundreds of families that will be impacted by your generosity - Thank You. Thank you for all you do to improve circumstances in your own life and in the lives of the people around you, in your families, at work and in the community in which you live.

YOU'RE THE  ONE.

## News & Views

A newsletter for employees of the Arizona Department of Administration created by employees. We welcome your comments and suggestions.

ADOA  
100 N. 15th Avenue  
Phoenix, AZ 85007  
(602) 542-1500

**Jan Brewer**  
*Governor*

**David Raber**  
*Interim Director*

**Contributing Staff:**  
**Debby Dominguez**  
*Editor*

**Tom Huckabay**  
*GSD*

**Theresa Cartwright**  
*Risk Mgmt.*

**Toni Towne**  
*MSD*

**Jan Hart**  
*SPO*

**Susan Lehr**  
*Design*

**Lorinda Frost**  
*HRD*

**Connie Wheeler**  
*MSD*

**Kathe Cochran**  
*CAP PD*

**Mercy Dominguez**  
*ISD*

**Cindy Womack**  
*ISD*

**Yvette Medina**  
*TPO*

**Cheryl Wilcox**  
*GAO*

Available in alternative formats. Contact:  
Debby Dominguez  
at (602) 542-0062

# The Director's

# Corner



Interim Director  
David Raber

**D**on't you all love this time of year? The long, hot summer has finally succumbed to the "Arizona desert's version of Fall" – nice, sunny, pleasant days and cool, crisp nights. This time of year reminds me that we have something to look forward to: at least six months of great weather and of course, the holiday season just around the corner!

Fall is also our time to give back by donating to the State Employee Charitable Campaign. I hope that all of you were given an opportunity to contribute to this important cause. In addition, Fall is the time for our Annual ADOA Employee Recognition Awards Event. I am really looking forward to attending this on November 19<sup>th</sup> and hope to see all of you there. In these difficult budgetary times when we are continually being asked to do more with less, it is more important than ever to recognize employees going above and beyond the call of duty. It's also important to pause and celebrate our many successes as individuals and as an agency.

Like you, my thoughts are on our State's economy and the ever-worsening State Government Budget. A Special Session of the Legislature is being planned where the Governor and Legislators will be forced to make more difficult decisions. I hope that all of you were able to read our response to the exercise of documenting the impacts of another budget cut – 15% of our total agency budget. We made it clear in our response that ADOA cannot sustain another cut of this magnitude without dire impacts to the services that we provide other agencies and state employees. Unfortunately, I cannot guarantee that we will not be asked to make additional sacrifices.

With all of that said, I choose to remain optimistic about our future. The U.S. economy is showing early signs that we may be pulling out of this deep recession. Many Legislators are beginning to entertain the idea of increasing the State's revenue through temporary tax and fee increases. What I find amazing in all of this chaos is the daily effort that I see from our ADOA employees. You continually strive to provide excellent customer service and look for innovative ways to reinvent the way that we do business as an agency. I find your hard work and resiliency inspirational.

With sincere gratitude,

*David Raber*

# CAUSE FOR APPLAUSE

ADOA's *Cause for Applause* instant recognition program allows you to recognize fellow employees on-the-spot for doing a job beyond expectations. The program minimizes procedures and maximizes immediate feedback. *Cause for Applause* certificates are available through your division coordinator or electronic copies are available on your local area network.

ADOA has other programs too. **Take A Bow** acknowledges employees who retire from State service; **Encore** recognizes employees who celebrate a milestone anniversary beginning at their 5<sup>th</sup> year, then every 5 years thereafter. Divisions also hold celebrations to recognize **Employee and Team of the Quarter** recipients.



## July, August, September Milestones

### Five years

**RMD** Rhoda Gutsche, Irma Mendoza  
**HRD** Kimberly Adams, Tony Gottlob, Wendy Walther  
**ISD** Lori Boak, Maria Hall, John Harrell, Belinda Peng  
**GAO** Jenifer Espinoza, Marla Grossman  
**SPO** Elizabeth Casteel, Scott Geiger

### Ten years

**GSD** William Faulkner, Irma Lopez, Esna Medrano, Alex Soto  
**RMD** Arlita Campbell  
**ISD** Rosemary Alcocer  
**SPO** James Scarboro

