



The Torch

The official newsletter for Indiana state employees

New Parent Leave helping families grow – together

Celebrating a new addition to the family is always a joyous occasion, but for two state employees the recent births of new children proved to be just a bit more special thanks to the state’s New Parent Leave (NPL) policy that took effect Jan. 1.

The program was enacted via an executive order from Gov. Eric Holcomb late last year and allows full time state employees (in permanent positions) to take up to 150 hours of paid leave to celebrate a new birth or adoption.

Uniquely, part-time employees may also be approved for up to 75 hours of leave. In both cases, workers must have accrued at least six months of uninterrupted employment with the state.

The goal, the governor said, is creating stronger families – without

the worry of job loss or the stress of wondering how to pay the bills that could accompany unpaid childcare leave.

That paid time away from work, as anyone who has taken it is likely to say, is priceless.

“I got to learn the ropes of becoming a new parent and the fun, joy and stress of raising a newborn,” reflected Ashley Jones, a family case manager supervisor for the Indiana Department of Child Services, on the birth of her first child, Raylan. “We spent most of our time at home, getting to know each other and getting on a schedule. We did begin to venture out into the world so he would get used to being out in the community for shopping trips, dinner and spending time with other family members.”

(Continued on page 2)

In this issue

- 4** Public Health Open House event
- 6** Tips from the IRS to avoid tax scams
- 7** On My Way Pre-K program expansion
- 8** INDOT ‘Trash Bash!’ ushers in spring cleaning
- 9** April is Sexual Assault Awareness Month

The Torch is published monthly by the Indiana State Personnel Department and is available online at in.gov/spd/2540.htm.

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Complete your Go365 health assessment by Saturday, March 31, and get 250 extra points! | Details: **Page 10**

REGISTRATION IS NOW OPEN for the 2018 Run The State Hike & 5k Series! | Details: **Page 11**

(Continued from page 1)

New Parent Leave helping families grow — together

Ashley, 27, said the time off from her job allowed her to bond with her newborn son, which was particularly important as her husband Gavin was only able to take a week of leave from his job.

“It was beneficial that I was able to take paid time off in a longer time frame,” Ashley said.

Raylan arrived shortly after midnight Jan. 6, comfortably coming into the world well after the enactment of the new policy. The uncertain timeline of Raylan’s arrival, however, led to a bit of anxiety for the Jones family as the holiday season gave way to the new year. Had the baby boy been born before Jan. 1, Ashley wouldn’t have been eligible for NPL.

Thankfully, navigating the NPL approval process was a snap for Ashley.

“The process was easy for me, and efficient,” Ashley said.

Beyond that, Ashley’s time with Raylan was free from the worries of work, allowing the first-time mother and her baby boy to develop a strong bond from the outset.

Based in Lafayette, Ashley’s job involves directing and supervising a DCS team committed to the safety and protection of Hoosier children. Ashley said one of her work missions is to “promote, maintain, and model working relationships with staff, clients and partners that are inclusive, respectful and adhere to the vision, mission and core values of the Department.” Balancing those duties with motherhood is certainly no easy

task, but the young family is happily managing and has perhaps grown closer than they might have had the NPL not been put into place.

And with Raylan nearing 3-months-old, a well-timed vacation may be on the Jones family’s itinerary, allowing for even more opportunities to celebrate parenthood and the joy of raising a child.

“[NPL] afforded me the opportunity to save up and not use my vacation days so that I will be able to take vacation time in the near future and spend time with my growing family,” Ashley said.

Approximately three months since its debut, the NPL program has quickly taken root and is already paying positive dividends for state employees and their families.

As of late March, more than 140 employees had been approved for NPL, though not all had utilized the entire allotment of available leave. Employees approved for NPL must use the entire allotted amount within six months of the child’s birth or adoption placement. Otherwise, the time is forfeited.

Employee data shows that, by and large, the leave was taken to welcome the birth of a new child, though a small number of families celebrated adoption placements.

Many new fathers were able to make use of the leave as well as the policy allows the spouse of an expectant mother to take the same amount of paid leave. If both parents are state employees – and are approved for NPL – the couple could take as

much as three and a half consecutive weeks away from work to celebrate their child’s arrival together through NPL alone. Vacation and other accrued time-off isn’t used, allowing



Raylan Jones was born to DCS Family Case Manager Supervisor Ashley Jones and her husband Gavin on Jan. 6. Ashley said she was able to bond with her new baby during her paid leave time thanks to the state’s New Parent Leave policy that took effect Jan. 1.

a little more flexibility in making future family plans.

The hoped-for result of the NPL is closer-knit families who bond with their children and set them on the path to success later in life. It is also intended to “increase morale and engagement” among state employees, Holcomb said, continuing the state’s mission of building “a diverse, highly-skilled, and professional workforce.”

