



The Torch

The official newsletter for Indiana state employees

Get your spouse and family to participate in HumanaVitality to attain Silver Status

HumanaVitality is available to employees, and their covered dependents, enrolled in a medical plan offered through the State Personnel Department.

Are you worried about attaining Silver Status by August 31, 2015? This task does not have to be completed alone if you carry any dependents on your health insurance. When you have other family members enrolled in HumanaVitality, their activities count towards the family's Vitality Points too! So instead of working toward a goal alone, you get your family to join the fun and everyone gets healthy. While there is no requirement for your family to participate, it is recommended that they do. The points needed to reach Silver Status are determined by how many 18 and older dependents you have on your plan. Each 18 or older dependent on your plan adds the need for an additional 3,000 Vitality Points (in addition to the 5,000 required for the subscriber) in order for your family to earn Silver Status. If you have a spouse on your plan, remind them to complete both a Health Assessment and Vitality Check. The easy task of completing the Health Assessment should be the top on your check list. This can be completed either by logging into your HumanaVitality account online or from the mobile app.



Here are ways to earn big points:

Health Assessment: confidential assessment helps you to identify health risks, as well as giving you the opportunity to create a plan to address potential risks. This earns you **1,000 points**.

Vitality Check: A Vitality Check is a biometric screening that is similar to a yearly check-up. The information gathered during this check should include: height, weight, waist circumference, blood pressure and blood test including: total cholesterol, HDL, LDL, triglycerides and fasting blood glucose. You earn **2,000 points** for simply completing the check and **up to another 2,000 points** if your results fall within a certain health range.

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

Got a story?

Submit your story ideas to: spdcommunications@spd.in.gov

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Governor appointments

Governor Pence appoints new leadership to two state agencies

On May 29, Governor Mike Pence named **Sara Gonso Tait** as Executive Director of the Indiana Gaming Commission, after former Executive Director Ernest Yelton announced his retirement. She previously served as General Counsel at the Indiana Gaming Commission.

“Sara Gonso Tait has served the people of Indiana well during her time at the Indiana Gaming Commission, and her dedication and experience within the Commission make her the perfect candidate for Executive Director,” said Governor Pence. “I know she will continue to serve Hoosiers with professionalism and distinction in her new role.”

Previously, Tait worked as Director of License Control and a staff attorney for the Indiana Gaming Commission, and as a contract attorney for Lewis Wagner, LLP. Tait also currently serves as a Volunteer Guardian Ad Litem at Kids Voice. She earned her undergraduate degree from Miami University and her law degree from Indiana University Robert H. McKinney School of Law.

The Governor today also named Tim Berry as Director of the Department of Financial Institutions, effective June 8, 2015. He fills the position previously held by Dennis Basset, who was recently named Public Finance Director of the Indiana Finance Authority.



“Tim Berry’s experience in public service and knowledge of state government make him a qualified candidate for Director of the Department of Financial Institutions,” said Governor Pence. “I am honored to appoint him, and I know he will serve the people of Indiana with dedication and integrity.”

Berry most recently served as State Chairman of the Indiana Republican Party. Previously, he served as Auditor of State, where he managed all controls on accounting, payments and payroll transactions for the state. He also successfully worked with all other state agencies to implement the first fully-integrated financial system in Indiana state government history. Prior to his role as Auditor of State, Berry served as Treasurer of State for seven years. Berry received his undergraduate degree from Bowling Green State University and his MBA from Indiana University in Fort Wayne.



Retirement

Attend free retirement Lunch & Learns

The Indiana Public Retirement System (INPRS) invites you to join the new Lunch and Learn series, “Building Your Nest Egg.”

As a state employee, you receive retirement savings money from your employer. This money doesn’t cost you anything, but can greatly impact your future. How do you make your retirement nest egg grow? Your options can be overwhelming, but getting the right information and planning early in your career is key. It can have a major impact on how quickly (and how much) your money grows.