### Fifteen years

**RMD** Susan Fajardo  
**ISD** Richard Holleran  
**GSD** Ventura Rodriguez  
**CapPD** Danita Earby

### Twenty years

**GSD** Raymond Harmon  
**HRD** Anna Villa  
**SPO** Ruth Johnston

### Twenty-five years

**GAO** Jennifer Verhelst  
**HRD** Rosa Aguilar  
**GSD** Virgil Compton  
**RMD** Marsha Gaffney

### Thirty years

**GSD** Barbara Pipkin  
**MSD** Gonzalo Ortiz



## Mark Your Calendar

**Toastmasters Meetings -**  
**Every Tuesday at noon in room 303**



## October

- 5th** World Teachers Day
- 12th** Columbus Day Holiday - office closed
- 31st** Halloween



## November

- 3rd** U.S. Election Day
- 11th** Veterans Day Holiday - office closed
- 19th** ADOA Annual Recognition Awards
- 26th** Thanksgiving Holiday - office closed



## December

- 1st** Rosa Parks Day
- 7th** Pearl Harbor Day
- 9th** ADOA Holiday Celebration
- 25th** Christmas Day Holiday - office closed



## January 2010

- 1st** New Years Day Holiday - office closed
- 18th** Martin Luther King/Civil Rights Day - office closed



# Cause for Applause Recipients

## July

HR	ISD	GSD	Risk	SPO
Brachel Gonzales	Kelly Gieselman	Clara Youngberg	Sue Prindle	Stacy Ingalls
	Tanja Schmitt		Sharon Buckley	Lucy A Mandelhom Couch
	Josefina Olivas		Cindy Rushin	Connie Ickes
	Dhyan Hatton		Penny King	
	Angie Bailey		Janet Valdez	
	Khala Walker			
	Matt DeClue			
	Jared Clark			
	Milton Loeb			
	Matthew Wozniak			

## August

HR	ISD
Candee Samora	Rebecca Watson
	Howard Richardson
	Angie Bailey
	Jeremy McCown
	Heather Page-Farlow
	Tony Wilcox



## September

Benefits	HR	ISD	MSD	SPO
Marcia Jarvis	Jim Harris	George Waselus	Alison Markow	John Redhorse
	JP Chalarca	Jeremy McCown	Tatyana Shevnina	Christine Fruitman



# GAO FY09



# 80'S THANK YOU EVENT

On August 20<sup>th</sup>, GAO held a totally 80's Year End Thank You Event hosted by RAMBO. CHILLINGAO staff revived the 80's with BIG or crimped hair, fluorescent outfits and gnarly 80's dishes like Hamburger Helper.

The awards were totally tubular! David Raber, Interim Head Honcho of ADOA, recognized Clark Partridge for 20 years of service to the max! David Raber's message included well wishes-o-rama from THEE Head Honcho, Governor Jan Brewer. A gaggle (get it, "Flock of Seagulls", instead of Geese) of GAO employees were recognized for their years of service too! Other awards included:

## Employee of the Quarter

Amy Aeppli

Joanna Greenaway, Mike Smarik and Amy Aeppli



## Team of the Quarter

GAAP Group

Cody Johnson, Michael Kallaur, Ron Santa Cruz, Chris Freitag and Evan Chang

## Supervisor of the Year

Tracey Cappuccio

Mike Smarik, Tracey Cappuccio



## Employee of the Year

Paul Ruwald

Angela Dillard and Paul Ruwald

## Team of the Year Projects Group

Shannon Landis, Amy Aeppli, Jennifer Verhelst and Yesenia Mejia, missing Joanna Greenaway

Continued on Page 6

RAMBO AWARDS are like for sure totally awesome. Stu Wilbur's radical 80's brain contributed fabulous commentary on these awards. Amy Aeppli was recognized for, "Can save a site, one page at a time". Here's what Stu wrote:

"Keeping the GAO website infrastructure from falling apart is no easy job. Amy Aeppli expertly handled the onslaught of casualties that occurred during the GAO website redesign campaign that has since come to be known as the "GAO website massacre of '09". Shadowy insurgents continually fire bombed the site by replacing good code with bad causing valuable updates to be lost. Amy adjusted her facemask, prepped her surgical Dreamweaver tool, and went to work with the vision of keeping the GAO site alive. Like a skilled trauma surgeon, Amy persistently patched up the GAO site one page at a time carefully connecting veins and arteries once obliterated. When the GAO website looks back and remembers the time it almost died, it sends an email to Amy just saying "thanks"."



Congratulations to Amy Aeppli AND Marla Grossman on their RAMBO AWARD. GAO is majorly stoked to have Stu Wilbur's bodacious talents, he's like for sure not lame.



As another fiscal year came to an end, GAO celebrated a job well done! And to all of our totally awesome GAO employees a BIG . . .