(Continued on page 3)

(Continued from page 2)

New Parent Leave helping families grow — together

“It is an objective of the State of Indiana, as an employer, to facilitate opportunities to enrich both the workplace and families,” Gov. Holcomb said via an official proclamation in December.

Based on the experiences of Dirk and Sarah McDowell, it appears that goal is being met.

Dirk’s experiences with NPL were similar to Ashley’s, though he and his wife have a bit more parenting experience.

Already a father of 2-year-old twin boys (Camden and Noah), the 29-year-old working leader in the Indiana Department of Workforce Development (DWD) Benefits Accuracy Measurement Unit and Sarah welcomed little Kay McDowell Jan. 11.

The ability to take time off from his duties in overseeing several important aspects of unemployment insurance claims helped the family bond, Dirk said, and the McDowell’s boys were able to gain an appreciation of their baby sister by spending ample time with their parents.

As expected, some of that acceptance might have come at the older brothers’ chagrin.

“I think my twin boys finally came to realize between themselves, ‘I think this baby is staying for good,’ Dirk joked. “And they seemed to be okay with it.”

Dirk said taking NPL ensured he could tend to baby Kay’s needs while mom took care of Camden and Noah

— and vice versa. Either way, Kay’s big brothers never felt left out.

“It was good that both parents were able to be home,” Dirk said. “The boys could still get plenty of attention from their mommy with me helping with baby Kay.”

There was plenty of daddy-daughter time, too, and Dirk said some of his favorite moments involved relaxing with the family’s new bundle of joy.

“My favorite thing was just simply sitting on the couch with my little girl sleeping on my chest,” Dirk said. “She seemed to love daddy’s heartbeat and warmth. It was a good bonding activity I could share with baby Kay and was a great way to start off this new parenting journey!”

Like Ashley Jones, Dirk said he felt the process of being approved for

NPL was relatively simple.

“I found the New Parent Leave process to be a breeze,” Dirk said. “It was not time-consuming and was rather stress-free, I would say.”

Dirk’s assessment appears to mirror what Jennifer Peschke, State Personnel Department Benefits Manager, has heard from others who have been approved for the leave.

Jennifer was part of the team that set out to put in place a leave program that met the governor’s vision, and the result hasn’t disappointed. The benefits manager commented that the reception has been “overall, very positive.” She emphasized that the NPL helps employees by not cutting into accrued sick, vacation or personal time that otherwise would be used to cover these absences.

Signing up is handled through the PeopleSoft Self Service system, and employees have the option of adding the new child to their benefits at the time they request NPL, making for a relatively seamless benefits process. Enrolling the child automatically generates an email to the SPD Benefits team. But the heart of the program remains building a sturdily happy foundation — at home and on the job. That’s a matter in-line with the state’s emphasis on creating a proper balance between work and home.

“It’s another bank of time for families to spend together away from work,” Jennifer said.

For more about the New Parent Leave program, visit in.gov/spd/2738.htm.

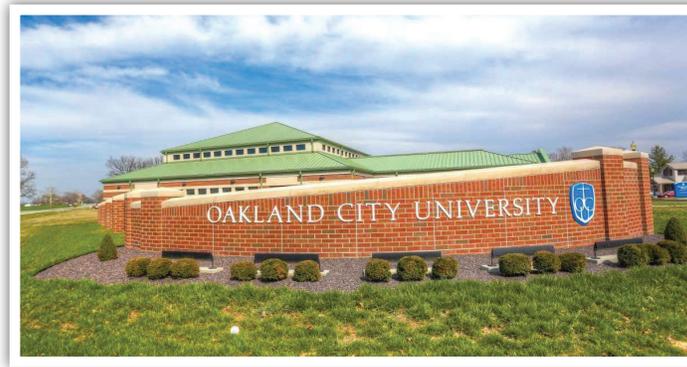
- Story by Brent Brown, INSPD Communications



Dirk and Sarah McDowell welcomed their first daughter, Kay, Jan. 11. Dirk was able to make use of the state’s New Parent Leave policy in order to spend more time with his new baby, wife and their twin sons, Camden and Noah.

Oakland City University offers \$1,000 tuition discount for online classes

The Oakland City University (OCU) Partner Discount program was created to assist working adult students as well as students who are members of organizations who serve our community. This discount for state employees is posted on the Employee Discounts page and offers a \$1,000 tuition discount for online classes.



Online classes are offered every five weeks for undergrad courses and every eight weeks for graduate programs. You can take one class at a time, so it's easy to focus. Log in at anytime, anywhere you have access to the internet.

Programs offered online at OCU:

- B.S Business Administration – Management or Human Resources and Criminal Justice
- B.A.S – Operations Management
- Master of Business Administration – M.B.A (Healthcare Management specialization option)

- Master of Science in Strategic Management – M.S.S.M (Logistics, Quality Systems, or Criminal Justice Administration specialization option)

If you have questions about signing up for classes at OCU, contact Daniel DiMeglio, Vice

President of Corporate Outreach by email at partner@oak.edu or call (812) 213-7337.