During the 20 minute sessions, you get invaluable information. Each topic has three sessions starting at **11:15 a.m., 12:15 p.m. and 1:15 p.m.** Upcoming topics include:



“I’m New ...Now What?” – What are my benefit plan options? What’s the difference between the ASA Only and the Hybrid plans?

- Tuesday, June 2 | IGC-N cafeteria
- Tuesday, June 16 | IGC-S cafeteria
- Tuesday, June 30 | IGC-N cafeteria

“Five Steps to Retirement” – Are you thinking about retirement? What do you need to do before you retire? This session starts you down the path to a well-planned retirement:

- Thursday, July 9 | IGC-S cafeteria
- Thursday, July 23 | IGC-N cafeteria
- Tuesday, Aug. 4 | IGC-S cafeteria
- Tuesday, Aug. 18 | IGC-N cafeteria

So, bring your lunch or grab a bite at the cafeteria and plan to attend the INPRS Lunch and Learn series. After all, it’s your money, so make the most of it!

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Get your spouse and family to participate continued

Download the smartphone app if you haven't already! You also receive ten points a month by simply logging into your account from the mobile app. The free HumanaVitality app is available to download here:

- iPhone, [App Store](#)
- Android, [Google Play Store](#)

Children under the age of 18 cannot complete a Vitality Check; however, they can take a health assessment and complete other things to help you earn points! Their preventive appointments (medical vision and dental), immunizations, sports leagues and athletic events can earn up to 1,000 points. The plan holder can submit proof of all of these activities through his/her HumanaVitality account.

To see a full list of [how to earn points](#), [click here](#). Register for HumanaVitality by [visiting our website!](#)

Having your family members participate helps you achieve Silver Status more quickly and easily. As a reminder, to qualify for the 2016 Wellness CDHP upgrade, employees covered by the State of Indiana health plan must enroll in HumanaVitality and achieve Silver Status within the program before August 31, 2015. **There is no deadline to join HumanaVitality so sign up today!**

For additional information about HumanaVitality, please visit investinyourhealthindiana.com/humana. If you additional questions, please call the Humana Customer Care team at **1-800-708-1105**.

Indiana Dunes State Park offers beach yoga

Indiana Dunes State Park has partnered with Bleu Lotus Yoga to offer beach yoga classes this summer.



Certified instructors lead the class and incorporate a variety of postures. Each class lasts about 75 minutes and is suitable for most levels, including those with no experience.

Beach Yoga is already underway. Classes take place near the beach pavilion at 9:30 a.m. every Thursday and Friday. Friday night sessions are also offered at 6:30 p.m. Participants should plan to arrive at least ten minutes early.

There is a \$10-per-person program fee for each class. Classes are canceled in case of inclement weather.

Participants can register and prepay by credit card by calling Bleu Lotus Yoga at (219) 299-YOGA, or by visiting bleulotusyoga.com. Registration is recommended because space is limited.

How can Humana Customer Care help?

HumanaVitality is available to employees, and their covered dependents, enrolled in a medical plan offered through the State Personnel Department.

HumanaVitality® empowers and provides you with the tools necessary to reach your optimal health.

Below is a list of items that the HumanaVitality Customer Care Team is able to assist you with:

- Program eligibility
- Program overview
- Health Assessment questions
- Vitality goals
- Vitality activities
- Activity status
- Compatible Devices
- Vitality Status, Points, Bucks
- Partnered Health Clubs
- HumanaVitality Jackpot
- How to get to Silver Status
- Missing link on website for HumanaVitality
- Errors on website
- Rewards and how to redeem
- General website navigation

HumanaVitality provides information within the site to help guide you and get the most out of the program. There is also a Help and FAQ link available under Member Support located at the bottom of your Vitality website. If you have any trouble registering or have additional questions, call Humana Customer Care at **1-800-708-1105**

Get a fitness device or smartphone app ready for an upcoming walking challenge

HumanaVitality is available to employees, and their covered dependents, enrolled in a medical plan offered through the State Personnel Department.