# THANK YOU!



## Toastmasters Speech Contest Award Winner

We would like to congratulate Khala Walker (ISD) on wining 2nd Place in the Toastmasters Paiute 1 Area Speech Evaluation contest. She is currently the president of AZ You Like It Toastmasters club that meets every Tuesday at the Department of Administration.

49<sup>th</sup> Legislature – 1<sup>st</sup> Regular Session

Implementation Items – ADOA

**HB 2001 (state monuments; repair fund; purpose) – Effective September 30, 2009**

HB 2001 Stipulates that monies deposited into the State Monument and Memorial Repair Fund by the proponents are to be used for repairs to their specific monument or memorial.

Requires ADOA to separately account for monies dedicated to a specific monument or memorial as follows:

- ♦ Monies that are donated for the benefit of a specific monument or memorial.
- ♦ Monies derived from fundraising activities collected for a specific monument or memorial.
- ♦ Monies deposited by the proponents for a specific monument or memorial.

The bill also requires the Bill of Rights Commemorative Monument to be completed and dedicated to the State on or before December 31, 2013.

**HB 2118 (ASRS; LTD amendments)**

HB 2118 clarifies the current Retiree Accumulated Sick Leave (RASL) process as follows by requiring, in order to be eligible for a RASL payment, that an employee or officer:

- ♦ Must establish an effective retirement date that is within 31 days after termination of employment.
- ♦ Must elect defined retirement benefits within 31 days after termination of employment.
- ♦ Must have non-forfeited sick leave time available for use at the time of termination.

HB 2118 also enables an employee or officer to receive a RASL payment in a lump sum at the discretion of GAO.

The bill additionally exempts the Arizona State Retirement System (ASRS) Director and all staff employed by the Director from the State Personnel Administration and Personnel Board provisions and the state compensation limitations.

**HB 2281 (appropriations for named claimants)**

HB 2281 appropriates \$255,778.25 to ADOA for the payment of outstanding claims made against state agencies from July 1, 2004 to June 30, 2007.

**SB 1020 (enduring freedom memorial; public monies) – Effective September 30, 2009**

SB 1020 allows for monies in the Veterans' Donation Fund to be used for the design or construction of the Enduring Freedom Memorial and requires the Bill of Rights Commemorative Monument to be completed and dedicated to the State on or before December 31, 2013.

**SB 1048 (emergency telecommunications services; administrative costs) – Effective September 30, 2009**

SB 1048 increases, from 3% to 5%, the amount from the monies deposited annually in the Emergency Telecommunications Services Revolving Fund that may be used for necessary or appropriate administrative costs or fees for consultant services.

**SB 1091 (amendments; election law) – Effective September 30, 2009**

SB 1091 transfers the Arizona State Library, Archives and Public Records (ASLAPR) to the direction of the Secretary of State (SOS), rather than the Legislature. In doing so, the bill:

- ♦ Exempts, except as otherwise provided by law, employees of the SOS from the personnel board and personnel administration.
- ♦ Exempts purchases and contracts for goods and services entered into by the ASLAPR from the Arizona Procurement Code.
- ♦ Specifies current SOS employees subject to the personnel administration and personnel board continue to be subject on the effective date of this act.
- ♦ Requires the Arizona Department of Administration to sell or lease to the highest and best bidder at a public auction held for that purpose the state property located at 14 N. 18<sup>th</sup> Avenue, Phoenix, Arizona.
- ♦ Requires the sale or lease to include the building and appurtenant land, personal property and other improvements required for the operation of the property.
- ♦ Specifies the property is subject to two current independent appraisals and an independent title search before the property is offered for sale.

*Continue on page 8*

*Continue from page 7*

- ◆ Requires the sale or lease of the property to begin as soon as possible after the effective date of this act and to be completed before July 1, 2010.
- ◆ Specifies the sale or lease is subject to review by the Joint Committee on Capital Review.
- ◆ Requires all proceeds from the sale or lease to be deposited in the capital outlay stabilization fund.
- ◆ Allows the SOS to purchase a voice over internet protocol system for use by the SOS to replace the existing telephone system.
- ◆ Specifies that the rental payment for using space under the jurisdiction of Legislative Council, the Speaker of the House of Representatives or the President of the Senate does not apply if the space used is primarily being used by ASLAPR for statutory purposes.

**SB 1169 (vehicle impoundment; administrative towing fee) – Effective September 30, 2009**

SB 1169 establishes the Capitol Police Administrative Towing Fund and provides that administrative charges collected must be deposited into the Fund, retroactive to December 31, 2007.