You can learn more about what OCU has to offer at partner.oak.edu and get started by clicking “I Am A Student”.

Visit the Public Health Open House event

Join the Indiana State Department of Health (ISDH) and become part of a growing movement to make Hoosiers healthier. April 2 to 8 is National Public Health Week, and ISDH is celebrating with a **Public Health Open House from 10 a.m. to 2 p.m. Thursday, April 5, in the Government Center South Atrium.**

Everyone deserves the opportunity to live a long, healthy life free from preventable disease and injury. Learn how ISDH works to keep Hoosiers safe and healthy, and watch for an appearance by a special four-legged guest!

What's happening at the open house?

- See a demo of the new Liv pregnancy and the Women,

Infants and Children apps.

- Get information on diet, nutrition and exercise; chronic disease; smoking cessation; lead and healthy homes; public health performance management; and more.
- Register your child's immunization record with MyVaxIndiana.
- Tour the Emergency Preparedness Mobile Hospital and Mobile Command Center (Orr Plaza).
- Visit the Vital Records Pop-Up shop to obtain copies of birth and death certificates.
- The cost for each birth certificate is \$10. Additional copies are \$4 each.

- Death certificates will also be available for \$8 each.
- The requestor must have exact change or a check made payable to the Indiana State Department of Health, as well as their state-issued driver's license when applying for certificates. Please complete the appropriate application in advance:
 - [Birth Record](#)
 - [Death Record](#)
- The process could take 10-15 minutes from start to finish, and you could walk away with your documents in hand.

Share something you enjoyed at the open house on social media using #INGoodHealth. See you there!

Let's Talk Money at INPRS Presents: Money Talks



Are you just starting your career? Or maybe you're two years away from retirement? Either way, there is something for you at **INPRS Presents: Money Talks!** Come hear

from INPRS on a number of topics:

- Who is INPRS?
- Investing Terms You Should Know
- The Two Parts to Your Retirement Plan
- Maximizing Money in Your Budget

You will also have the opportunity to sign up for a 20-minute one-on-one counseling session as well as a retirement application training.

INPRS Presents: Money Talks is taking place from 10:30 a.m. to 3:30 p.m. Friday, April 13, in the conference rooms of the Indiana Government Center – South.

Registration is not required.

[Click here](#) for the schedule of events.

INPRS Presents: Money Talks has something for everyone, no matter where you are in your career. Eight different organizations will be there to help you prepare for retirement. Learn about budgeting, additional sources of retirement income and so much more!

For more information, contact Tamika Williams by email at twilliams3@inprs.in.gov.

We hope to see you there!

Register for Pre-Retirement Planning Seminar

If you are serious about retiring from state employment, register now for the upcoming Pre-Retirement Seminar, sponsored by the Indiana State Personnel Department (INSPD). This day-long workshop is 8:30 a.m. to 4:30 p.m. on April 25 in the IGC-S Auditorium. An hour break for lunch is also included. The second and final session is planned for October 10, if you cannot attend in April.

This program is designed to assist state employees with advance retirement planning by providing information useful in making informed decisions. The recommendation is for an employee to take this training if he/she are planning to retire within the next year. A sound retirement requires careful planning involving numerous topics, including:

- Public Employees' Retirement Fund

- Social Security information and options
- Insurance—options for both life and health insurance
- Benefits obtainable through Social Security and Medicare
- Hoosier S.T.A.R.T. – pros and cons of different types of investments for future retirement security.
- Key elements in estate planning, including: last will and testament, living will, health care authorization, durable power of attorney and death taxes.
- The Indiana Long-Term Care Program as an element of retirement planning.

This workshop is free of charge. Employees may attend the seminar one (1) time in their career as a State of Indiana employee* Your supervisor's approval is required to

attend. PeopleSoft automatically sends the supervisor an email asking him/her to approve your enrollment in this seminar. Neither travel time, mileage, nor vehicle allowance is paid/allowed.

- [Click here for registration instructions](#)

Your spouse is welcome to attend, but registration is not necessary if he/she is not a state employee. Registration is required to attend and seating is limited. Reserve your seat today by self-enrolling into the seminar. Please note: your spot is not reserved until your supervisor approves.

Questions may be directed to INSPD Learning & Development at spdtraining@spd.in.gov

** Should employees choose to attend additional sessions of this seminar, they are expected to use their own appropriate accrued leave time.*

Tips from the IRS to avoid tax scams

Benjamin Franklin is often quoted as saying, “in this world, nothing can be said to be certain, except death and taxes... and tax scams.”

Well, he never actually mentioned tax scams, but, unfortunately, they have become just about as certain. As Americans file their returns this tax season, cybercriminals are looking to make some money. Here are some of the common schemes:

1. Filing a fake tax return.

Cyber criminals gather information on individuals from security breaches, phishing, and other scams. They use that information to file a phony tax return with the IRS. Most of these individuals find out they’ve been victimized when they go to file their return only to have it rejected by the IRS.