Start planning and get prepared for a state-wide walking challenge! Get a device now to ensure you have a way to track your steps for this competition by either an app or device.

Download a free smartphone app

HumanaVitality can sync with some smartphone apps that track your steps. Remember, you must carry your smartphone with you to get credit for your steps. Take 10,000 steps in a calendar day and earn 15 Vitality Points (once per calendar day). On your iPhone or Android smartphone download one of these apps via the App Store or Google Play:

- Moves
- iHealth
- Apple Health
- [Click here to view the full list of compatible devices](#)

After you download your app, connect it to HumanaVitality to automatically track your activity and earn Vitality Points.

Get a Fitness Device

The second option to track your steps and fitness points is by using a compatible fitness device. The great thing about the fitness devices is there is a wide array of devices that fit the needs and budget of just about everyone. These devices also automatically track your steps and save them in an online account or app. Then, once you sync this account with HumanaVitality, you are all set to track your steps and earn some Vitality points!

Vitality points are awarded for workouts by getting 10,000 steps in a day, burning 200 calories in a single one hour workout or getting your heart rate at 60 percent of your maximum heart rate for a 30 minute workout. To find the right device for you, review the device listing. It can help you understand all of the available devices, what activity they track and where you connect the device (website v. mobile app). The device list is constantly updated as new devices come onto the market. To find device listing by on the website follow this path: Get Healthy>Health and Well-Being>Fitness and Exercise>Fitness Devices>Learn more about Fitness devices.

Cash in Vitality Points for one of these easily obtainable pedometers:



The **Humana Gear g1.0** pedometer costs 1,250 Vitality Points. Not only does this handy device track each and every step you take, it also boasts a USB port on the bottom for connecting to your computer. Utilizing the included Humana GearSync software, you can easily upload all of your step data online, which is ideal for tracking your long-term progress. This product is compatible with HumanaVitality and fitness activity captured by this device is eligible for earning Vitality Points.

Make every step count with the **Humana Gear g2.0** pedometer. The

g2.0 pedometer is an improvement on the g1.0. The g2.0 has a built-in accelerometer and integrates the USB port as part of the device, making it easier and more convenient to upload your steps to track your daily progress. Utilizing the included Humana GearSync software, you can easily upload all of your step data online -- ideal for tracking your long-term progress. When you connect your pedometer with your HumanaVitality account, you can earn Vitality Points by meeting your walking goals. Simply walk your dog, take a morning jog, or wear your pedometer while working out on the treadmill at the gym.



Sign into your HumanaVitality account and click the Get Healthy tab and then the Fitness & Exercise link to learn more. **No matter which option you chose to track your steps, be sure it's synced and communicating properly with HumanaVitality.**

As a reminder, to qualify for the Wellness CDHP upgrade, employees covered by the State of Indiana health plan must enroll in Humana Vitality and achieve Silver Status within the program before August 31, 2015. **There is no deadline to join HumanaVitality, so sign up today!**

If you should have any questions or need assistance, please contact the HumanaVitality Customer Care team at **1-800-708-1105**.

Pick fresh from the farm for your dinner table

Spring is here and summer is just around the corner! If you are ready for a great experience with fresh food and variety, then you just must visit a local farmers market. This is a habit in our house from May through October. Meeting the farmers, their families and enjoying some of the best Indiana food products. My market is open on Thursdays and has the best tomatoes, green beans and cantaloupes, but I am bias! Your local farmers market has the best of what you buy as well.



Hoosier economy while still offering variety and quality you desire. Local choices can fit into every budget and even provide activity, education and family fun. Another example of local shopping are U-Pick markets. Blueberries are high in antioxidants and a good source of Vitamin C and fiber, so why not plan a trip to a U-Pick market where you and your kids can pick, taste and enjoy them in a salad together? Just another way to get the whole family involved in better nutrition. They don't have to know how healthy the fruit is as they nibble and pick!