**SB 1314 (custodial and janitorial services; transfer) – Effective September 30, 2009**

SB 1314 mandates that ADOA transfer all monies received in FY 2009-2010 for the purpose of providing custodial and janitorial services for state owned and state leased buildings to each budget unit occupying a state owned and state leased building. The bill also:

- ◆ Specifies that ADOA must determine the amount of money to transfer to the budget units based on the proportional square footage of state owned or state leased space occupied.
- ◆ Stipulates that the monies appropriated to the budget units in FY 2009-2010 are for the purpose of hiring current or former state employees to provide custodial and janitorial services in state owned or state leased buildings.

SB 1314 also requires ADOA to submit a report to the Director of the Joint Legislative Budget Committee by the 15<sup>th</sup> of each month containing the amount of monies transferred during the previous month to provide custodial and janitorial services.

*Continue on page 9*

---

## *Benefits Open Enrollment and Wedding Bells*

The 2009 Open Enrollment and Benefit Expos got off to a great start. The Benefit Services Division (BSD) received over 1,000 e-mails daily, 150 walk-ins, and answered over 10,000 calls regarding benefit issues. Open Enrollment (including subsequent months) is one of the busiest times of the year for BSD.

Due to procurement delays, we had to enroll retirees and actives simultaneously. The BSD team kept remarkable pace with the unusually high volume of inquiries, enrollment applications, and data entry -- maintaining grace, professionalism, and smiles all the way. Way to go team!

Also during this time, BSD was honored to be witnesses to team member Amy Kenney's nuptials to Michael Hudson. The ceremony took place on the Capitol grounds during a picturesque sunset attended by fellow team members, family, and friends. Phil Hamilton conducted the ceremony and a reception dinner was held shortly thereafter. Amy, now Amy Kenney-Hudson, said she was delighted at the support shown by her many co-workers. Congratulations to Amy and Michael! We wish you many happy years together!!

**49th Legislature – 3<sup>rd</sup> Special Session**

**Implementation Items – ADOA**

**HB 2006 (general appropriations; fiscal year 2009-2010) - Effective immediately**

HB 2006 requires a reduction in State full-time equivalent employees. On or before February 1, 2010, the number of full-time equivalent employees for every general fund supported agency, board, commission or other entity of this state shall be reduced by five per cent. To meet this requirement, an agency, board, commission or other entity may not reduce the hours of or furlough any employee. The reduction may only be made through reduction of positions. Additionally, each agency shall report on how the reduction was accomplished to JLBC on or before June 1, 2010.

**HB 2008 (general government; budget reconciliation) – Effective November 24, 2009**

HB 2008 increases the personnel pro rate charge within the Personnel Board from 1.07% to 1.10% of payroll and directs the increase to be deposited in a separate subaccount of the personnel division fund to be used for the operations of the Personnel Board, effective retroactively to June 30, 2009.

The bill additionally:

- ◆ Repeals ADOA's authority to enter into a lease-purchase agreement for the design and construction of a state emergency operations center.
- ◆ Prohibits state agencies from adopting rules that result in monetary or regulatory cost increases to other agencies, political subdivisions, or Arizona citizens in FY 2009-10 except as authorized by the Governor after January 22, 2009, to implement or comply with the FY 2009-10 state budget or ARRA or to eliminate archaic or illegal rules.
- ◆ Requires state agencies to report on use of ARRA funds and allows for the electronic submission of those reports, effective retroactively to September 30, 2009.
- ◆ Authorizes state agency directors to implement reductions in covered employee work hours to comply with mandated fiscal year 2009-10 state General Fund appropriation reductions.
- ◆ Specifies that procedures for implementing reductions will be prescribed by the Director ADOA and exempts the Director from rule making requirements.
- ◆ Requires state agencies to submit reports on wireless equipment usage and cost, including the usage by health and safety positions to JCCR.
- ◆ Requires ADOA to allow vendors to demonstrate the availability and savings associated with Business Intelligence software and stipulates that ADOA shall enter into contracts with those vendors only if the vendors agree to receive payment through savings realized from the software.
- ◆ Requires ADOA to quantify all savings from state agency use of Business Intelligence software and to report those savings annually to the JLBC and JLAC.

**HB 2009 (assets; budget reconciliation) – Effective November 24, 2009**

HB 2009 requires ADOA to sell the Agriculture Lab located at 2422 W. Holly in Phoenix and specifies that two independent appraisals and an independent title search must be conducted prior to the property's sale.

The sale of the state property must be completed prior to July 1, 2010, and the sale is subject to review by JCCR.

The two trailers located on the property are excluded from the sale and all proceeds from the sale of the property are to be deposited into the state General Fund.