2. **Phishing messages** stating a new copy of your tax information is available. These emails often impersonate a government comptroller or IT departments. They might include a link to a phishing website that uses your organization’s logo and the email might even have the right signature line. Workers attempt to login to the fake site and give up their login name and password and perhaps other information.

3. Another favorite technique used by criminals during the tax season is to send **phishing messages to targeted individuals** requesting copies of W-2 forms. The phishing message

usually impersonates someone powerful in the organization asking for the information.

4. **Finally, tax fraudsters impersonate the IRS, Indiana’s Department of Revenue,** and other tax officials to threaten taxpayers with penalties if they do not make an immediate payment.

To be prepared, **the IRS will not:**

- Initiate contact about payment with taxpayers by phone, email, text messages, or social media *without sending an official letter in the mail first.*
- Call to demand immediate payment over the phone using a specific payment method such as a debit/credit card, a prepaid card, a gift card, or a wire transfer.
- Threaten to immediately notify local police or other law-enforcement agencies to have you arrested for not paying.
- Demand that you pay taxes without giving you the opportunity to question or appeal the amount you owe.

Follow these tips to help minimize the chances of becoming a tax scam victim:

- File your taxes as soon as you can... before the scammers can do so.
- Dismiss phone calls, emails, and websites that try to get your information, or pressure you to make a payment. If

something seems suspicious, contact the organization through a known method, like their publicly posted customer service line.

- Ignore emails and texts asking for personal or tax information.
- Be cautious as to whom you provide your information, including your Social Security number and date of birth.
- Don’t click on unknown links or links from unsolicited messages from the IRS or other government organization.

The IRS encourages taxpayers to send suspicious emails related to tax fraud to its phishing@irs.gov email account or to call the IRS at 800-908-4490. More information about tax scams is available on the IRS website and in the IRS Dirty Dozen list of tax scams.



Artwork by
Jerry Williams

On My Way Pre-K program has expanded to families in 20 counties for next school year



Indiana's Office of Early Childhood and Out-of-School Learning (OECOSL) is now accepting applications from families in 20 counties who may be eligible for grants for their children to receive high-quality, prekindergarten education through the On My Way Pre-K program for the 2018/2019 school year. The pilot program was expanded in 2017 from five to 20 counties to provide the benefits of early childhood education to more Hoosier children from low-income families.

In addition to the five counties where On My Way Pre-K has been available since 2015 (Allen, Jackson, Lake, Marion and Vanderburgh) the program will be available for the 2018/19 school year in Bartholomew, DeKalb, Delaware, Elkhart, Floyd, Grant, Harrison, Howard, Kosciusko, Madison, Marshall, Monroe, St. Joseph, Tippecanoe and Vigo Counties. Families residing in these 20 counties must meet the following eligibility criteria to apply:

- The family must have an income below [127 percent of the federal poverty level](#).
- Their child must be 4 years

old by August 1, 2018, and starting kindergarten in the 2019/2020 school year.

- Parents/guardians in the household must be working, going to school or attending job training.

Links to electronic applications, in English and Spanish, and a printable paper application, are available at www.OnMyWayPreK.org.

Once the family has met eligibility requirements and has been awarded a grant for their child, they may choose from any of the eligible, enrolled On My Way Pre-K programs in their county. Families can search approved providers at www.ChildCareFinder.IN.gov. OECOSL has enrolled 504 On My Way Pre-K providers in the 20 pilot counties, and the application process for new providers is ongoing. In order to qualify, a program must be top-ranked at level 3 or level 4 in Paths to QUALITY or be accredited by an approved national or regional accrediting body ([Click here for details on provider eligibility](#)).

Approved pre-K programs may be located in a public or private school, licensed child care center, licensed home or registered ministry as long as that program meets the quality requirements and is registered as an On My Way Pre-K Provider. Families may choose from a program that is full-day or part-day, as well as from programs that end with the school year or continue through the summer.

Families who need help finding an approved pre-K program can also call 1-800-299-1627 for assistance from an early learning referral specialist.

More than 5,000 Hoosier children have attended preschool through a grant from the On My Way Pre-K program since it began in 2015. OECOSL continues to partner with Purdue University on a longitudinal study of children who have participated in the pilot program in an attempt to measure their success. OECOSL also updates the Indiana General Assembly every year on the program. [The most recent report can be found here](#).

On My Way Pre-K is Indiana's first state-funded prekindergarten program, which was approved as a five-county pilot by the Indiana General Assembly in 2014, and expanded to a 20-county pilot by the General Assembly in 2017. For more information, visit www.OnMyWayPreK.org.

The Office of Early Childhood and Out-of-School Learning is a division of the Indiana Family and Social Services Administration (FSSA).

