

FSSA UPDATE

December 2020 | Volume 9, Issue 4



FSSA surpasses State Employees' Community Campaign goal



This year's State Employees' Community Campaign looked very different than years' past, but FSSA's giving and creative spirit did not, with staff pledging over \$171K to their favorite charities. With some staff working remotely and others following to social distancing measures in their local offices, staff found new ways to raise funds for charity and participate in our '80s movie-themed week. A special thank you goes out to this year's SECC committee who helped lead the charge to surpass our fundraising goal.

Area	Total 2020	Staff Participation
Administration	\$22,437.96	13%
Division of Mental Health and Addiction	\$4,849.72	33%
Early Child Learning	\$2,301.00	20%
Evansville Psychiatric Children's Center	\$876.00	10%
Evansville State Hospital	\$8,307.02	25%
Madison State Hospital	\$15,254.33	21%
Logansport State Hospital	\$15,682.96	23%
Richmond State Hospital	\$4,466.00	15%
NDI	\$3,396.00	21%
Division of Disability & Rehabilitation Services	\$19,718.66	26%
Division of Family Resources	\$59,216.02	39%
Division of Aging	\$5,288.40	41%
Medicaid Policy & Planning	\$10,918.44	34%
TOTAL:	\$172,712.51	26%
GOAL	\$160,000.00	
NEED TO GOAL	(\$12,712.51)	

Totals as of Dec. 9, 2020

2020 STATE EMPLOYEES' COMMUNITY CAMPAIGN COMMITTEE

Aging – Patti Bailey
 DDB – Jenny Hauser
 DDRS – Pashun Smith
 DFR – Mary Stenger and Jasmine Holliday
 DMHA – Tony Toomer

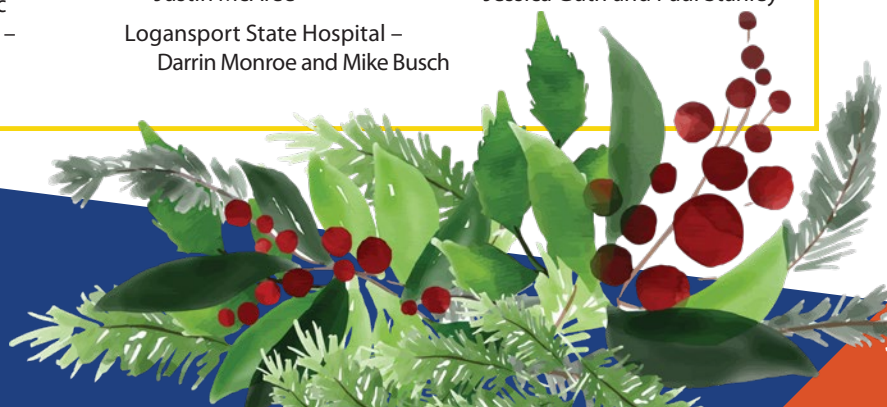
OECOSL – Sean Jones and Nicole Richardson
 OMPP – Ryan Callahan
 Evansville Psychiatric Children's Center – La'Toya Bailey

Evansville State Hospital – Theresa Arvin
 NeuroDiagnostic Institute – Justin McAfee
 Logansport State Hospital – Darrin Monroe and Mike Busch

Madison State Hospital – Diana Ferguson
 Richmond State Hospital – Jessica Guth and Paul Stanley

IN THIS ISSUE:
 SECC EVENTS
 HR MAKEOVER

NDI AWARDS
WHAT'S HAPPENING
FIVE QUESTIONS





At Madison State Hospital, hundreds of candy bars were sold for \$1 in their first event of the SECC fundraising campaign. A total of 76 hot dogs, as well as chips, cookies, apples and bottled water, were also sold for the SECC.



On Friday, Nov 13, Evansville State Hospital took over 125 food items to a local inner-city food bank, Harvest Time Ministries, for SECC.

From Oct. 26-30, FSSA staff cracked open a Tab, turned up the Huey Lewis in the DeLorean and busted out the hairspray and crimpers because it was '80s week at FSSA for the SECC campaign!



Janetta Skelton's water dragon Bubbles was the winner of the SECC Unusual Pet Photo Contest! Warrick Humane Society also will reap the proceeds as \$120.71 was raised with the contest entry fees and voting.



Logansport State Hospital SECC pumpkin decorating contest entrant pictures and winner Mark Michael with his U-Know Pizza gift certificate prize.



WHAT'S HAPPENING AROUND FSSA!!



Madison State Hospital organized a food drive for their local Salvation Army. Mitzi Lawson delivered the items shown above in time for Thanksgiving! The food drive will continue until Dec. 20 for Christmas.



FSSA's amazing executive assistant Lisa Graham has retired after 37 years with the state of Indiana. FSSA will not be the same without her. Lisa guided seven secretaries through the toughest and best jobs they ever had. Hoosiers have her to thank for more than they will ever know.

Congratulations to FSSA's very own Kylee Hope for the 2020 CEO award from The Arc of Indiana. Kylee's support of individuals with disabilities is pure brilliance in leadership.