### **HB 2010 (criminal justice; budget reconciliation) – Effective November 24, 2009**

HB 2010 requires ADOA to enter into a lease purchase agreement for the state's prisons or other state owned facilities by June 30, 2010. The agreement must result in net available proceeds of \$735,419,300 million in the General Fund, be for a fixed term of up to 20 years, and the initial payment shall be due in FY 2010-11. Net available proceeds of the lease-purchase agreements shall not be more than \$250 million by December 31, 2009. ADOA may use any state owned facility as collateral and to transfer interest in any other state owned facility in the lease purchase finance agreements.

The bill also requires ADOA to issue an RFI before October 1, 2009 to identify the feasibility of a concession agreement that would allow a private vendor to operate a prison facility. The RFP must be submitted to JCCR for review.

ADOA must also issue an RFP for a concession agreement that would allow private vendors to operate one or more prison facilities other than the prison complex at Yuma. The RFP must be submitted to JCCR by April 1, 2010 for review. The terms must include the cost efficiency savings to be equally divided between the state and the private vendor, and result in an annual cost efficiency savings to the state.

### **HB 2013 (health and welfare; budget reconciliation) – Effective November 24, 2009**

HB 2013 requires ADOA, for the purposes of state employee health insurance to define *dependent* as a spouse, a child under the age of nineteen, or a child under the age of twenty-three who is a full-time student retroactive to September 30, 2009.

The bill also stipulates that the ADOA shall not implement a differentiated health insurance premium based on the integrated or nonintegrated status of a health insurance plan available to state employees.



## **Arizona's Online Procurement Portal**

The State Procurement Office is busy these days working with Periscope Holdings, Inc. to develop the new online procurement system that will serve all state agencies and members of the Arizona State Purchasing Cooperative. Cooperative members include political subdivisions and non-profit providers of education and/or health care.

State agency staff and cooperative members were given the opportunity to come up with a name for the new system. Cooperative member, Steve Ellis, from Maricopa Integrated Health System came up with the winning entry, ProcureAZ.

Phase I came on line on September 1. It includes vendor registration, solicitation development, issuance and receipt, member set up, contract migration from SPIRIT, and online shopping from state contracts.

Phase II is now in the planning stages. The objectives of this phase will bring the rollout of the eProcurement functionality to state agencies using ProcureAZ including entering requisitions, informal quotes, solicitation management, purchase orders, receiving, and interface to AFIS, the state's accounting system.

You can check out ProcureAZ at "procure.az.gov". Updates on the development of ProcureAZ can be found on SPO's website at:

[http://azdoa.gov/agencies/spo/info\\_azprocure.asp](http://azdoa.gov/agencies/spo/info_azprocure.asp).



## *Did You Know?*



- . . . the number of state employees decreased to 33,236 – the lowest level in the past decade and a decrease of 8.8% from last year . . .*
- . . . nearly 82% of employees in the ADOA Human Resources System are covered by the state merit system . . .*
- . . . Arizona still ranks 49th in the nation when comparing total payroll to the state’s population, and no other Western state has a lower payroll than Arizona when compared to the state’s population. . .*
- . . . the state’s workforce has a similar ethnic diversity when compared to the available labor force within Arizona . . .*
- . . . minorities comprise 41% of the employees in the ADOA Human Resources system . . .*
- . . . females comprise 55% of the workforce in the ADOA Human Resources system . . .*
- . . . the separation rate for covered employees increased to 15.6% . . .*
- . . . separation rates are highest for employees with four or less years of state service. . .*
- . . . the average age of employees was 45.6 years . . .*
- . . . the average length of service was 9.6 years . . .*
- . . . nearly 75% of the state agencies are expected to have over 25% of their active workforce eligible to retire in the next five years . . .*
- . . . the State spent an estimated \$47.9 million as a result of turnover . . .*
- . . . state employee salaries are estimated to be 9.5% behind the market . . .*
- . . . turnover rates remain higher than most other employers . . .*

*For additional information, please review both reports, available on the Human Resources home page ([www.hr.state.az.us](http://www.hr.state.az.us)) on the “Publications & Reports” link.*

# Capitol Mall Monument Tour

## Arizona Peace Officer Memorial

The Arizona Peace Officer Memorial honors all Arizona law enforcement officers who have died in the line of duty.

The memorial was dedicated on May 20, 1988. Located on the east side of Wesley Bolin Plaza, the memorial is an 11-foot statue of an old-time peace officer standing on a star-shaped granite base that measures 9 feet across and 5 feet high. The statue of the officer appears to be reflecting on the loss of his fellow officers. There were initially 186 officer names carved into the base, with additional space left for future losses. In the 20 years following its dedication, 91 names have been added to the memorial.