News Media Contact Information:

Name: Marni Lemons

Phone: 317.234.5287

Email: Marni.Lemons@fssa.IN.gov

Families may call 1-800-299-1627 for assistance from an early learning referral specialist or for other questions about On My Way Pre-K.

INDOT 'Trash Bash!' ushers in spring cleaning



The Indiana Department of Transportation's (INDOT) annual "Trash Bash!" will take place Friday, April 13 through Sunday, April 15.

Trash Bash! brings INDOT crews together with volunteers to beautify the state's roadside areas by cleaning trash and debris. On average, INDOT invests about \$4.3 million and more than 60,000 labor hours to pick up litter on state highways each year.

On April 13, INDOT maintenance staff across the state will direct their focus toward litter collection on roads with high-traffic volume; interstates and divided highways.

INDOT urges individuals, organizations, businesses and active Adopt-a-Highway groups to join maintenance staff on two-lane roads with lower traffic volume anytime between Friday, April 13, and Sunday, April 15.

To be part of Trash Bash!, contact INDOT customer service at 1-855-463-6848 or by email at indot@indot.in.gov. Volunteers will be connected with an INDOT Trash Bash! coordinator to receive:

- An assigned cleanup location
- A briefing on roadside safety

- Safety vests (to be worn at all times)
- Trash bags

All trash bagged by volunteers will be collected and disposed of by INDOT crews.

"Whether volunteers are interested in helping with one mile or 10 miles, INDOT welcomes the help of Hoosiers in making our roads look their best," INDOT Commissioner Joe McGuinness said. "Please consider partnering with INDOT to make this a record-breaking statewide beautification effort."

While Trash Bash! is an annual, three-day event, INDOT offers opportunities for Hoosiers to help keep roadside areas clean year-round. The **Adopt-a-Highway** and **Sponsor-a-Highway** programs are great opportunities for volunteering or for community service projects, and offer a highly visible option for showcasing your business or non-profit group.

Motorists are reminded to look out for work crews and volunteers along Indiana highways. When drivers encounter a work crew, they should slow down, be alert for changing traffic patterns, and always avoid distractions such as cell phones while driving.

Join the State of Indiana 500 Festival team!



It's not too late to sign up for the OneAmerica 500 Festival Mini-Marathon & Finish Line 500 Festival 5k. Join the State of Indiana team as we participate in the Employee Wellness Challenge!

[Register online](#) for the Mini-Marathon for \$65 or the 5k for \$30 from now until April 30, 2018, and receive a discounted entry with the Employee Wellness Challenge by selecting the State of Indiana team as your group name at registration.

If you've already registered, e-mail bpawelak@500festival.com to be added to the State's team and get refunded the difference between the discount rate and what you paid.

Earn Go365 points!

Complete the Mini-Marathon and get 500 points, or the 5k and get 250 points! After your race, submit photo proof of your race results or of your race bib to Go365, and get rewarded accordingly.

April is Sexual Assault Awareness Month

April is Sexual Assault Awareness Month (SAAM) in the United States, during which organizations raise awareness about sexual violence and how to prevent it. This year is the 17th annual observation of Sexual Assault Awareness Month with the theme “Embrace Your Voice,” aimed at informing individuals how they can use their words to promote safety, respect, and equality to stop sexual violence before it happens. While

first victimization, and 30 percent were between the ages of 11 and 17. In Indiana, 16.4 percent of females in grades 9-12 report forced intercourse. Though these numbers are striking, it is widely believed that they are significantly underreported.

In 1994, Congress passed the Violence Against Women Act, which established the Rape Prevention and Education (RPE)

program at the Centers for Disease Control and Prevention (CDC). The goal of the RPE program is to strengthen sexual violence primary prevention efforts at the national, state and local level. In Indiana, the

evidence when planning, implementing and evaluating prevention programs;

- Incorporating behavior and social change theories into prevention programs;
- Using population-based surveillance to inform program decisions and monitor trends;
- Evaluating prevention efforts and using the results to improve future program plans (CDC, 2013).

Many resources are available to help end sexual violence or assist survivors. Indiana has a new sexual assault coalition, the [Indiana Coalition to End Sexual Assault \(ICESA\)](#). ICESA’s mission is to empower Indiana communities to prevent sexual assault and serve those impacted by it through comprehensive training, advocacy, increased public awareness and coordinated sexual assault services.

Many Indiana communities have local assistance for prevention and support services for sexual violence. ICESA provides a [comprehensive listing of sexual violence resources in Indiana](#). OWH also provides a listing of [sexual violence primary prevention strategies and practice resources](#).

Nationally, the Rape, Abuse & Incest National Network (RAINN) offers an [online hotline to support survivors](#), as well as a telephone hotline- **1-800-656-HOPE (4673)**. [Notalone.gov](#) also offers many national and local resources for those seeking resources and services.



one month is not enough to solve the serious and widespread issue of sexual violence, the attention this observance generates is an opportunity to energize and expand prevention efforts.