[Hoosier Harvest Market](#) offers vendors for local oils, breads, popcorn, cheeses and meats also. You can do your weekly shopping if you plan your menus around what is in season and at the Hoosier Harvest Market. Herbs and greens are amazing; they are picked at the peak times and have the best flavor and crispness, no mysteries, just fresh bundles with someone giving you suggestions on how to add rosemary to a salad, or adding a combination of greens to get a better variety of nutrients. My favorite idea from last year was the blue cheese served with honey on fresh French baguettes or the roasted vegetable medley of peppers, green onions, new red potatoes. Oh my!

Eating local in season means that your food selections are picked ripe and ready for eating, compared to items picked a little under ripe and must finish doing so during long distance shipment to your grocery. Choosing to purchase items fresh in your neighborhood market supports the

Good communication can help make your job easier

The workplace is always changing. People of all ages and backgrounds are working together. This means good communication is vital. Learning how to speak and listen better can help you become even more successful at work. Visit the EASY Program website to learn how to strengthen your communication skills. Go to the Monthly Promotion tab in the Centers section to read these articles:

- Effective communication: basic skills
- Bridging generation gaps
- Practicing listening skills
- Cross-cultural communication

Visit the website, [anthemEAP.com](#), or call 800-223-7723 for free, confidential help from the team of EASY Program experts.

You may also participate in any of the 2015 Anthem EAP webinars. Visit [AnthemEAP.com](#) and click the Login button under Members on the left side of the page. When asked for your full company name, enter State of Indiana and click Login. Toward the bottom right-hand side of the screen, there is a gray box which lists upcoming Online Seminars. You can click one of the listed webinars, click View All to see all upcoming webinars, or click View Archived to see past online seminars. After you have clicked the title of the desired webinar, select the session you want and then complete the registration process. Once you submit your registration, you should receive a confirmation email containing all of the information needed to join the webinar. For more information on the Anthem EAP program, please visit their website or contact 1-800-279-5449.

Over the past few years I have been able to be at the Statehouse Markets and everyone comes out to select the offerings from the farmer for that week. Each person having a melon tucked under their arm or weighted down with bags are beaming with their prized possessions. So when the farmers line the street, leave your desk and walk outside to see what they have to offer. Asparagus and leafy greens now, corn soon, melons are on the way! Enjoy fresh and local while meeting and talking with a farmer. They are working every day for you!

Visit the [StatehouseMarket.com](#) to learn more about this year's market.

Thank you to Michelle Plummer, MS, RD, CD for this submission.



Consider visiting a farmer's market or planting a garden this June

June is a great time to think about your nutrition habits. Summer is here, which means it is garden time. You don't have to have a green thumb to grow some of your own produce.

If you don't have a lot of space, consider having raised garden beds. Raised garden beds, also called garden boxes, are great for growing small plots of veggies and flowers. They keep pathway weeds from your garden soil, prevent soil compaction, provide good drainage and serve as a barrier to pests such as slugs and snails. The sides of the beds keep your valuable garden soil from being eroded or washed away during heavy rains.

If you're planning your own garden this year, here are a few things to keep in mind:

- First, do you have the right spot for a garden? Vegetables need at least 6 hours of direct sunlight each day.
- Do you have the space? Some plants need a lot of space to grow, while others can grow in a small container. Keep this mind as you answer the next question.
- What do you want to plant? Make sure you plant vegetables and fruits that your family will enjoy. If you have tomatoes only once a year, you probably won't need ten tomato plants in your garden!
- Keep in mind that some produce should be planted certain times of the year. Now is the time



for warm weather crops like tomatoes and cucumbers.

Once you've answered these questions, you've got a good start on planning your garden. For more gardening help, check out the Purdue University Extension's online [Home Gardener's Guide](#). If growing a garden isn't for you, take this opportunity to shop at local farmers' markets. Farmers markets are located all over the state, you can even find a list of them online. By shopping at a local Farmers Market, you can make a more personal connection to those who grow our food and invest in local agriculture. Also, local produce often lasts longer than produce that comes from other states.