Each year, on the first Monday in May, the Arizona Peace Officers Memorial Board honors the officers that have made the ultimate sacrifice.



Tiny Tots



Benjamin Anthony Reed  
Born May 13, 2009  
Son of Jennifer Reed,  
Risk Management

## Meet Yvette Medina from TPO

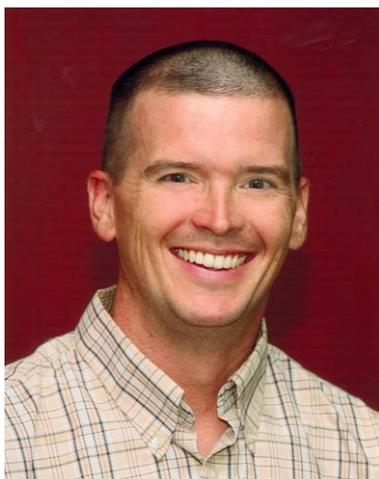
The Telecommunications Program Office is pleased to introduce **Yvette Medina**. Yvette began with the State in May 2005 working for the Joint Legislative Budget Committee. Yvette joined the TPO Team in December 2007 as Executive Assistant to TPO Director, Pat Mah. Yvette keeps the TPO flowing and on track. Her happy, bright face greets you when you enter Suite 481.

Yvette and her husband Manuel, both native Phoenicians, have been married 16 years and have two boys. When her husband joined the Navy, they moved to San Diego. Living just two blocks from the beach, you can only imagine where they spent most of their free time. In 2002, the Navy moved the Medina family from the sunny beaches of southern California to Everett, Washington where snow welcomed them upon their arrival. In 2005, Yvette and her husband decided to move back “home” to Phoenix to be closer to family.

In her time away from the TPO, Yvette is busy keeping up with her sons Lorenzo and Emilio. She is involved with their PTSA, Cub Scouts, Soccer, and Religious Education. Yvette also is a Pampered Chef Consultant and baker. She loves spending her time with her husband and boys. Their favorite family activity is going on a great Road Trip and enjoying the Arizona scenery!



**Paul Ruwald** has been an AFIS liaison for GAO since November of 2007. Paul was born in Chicago, Illinois. Paul, his parents, Richard and Virginia and siblings, Tom and Jim, moved to Adams, Wisconsin when he was 4. He graduated from Adams-Friendship High School then joined the Navy in 1991. During his service, Paul was stationed on an air craft carrier, The USS Kitty Hawk, and served 6 months in Iraq. In 1994 Paul left the Navy and headed to ASU. He met his wife Katie while studying for a degree in Business Management. Katie and Paul have been married for 13 years and have 3 children, Joseph 8, Nathan 5, and Virginia 2.



After transferring to Tucson, San Francisco and Milwaukee with his previous employer Paul decided to go back to school and get another degree in Accounting. After graduation, Paul and Katie decided to move back to Phoenix to bring the kids closer to their grandparents (and for the FREE babysitting).

Paul is a martial arts enthusiast who currently has a black belt in Tae Kwon do and practices Judo. He enjoys martial arts, movies, books and competitions, especially the UFC. In his free time Paul also enjoys running, reading, and spending time playing with the kids.

## Get to Know Paul Ruwald from the GAO

# Employee Recognition



## MSD Team of the Quarter - Payroll Office

MSD announces the Payroll Office as its Team of the Quarter. **Teckla Passon**, Payroll Manager and **Portia Kearns**, Administrative Assistant III are the only two staffers in the office to take care of our ADOA payroll. They ensure that all time sheets and adjustments are entered timely and accurately. Both Teckla and Portia will work late when needed to ensure all employees receive their pay. They keep good communications with payroll coordinators so that there will not be a breakdown in processing payroll or other paperwork. They do a wonderful job in assisting current/former employees in answering questions about their paychecks, leave balances or annual payoff, accrual rates, tax withholdings, bus cards and even the retirement process.



Teckla Passon, Joe Whitmer and Portia Kearns

Even working short staffed, Teckla and Portia continue to receive outstanding marks on their VOC surveys. They also managed to keep their error rate lower than normal for this past quarter. This is all done with a friendly smile. Teckla and Portia have been amazing and their attitude remains positive. Thanks to the Payroll Office for their hard work each and everyday...YOU GO GIRLS!