Sexual violence occurs in both men and women regardless of race, ethnicity, sexual orientation, gender identity or socioeconomic status. It can impact survivors, loved ones and communities emotionally, physically and financially. Research suggests that one in five women will experience rape at some point in their lives. Nationally, 12.3 percent of women were age 10 or younger at the time of their

RPE program is housed in the Office of Women’s Health (OWH) at the Indiana State Department of Health.

Primary prevention is the cornerstone of the RPE program. [Indiana’s RPE program](#) activities are guided by a set of prevention principles that include:

- Preventing first-time perpetration and victimization;
- Reducing modifiable risk factors while enhancing protective factors associated with sexual violence perpetration and victimization;
- Using the best available

Complete the Go365 Health Assessment by March 31 and receive an additional 250 points!

Completing the Go365 Health Assessment is a simple step you can take to evaluate your overall health habits through Go365. The confidential assessment helps identify health risks and gives you the opportunity to create a plan to address potential risks.

The assessment focuses on six key areas: **Get Active, Eat Better, Reduce Stress, Be Well, Stay Healthy,** and **Know Me.** The assessment does not need to be completed in one sitting.

Completing the Health Assessment in Go365 can earn you up to 1,250 points – a substantial number of points toward achieving **Silver Status** to qualify for the 2018 Wellness Consumer Driven Health Plan (CDHP).

Members who complete the Health Assessment prior to March 31 will receive an extra 250 points. And because extra points add up, we recommend completing this quick step as early as possible!

Your Health Assessment, along with a biometric screening, are used to calculate your Go365 age, which determines if you are living older or younger than your actual age based on a variety of factors. This information can offer insight into your current lifestyle habits, and can be helpful in reaching your health and wellness goals.

For more information, or to get started on your Health Assessment, visit Go365.com.

Revoking your tobacco agreement only takes a minute

During Open Enrollment, employees electing medical benefits were offered the 2018 Non-Tobacco Use Agreement. This incentive is also offered to newly hired employees enrolling in medical benefits and can be accepted or declined. If accepted, this agreement is a year-long contract with the State in which employees abstain from the use of any tobacco products in exchange for a \$35 reduction in their bi-weekly medical premium. If you accepted this agreement and continue to use tobacco products, your job is at risk.

Every employee who accepted the Non-Tobacco Use Agreement agreed to random tobacco testing and could be selected at any point throughout the year. Testing dates and locations are not disclosed in advance and any employee who tests positive could be terminated. Tobacco and nicotine products are addicting and the habit is very

difficult to give up. If you have tried to quit, but continue to use tobacco products, you must immediately revoke your agreement in PeopleSoft.

To revoke your Non-Tobacco Use Agreement, login to PeopleSoft HR and click: **Self Service > Benefits > Revoke Non-Tobacco Use Agreement.** Then follow the prompts to submit the request to revoke your agreement. **Once your revocation request has been submitted, there is no option to cancel.** If you need assistance revoking your Non-Tobacco Use Agreement, please contact the Indiana State Personnel Department – Benefits Division at (317) 232-1167 or toll-free at (877) 248-0007.

Once your request to revoke the agreement is submitted and approved, an increase of \$35 is applied to your bi-weekly medical

insurance premiums. Also, any previously discounted premiums for the plan year in which you received the \$35 incentive are collected, but your employment is secure. Below are some resources to assist you in becoming tobacco-free:

- Indiana Tobacco Quitline at 1-800-QUIT-NOW (1-800-784-8669).
- Go365 also offers an online self-management tool to help you quit smoking. Access Go365 and click Activities > Education > View Details under Calculators > Courses > Living Free: Quitting Smoking. Points for any course are awarded only if it is associated with one of your active goals.
- As an employee of the State, visit anthemeap.com and enter State of Indiana to login or call (800) 223-7723.

Registration is now open for the 2018 Run the State 5k and Hike Series!

RUN THE STATE

5K AND HIKE

SERIES

- APRIL 28** INDIANA DUNES STATE PARK 5K
- JUNE 30** HARMONIE STATE PARK HIKE
- JULY 14** OUABACHE STATE PARK 5K
- JULY 28** CLIFTY FALLS STATE PARK HIKE
- AUGUST 11** FORT HARRISON STATE PARK 5K



Invest In Your Health Indiana, along with our partners at Go365 and the Indiana Department of Natural Resources, are excited to host the 2018 Run The State 5K & Hike series. Employees and their dependents enrolled in Go365 are invited to attend these morning events and spend the rest of the day enjoying Indiana's state parks. Each Go365 member participating in a 5k or hike earns 250 points within the program.

There is no cost to register, but participants are required to pay \$7 per vehicle at the gate for park entrance. T-shirt pick up and check-in is from 7:15 a.m. to 8:15 a.m.

local time the day of the 5k. For hikes, t-shirt pick up and check-in starts 30 minutes before the beginning of the scheduled hike.