Eating healthy doesn't have to be expensive. To help reduce costs, shop produce that is in season. You can refer to this link, [What's in Season](#), to find out which fruits and veggies are at their peak.

Why else should you shop at a Farmers' Market?

- Fresh fruit and vegetables are full of antioxidants and

phytonutrients.

- It's a great way to get your kids involved. Let them pick out something new to try, then they can help prepare a meal or snack using these tips and recipes at [Kids in the Kitchen](#).
- Farmers markets offer foods that align with MyPlate guidelines. Buy foods and see how they fit with [ChooseMyPlate](#). Visit different booths to pick up seasonal fruits and vegetables, as well as local dairy, grain and protein products so you can build your healthy plate.
- Farmers often have recommendations for preparing their products. Visit [Fruits and Veggies More Matters](#) to see recipes that use fresh fruits and vegetables.
- You can try a new fruit or vegetable! Have you ever tasted gooseberries or rhubarb? Many farmers markets offer lesser known fruits and vegetables, providing a variety that can be both tasty and nutritious.
- SNAP and WIC benefits are accepted at some farmers markets. [Learn About SNAP Benefits at Farmers Markets](#) and find out which WIC state agencies participate in the [Farmers Market Nutrition Program](#).



Indiana State
Department of Health

Thanks to the Indiana State Department of Health for this submission.

Indiana Bicentennial Torch Relay torchbearer nominations are now open

On May 12, Lt. Governor Sue Ellspermann and the Indiana Office of Tourism Development (IOTD) announced the Indiana Bicentennial Torch Relay is now accepting torchbearer nominations from the public. Torchbearer nominations recognize Hoosiers who demonstrate exceptional public service, excellence in their profession, acts of heroism or volunteer service to their neighborhood, community, region or state.



“Being selected as an Indiana Bicentennial Torch Relay torchbearer is a once-in-a-lifetime opportunity for Hoosiers,” Lt. Governor Ellspermann said. “We look forward to honoring Indiana’s history while also optimistically looking forward to the future during this momentous event for Indiana.”

The online nomination form is available here: www.indiana2016.org/torchrelay/nomination-forms/

The nomination period ends on December 31, 2015. Once all nomination forms are collected, a juried nomination process will be employed in each county to select torchbearers. Nomination committees have been formed in each county to manage this process on a county-by-county basis.

“Hoosiers from all walks of life will be torchbearers during the Indiana Bicentennial Torch Relay,” said Noelle Szydlyk, state director of the relay. “This will be a unifying and inspirational event during our bicentennial year.”

Nominees must be a current or former

resident of Indiana or be nominated in honor of a current or former resident. Hoosiers may be nominated posthumously and a substitute torchbearer can be submitted to carry the torch on behalf of the nominee. Nominees must be at least 10 years of age (torchbearers that are minors will need to meet other youth torchbearer requirements). A nominee must possess the physical adaptive ability to carry the torch a minimum of a quarter mile. Accommodations will be made for those torchbearers with disabilities. The complete list of torchbearer criteria may be found on the online nomination page.

Developed by IOTD, the relay is patterned after the Olympic Torch Relay and is designed to connect Hoosiers across the state and nation with their home state during the bicentennial year. The torch relay route was charted by a committee of representatives from multiple state agencies and the private sector. The route showcases locations of natural beauty, local interest and/or historic significance to the state.

The Indiana Bicentennial Torch Relay will start September 9, 2016 in Corydon, Indiana’s first state capital, and culminate with a celebration October 15, 2016 on the grounds of the statehouse in Indianapolis. The torch relay will touch each of Indiana’s 92 counties during the 2,300 mile journey across the state.

In addition to the selected torchbearers, the relay will also employ other modes of conveyance that are symbolic of the history and heritage of Indiana, including watercraft, farm equipment, a racecar, horse and wagon, antique automobile and others.