## Clara Youngberg



## GSD's Employee of the Quarter

GSD is proud to announce **Clara Youngberg** as GSD Employee of the Quarter.

As the Assistant Project Manager for Construction Services, Clara processes and reviews construction related documents, assists the Project Managers in writing professional services, reviews pay requests, updates construction schedules and is responsible for overseeing many other essential tasks.

Clara grew up in New York City and Long Island where she received her Bachelor of Arts degree in Business. She has lived and worked in Germany, California, Washington DC, Georgia, Florida, Upstate New York and now Arizona.

In addition to the Employee of the Quarter, Clara has received many other accolades including, but not limited to, the 2007 Director's Recognition Award, the 2007 Director's Excellence Award and Team of the Quarter on the State Health Lab Project. Before receiving the Employee of the Quarter, Clara had been nominated for the award on three separate occasions and in her words, started to "feel like the Susan Lucci of the Employee of the Quarter Nominations". Luckily, the fourth time was the charm.

Congratulations Clara! We're proud to have you as one of our star performers.

# Employee Recognition



## ISD's Employee of the Quarter - Khala Walker

**Khala Walker** is an exceptional employee and has gone to great lengths this quarter to help out her co-workers and ISD. With the retirement of one co-worker, and our primary accounts payable person had to leave the office, Khala stepped in and performed all duties. Not only was the Fiscal Year coming to an end, but there was also a lot of setup for the next Fiscal Year.

Khala still found time for her normal activities, such as Fixed Assets, AZNet billing, reconciliation and financial projections, which were also completed in a timely manner.

Khala always has a positive attitude and steps up when her co-workers need help!

ISD would like to congratulate Khala on an outstanding job!



## Applications Development

### ISD's Team of the Quarter

The Application Development Team has made phenomenal progress as a group in the past year. In addition to challenges presented with the separation of the Development and Support groups, the group has been able to pull together to accomplish many outstanding milestones.

Under Kiran's guidance, the team had developed and implemented a Software Development Lifecycle (SDLC) that allows for controlled development and implementation of software applications. This standardization of the development cycle has led to outstanding customer service, improved documentation and selection of the group to lead the development and tracking of the Statewide stimulus and American Recovery and Reinvestment Act funds for the State of Arizona.

Additionally, the Application Development group has been quick to respond and leads the way in implementing internal management tools such as Remedy and Clarity. They have been used as the test group for time tracking, billing and project management and their participation in those pilots allowed ISD to collect valuable feedback prior to production rollout.

ISD would like to Congratulate Kiran, Terri, Buck, Karen, Husain and Josh for an outstanding job!



Team members presented certificates by Patrick Quain:  
Husain Ali, Josh Thornes, Karen Hendryx and Kiran Chinnagannagari  
Not pictured: Terri Gerron and Buck Forst

# Employee Recognition



## Annette Butler RISK Management's Employee of the Quarter

Annette Butler is every manager's "Dream Employee." As our business manager, she is a self-starter who does not need to be reminded or prodded to execute regularly occurring tasks. Her work is thorough and accurate. She has an amazing command of computer databases and leaves me in awe of how she magically produces any query I might ask for. She is extremely supportive of the entire team, and is aware of how critical each person is in the circle of our work. She is unfailingly kind and courteous to customers. The OHS team can always count on her knowledge and professionalism to keep us moving.



## Ron Pietryzk MSD's Employee of the Quarter

MSD is pleased to announce their employee of the quarter, **Ron Pietryzk**. Ron has been a state employee for 22 years. In his 22 years, he worked one year for the Arizona Industrial Commission as a supervisor for their Special Services section. He remembers the late Evan Mecham being Governor at the time when he was hired. He was born in Chicago but grew up in northern Wisconsin in a small town called Rhineland. In 1985 he decided to leave the "Frozen Tundra" and moved to Phoenix.

Ron is a dedicated employee that joined MSD-Accounting Unit six years ago as the Fixed Asset Accountant. Ron manages all capital assets and inventories owned by ADOA through the AFIS and/or BarScan system. He has the impossible task of making sure that all 8,538 capital and non-capital can be located as reported. And instead of using 5 days to add or dispose assets in AFIS as targeted, he completes that task in an average of 2.7 days. Ron understands the importance of accuracy of the inventory as well as his customers and works diligently to improve his ways of doing inventory and the process to be more efficient.

Ron faces challenging issues on a regular basis and tackles the matters in a professional and timely manner. His goal is to account for all fixed assets and to one day conduct inventory only once a year instead of twice. He is close to accomplishing this enormous goal. Without Ron, fixed assets would not have progressed as smoothly as it has. Thank you Ron!