[Click below to register:](#)

5K

HIKE

[Sign up for email updates](#) about the Run The State 5k & Hike Series.

Check out the [Dunes promo video](#) with footage from the 2017 5k!

Visit the [5k and Hike Series page](#) on the Invest in Your Health website for additional information.

5k Schedule

Indiana Dunes State Park
Chesterton (Porter County)
Sat., April 28, 2018, 8:30 a.m.

Ouabache State Park
Bluffton (Wells County)
Sat., July 14, 2018, 8:30 a.m.

Fort Harrison State Park
Indianapolis (Marion County)
Sat., August 11, 2018
8:30 a.m. and 10:30 a.m.

Hike Schedule

Harmonie State Park
New Harmony (Posey County)
Sat., June 30, 8:30 a.m.

Clifty Falls State Park
Madison (Jefferson County)
Sat., July 28, 8:30 a.m.

New policy regarding Dependent Eligibility Verification Audits effective April 1

The State of Indiana periodically requires documentation to verify the eligibility of dependents enrolled on the State Employee medical, dental and/or vision plans. The Dependent Eligibility Verification Audit (DEVA) helps guarantee consistent application of eligibility requirements within our

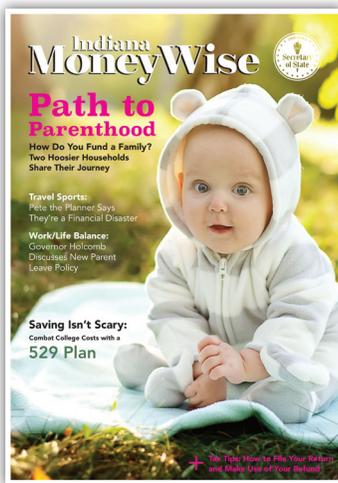
health plans. Additionally, ineligible dependents that use our health plans create higher costs for those that are eligible.

Effective **April 1, 2018** a policy has been established for Dependent Eligibility Verification Audits. For the full scope of this new policy

and to understand employee and employer responsibilities and procedures please read the policy in its entirety. [Read the new policy.](#)

Questions on the new policy may be directed to the Indiana State Personnel Benefits Hotline at 877-248-0007.

Indiana Moneywise spring E-magazine is live!



The spring issue of Indiana MoneyWise's e-magazine is focused on family. Ever wonder "how do people afford a child?" Indiana MoneyWise interviewed two families on their journey to becoming parents and the financial responsibilities that involves.

The e-magazine will enlighten you on options for saving for your child's college through CollegeChoice 529 Plans and

giving purpose to your tax refund. This edition also includes hard-lined thoughts from Pete the Planner on why he thinks travel sports are a financial disaster.

>> [View the spring e-magazine](#)

Indiana MoneyWise is a publication of the office of Indiana Secretary of State Connie Lawson. It was developed to provide Hoosiers with timely tips and information on smart money management skills to be financially fit and wise investors.

Education in Early Indiana now open at the Indiana Archives

Education in Early Indiana is a new exhibit that focuses on the development of education and its impact on the State's people. Drawn largely from the Indiana Archives' newly acquired collections from Vincennes University, this exhibition showcases the many factors that helped shape Indiana's educational system. The exhibit includes fascinating books from Indiana's first public libraries such as the Vincennes Library Company.

Other items of note in the exhibit include the Clark Land Grant and Plat Book, the Archives' oldest surviving government record, a rare copy of an 1816 Constitutional Convention Journal, the 1851 Constitution, and a rare map of Vincennes, Indiana from 1804.



Education in Early Indiana is open until July 31, 2018 in the Indiana Archives Reading Room and is free and open to the public.

Did you know you
may qualify for a

NO COST FILING

for state and federal
taxes?

Indiana Department
of Revenue

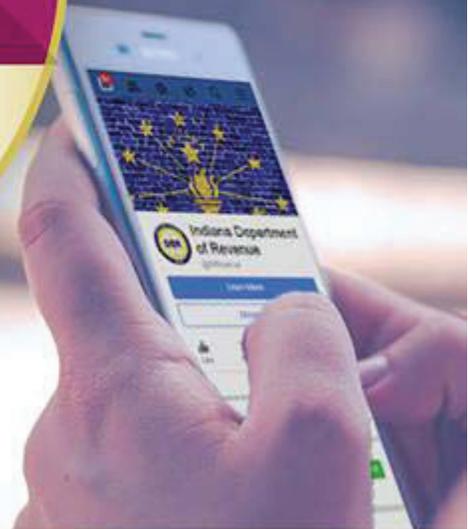
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2018 Employee Assistance Program wellness webinar calendar



View the webinars on demand — anytime, anywhere. Submit a question and receive a response via email. Questions are logged in a FAQ section so you have the ability to browse and learn from the questions of others.