Check out these great DNR deals

Free Fishing weekend June 6-7
Indiana residents do not need a license to fish in Indiana’s public waters on June 6-7. On these days, Indiana residents do not need a fishing license or a trout/salmon stamp to fish the state’s public waters. Typically, only youth (age 17 and younger) and a few other special anglers are exempt from the license requirement. [Click here for more information.](#)



Stay at an Indiana State Park Inn for less

Stay two nights, Sunday through Thursday from June 1 – Aug. 27, at Canyon Inn, Clifty Inn or Spring Mill Inn and your second night is **half off**. Call 1.877.LODGES 1 to reserve your summertime fun today. *(Based on availability, certain restrictions may apply.)*



Artwork by
Jerry Williams

FML expires on June 30 and you must recertify for next year's request

If you have a current Family Medical Leave (FML) approval for intermittent leave you may be wondering what happens to that approval at the end of the fiscal year or what happens if your need for leave, may continue beyond June 30, 2015.

Indiana state government has designated the fiscal year as the twelve-month period to calculate FML. The fiscal year runs from July 1 through June 30. This means that all FML approval(s) for intermittent leave **expires June 30, 2015**. The new fiscal year begins July 1, 2015.

Employees who have an approval for intermittent FML in the current fiscal year (July 1, 2014 through June 30, 2015), and anticipate that the need for FML should continue after June 30 of this year, are **required to submit a new Request and Certification of Health Care Provider documenting that need**.

Your new FML request must be accompanied by a new Certification of Health Care Provider (CHCP) form from a **recent, in-person medical exam**. Absences for continuing conditions are foreseeable; therefore, your request and CHCP should be submitted 30 days in advance of the new fiscal year. The CHCP form must be filled out completely by the health care provider and needs to include a description and/or details of the medical necessity for leave and the estimated frequency and duration of absences for which you are requesting leave. Timely submission of the documentation is your responsibility, not the health care provider's. Proper and timely completion of the required forms should reduce the number of requests for additional information and recertifications needed during the year. Eligibility for FML is calculated for the new fiscal year, so employees who

have been employed less than 12 months and/or who have not worked at least 1250 hours in the immediately-preceding twelve-month period will not be eligible for FML in FY2015/16 until they meet those threshold requirements. Additionally, second and third medical opinions may be required.

What if you need a continuous leave for something like a surgery scheduled in May or June and your recovery will continue beyond June 30? If you receive approval for a continuous family-medical leave that crosses the fiscal year mark, then you do not need to submit new documentation just to support the part of that approved leave that occurs after June. However, if additional leave is needed in the new fiscal year beyond the initial return to work date in the approval, then new requests and certifications must be submitted documenting the changed circumstances.

**Have a question about
Family Medical Leave?**

Get your answers by
dialing SPD's FML
central number:
317-234-7955
or toll-free at
1-855-SPD-INHR
(1-855-773-4647)



For more information, including eligibility requirements, forms to be submitted, policies, and FAQs, please visit the SPD Family & Medical Leave at www.in.gov/spd/2397.htm.

If you have additional questions, please call the FML helpline at 317-234-7955, or toll free at State Personnel's Call Center: 1-855-SPD-INHR (1-855-773-4647) and choose the FML option.

Participate in the DOC Healthy Lifestyles 5K

Time to lace up those running shoes and support the Department of Correction EEL program! The Department of Correction's EEL program began in 2007 to bring together promising mid-level staff to engage in numerous workshops. These are conducted over an eight month period with the goal of improving their leadership skills and develop them into tomorrow's great correctional leaders. Employees from all agencies are welcome to participate.

2015 3rd Annual EEL HEALTHY LIFESTYLES

July 14, 2015

Registration is now open! Feel free to register your family members to run with you and support the EEL Healthy Lifestyle 5k Run/Walk!

Register by July 1, 2015!

The race begins at 10 a.m. (Central Time) at Striebel Pond in Michigan City. The start time for 5K Run is 10 a.m, and the walk start time begins five minutes later.

Sign up to volunteer for the Run/Walk! Please email Maranda Weliver at MWeliver@idoc.in.gov if you are interested in supporting our runners/walkers!