# Employee Recognition



## AzGU Transition Team HRD's Team of the Quarter

Human Resources would like to congratulate the AzGU Transition Team for being selected as the Team of the 4th quarter.

This dedicated team transformed the AzGU into the Arizona Learning Center in just four months. The team worked tirelessly by:

- ♦ converting over 2.7 million records from STARS to HRIS
  - ♦ creating a new logo and website including an email site
  - ♦ modifying the application to meet customers' needs
  - ♦ establishing new tracking reports
  - ♦ creating user guides and training modules
  - ♦ providing hands-on training for Power Users
- **Team Members:** Kimberly Adams, Jim Harris, Jennifer Bowling, Leslie Biava, Stefanie Munsey, Connie Magallanes, Jim Spielman, Rebecca Steele, David Montoya, Mary Robinson, Terri Bradford, Tony Gottlob, Thomas Szewczyk, Matt DeClue (ISD), Josh Thornes (ISD), John Sheller



### Kimberly Adams

### HRD's Employee of the Quarter

*Kimberly Adams was awarded the Human Resources employee of the 4th quarter. Kimberly's management of the HRIS Employee Training Solution (ETS) was instrumental in the success of the transition from STARS. Her coordination, innovation, negotiating skills and support for customer needs showed stellar work ethics that made her an easy choice for employee of the quarter. Congratulations Kimberly!*





# PEOPLE ON THE MOVE



Division	Welcome	Good-bye, Good Luck
Human Resources	<ul style="list-style-type: none"> <li>• Robert Waddell - transferred from ADOT</li> </ul>	<ul style="list-style-type: none"> <li>• M. W. Askey - left state service</li> <li>• Kellie Brown - left state service</li> <li>• JP Chalarca, left state service</li> <li>• Saubrabh Dikshit - left state service</li> <li>• Nancy Gomez - transferred to ADOT</li> <li>• Laura Krause - transferred to ADOC</li> <li>• Gana LaPaglia - transferred to ADOC</li> <li>• Melissa Montenegro - left state service</li> <li>• Omar Ordonez - left state service</li> <li>• Mannie Ramirez - left state service</li> <li>• Linda Rose - left state service</li> <li>• Jennifer Whitten - left state service</li> <li>• Donna Yucupicio - left state service</li> </ul>
General Accounting		<ul style="list-style-type: none"> <li>• Jenifer Espinoza - left state service</li> <li>• John Ware - retired</li> </ul>
Information Services	<ul style="list-style-type: none"> <li>• Alejandro Aguilar - new hire</li> </ul>	<ul style="list-style-type: none"> <li>• Beau Batchlor - left state service</li> <li>• Scott Burzynski - left state service</li> <li>• Sylvia Castro - retired</li> <li>• Margaret Johnson - left state service</li> <li>• Jeannie Lovell - left state service</li> <li>• Irene Martinez - left state service</li> <li>• Marilu Montano - left state service</li> <li>• Rob Salanski - left state service</li> <li>• Della Sampson - left state service</li> <li>• Harry Wickramasekera - left state service</li> </ul>
Director's Office		<ul style="list-style-type: none"> <li>• Kathy Zatari - left state service</li> </ul>
State Procurement		<ul style="list-style-type: none"> <li>• Valerie Bailey - transferred to DHS</li> <li>• Diane Gray - retired</li> <li>• Terrance Scott - deceased</li> <li>• Ling Wong - left state service</li> </ul>
Capitol Police		<ul style="list-style-type: none"> <li>• Steve Bold - transferred to DEMA</li> <li>• Michelle Madson - left state service</li> <li>• Beth Anne Marrs - left state service</li> </ul>
Benefits		<ul style="list-style-type: none"> <li>• Stephen Lent - left state service</li> <li>• Julie Olander - left state service</li> <li>• Patricia Pomeroy - left state service</li> </ul>
TPO		<ul style="list-style-type: none"> <li>• Christopher Horton - left state service</li> <li>• Timothy McKeen - left state service</li> </ul>
Risk Management	<ul style="list-style-type: none"> <li>• David Shipley - new hire</li> </ul>	<ul style="list-style-type: none"> <li>• Alan Bickel - left state service</li> <li>• Kristin Oster - left state service</li> </ul>
Management Services		<ul style="list-style-type: none"> <li>• Dawn Green - left state service</li> <li>• David Schmoyer - left state service</li> <li>• Derek Vigil - left state service</li> </ul>
General Services		<ul style="list-style-type: none"> <li>• Virgil Compton - retired</li> </ul>