	Monthly theme	Monthly webinar title	Webinar description Join us for these introductory webinars on work-life topics.
JAN	Free yourself Becoming organized and clutter-free	Everything in Its Place: Getting Organized Available on demand starting Jan 16	When we are not organized, we waste precious time and create chaos in our lives. Minimize the stress and maximize the tranquility that comes from putting everything in its place.
FEB	BFF Being your own best friend	Self-Care: Remaining Resilient Available on demand starting Feb 20	Learn to identify ongoing symptoms of stress and how to find a healthier approach to the demands of work and home.
MAR	Staying on track Budgeting and personal finances	Your Routine Financial Checkup Available on demand starting Mar 20	Examine your finances from a variety of perspectives, and review and prioritize all of your debts as you explore your assets.
APR	Keep it kind Creating positive interactions	Maintaining Respect and Civility in the Workplace Available on demand starting Apr 17	Identify methods to assertively address inappropriate conduct within the workplace to promote a healthy work environment.
MAY	Life 101 Basic skills of adulthood	DIY: Apps and Guides for Household Management Available on demand starting May 15	Get a helpful overview of key household management items, as well as links to guides and apps to help you keep track of it all.
JUN	Rise up! Reducing sedentary behavior	Improve Your Health With Proper Ergonomics and Frequent Movement Available on demand starting Jun 19	Research has found that a sedentary lifestyle is just as or more harmful than smoking. But we can impact this by incorporating frequent movement into our lives!
JUL	Grocery run Making sense of nutritional information	Eating Your Way to Wellness Available on demand starting Jul 17	This session focuses on the USDA's MyPlate with tips and resources on how to eat your way to better and long-lasting health.
AUG	Ages & stages The new developmental milestones	Technology and Keeping Your Kids Safe Available on demand starting Aug 21	The seminar touches on the risks facing children online. You'll learn helpful tips, from where to locate the computer in the home to available parental computer monitoring programs.
SEP	GPS! Charting a course to reach your goals	Creating a Personal Development Plan Available on demand starting Sep 18	Participate in this session to understand effective goal setting and identify potential obstacles that can create barriers to reaching your goals.
OCT	Bounce back Recovering from stressful situations	A Personal Guide to Building Resiliency and Coping With Change Available on demand starting Oct 16	It's not what happens to us but how we respond to what is happening to us. This seminar will empower you to become more resilient.
NOV	Talking together Family conversations about aging	Caring for Aging Relatives Available on demand starting Nov 20	Older relatives may require more care than family or neighbors can provide. This seminar is a helpful first step to determine what kind of care is needed.
DEC	Just ask Asking for what you need	Say What You Mean the Right Way: Healthy Forms of Communication Available on demand starting Dec 18	There are many ways to communicate how you feel to the people in your life. Explore how you can use communication to strengthen your relationships.

To view a seminar on demand go to anthemeap.com and enter **State of Indiana**
You'll find these and other seminars in the **Seminars Center** that rotates in the middle of the page.

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LOSE THE HABIT



You gain so much more when you lose the tobacco habit ^{1,2}

After you quit tobacco, here's what happens within:

20 minutes		Your heart rate and blood pressure drop
12 hours		Dangerous levels of carbon dioxide in your blood drop to normal
5 days		Most nicotine is out of your body
2 weeks– 3 months		Circulation improves and lung function increases (if you were a smoker)
1–9 months		Circulation improves and your body's overall energy levels increase (if you were chewing tobacco)
1 month		Your skin appearance is likely to improve
1 year		Your risk of heart disease is cut in half, compared to those who use tobacco
5 years		Your risk of stroke decreases to that of a non-tobacco user



RESOURCES AND TOOLS

As a Go365[®] member, you have access to resources and tools to help you get and stay tobacco-free (and earn Points while you're at it). Options include:

- Completing online calculators
- Enrolling in health coaching
- Taking an online course

For a personalized list of activities that may be eligible for Points:



- Sign in to Go365.com
- Visit the "Activities" section and filter to the "Recommended" category
- Ensure you've completed your Go365 Health Assessment for the most personalized list

Did you know?

An individual's chance of quitting tobacco successfully increased by 50–70 percent when taking NRT* (nicotine replacement therapy), according to a review of 150 trials of NRT.³

*Prescription and some OTC smoking cessation drugs are covered with limits by the State Employee Medical Plans. Contact CVS Caremark at 1-866-234-6869 for more information.

References

¹American Cancer Society

www.cancer.org/healthy/stay-away-from-tobacco/benefits-of-quitting-smoking-over-time.html

²Killthecan.org

www.killthecan.org/additional-resources/stop-chewing-recovery-timetable/

³Cochrane

www.cochrane.org/CD000146/TOBACCO_can-nicotine-replacement-therapy-nrt-help-people-quit-smoking