Pet items for Warrick Humane Society were collected in October. Pictured are Lori Ellerbrook and Michelle Martin, SECC committee members.



Wow! Tim McFarlane, Adrienne Shields, Josh Martin and Steve Cox secured \$41 million in pandemic food benefits in less than a week. Congratulations on receiving the FSSA Secretary's Health Impact Award!

NDI's Megan Miller receives Employer Patriot Award

Program promotes supportive work environments for service members

Megan Miller, a unit director at the NeuroDiagnostic Institute, has been awarded the Employer Patriot Award from Employer Support of the Guard and Reserve, a Department of Defense program Founded in 1972, the ESGR develops and promotes supportive work environments for service members in the Reserve Components through outreach, recognition and educational opportunities that increase awareness of applicable laws.

Megan was nominated for this award by Demi Hathaway, an NDI behavioral health recovery attendant and a specialist of the 113th Engineer Battalion of the Indiana National Guard. Demi said in her nomination of Megan “Megan has gone above and beyond to support me in all areas of my life outside of work in the most professional and noninva-

sive way possible. She has shown interest in my deployment and provided me with anything I have asked for. She has checked on my well-being, encouraged my dreams and is just overall a bright and caring person. I want to thank her a million times over and hope this award shows my gratitude.”

Our nation has relied heavily on guard and reserve service members since entering continuous operations more than 14 years ago. Employer support enhances retention rates in the Armed Forces and, in the end, strengthens our national security. To recognize employers who support their guard and reserve employees, ESGR grants a series of Department of Defense awards. The Patriot Award reflects the efforts made to support citizen warriors through a wide range of measures, including

flexible schedules, time off prior to and after deployment, caring for families and granting leaves of absence if needed.

For more information on how you can support your staff who are members of the National Guard or Reserves, please [click here](#).



Megan Miller (right) was nominated for the Employer Patriot Award by Demi Hathaway (left), an NDI behavioral health recovery attendant and a specialist of the 113th Engineer Battalion of the Indiana National Guard.

ACCESS AND INCLUSION EMPLOYER AWARD

Indianapolis Mayor Joe Hogsett, in partnership with the Mayor's Advisory Council on Disability and the Office of Disability Affairs recently awarded year's Access and Inclusion Awards to four recipients. The Access and Inclusion Awards highlight individuals and companies who go above and beyond to support and celebrate people with all types of disabilities. The four awards are the Exceptional City Services Award, Accessibility Award, Employer Award and the James Pauley Lifetime Achievement Award.

“The Access and Inclusion Awards are an opportunity for the City of Indianapolis to recognize the hard work of city employees, employers and community members to create an inclusive and accessible environment for people of all levels of disability,” said Mayor Hogsett.

Nishida Services, the NeuroDiagnostic Institute's housekeeping contractor, is this year's recipient of the Employer Award. Nishida regularly partners with PROJECT SEARCH to provide real-world work experiences to interns whose disabilities presented employment barriers that require collaboration, creativity and patience to overcome.

As part of the program, interns are paired with staff

mentors who are available for training and guidance. Interns are also involved in work activities like team huddles and pitch-ins as if they are regular employees. The interns recently hosted by Nishida have been offered and accepted paid employment positions at the NDI.



Left: Mayor Joe Hogsett; Allie Kelly, NDI Housekeeping Supervisor; Dan Nishida, operations manager, Nishida Services.

OB Navigator helpline live rollout continues

Indiana's OB Navigator Program is a collaboration between the ISDH, FSSA and DCS. The helpline went live Oct. 19 in Cass, Fulton and Miami Counties. Expectant women and new mothers from anywhere in the state can call the MOMS Helpline at 844-MCH-MOMS to find resources available in their communities.



State human resources and payroll system is getting a makeover in 2021

Additional information will be shared over the next six to eight months

Following months of preparation, work has begun on upgrading the state's human resources and payroll system known as PeopleSoft Human Capital Management. The Auditor of State, Indiana State Personnel Department and Indiana Office of Technology-Government Management Information Systems have recruited a network of state employees across all branches of government and within all agencies to prepare and guide our workforce onto the new platform. The makeover is scheduled to launch by Sept. 2021.

When the upgrade is complete, multi-factor authentication will provide a secure portal for employees to access and update personal information. The upgrade will expand personal information state employees can access and update on their own. Once complete, state employees will get the following benefits:

Enhanced employee self-service features

- Update direct deposit banking changes online
- Absence management allows approved time off to more easily flow to timesheets
- Enter Qualifying Life Events, such as a birth of a child
- Retrieve and print your annual W-2 form online
- Update W-4 tax withholding form
- Update emergency contacts
- Review/Update dependents and beneficiaries

New online features and functionality

- Ability to access information on mobile devices
- Multi-factor authentication to better protect your personal information
- Enhanced reporting capabilities for managers
- Upgraded technology for a more reliable customer experience



Additional information will be shared over the next six to eight months as we learn more about how the system will look and how FSSA staff will interact with it. In the meantime, you may reach out to [Marci Rautio](#), FSSA human resources director, [Jan Kovacs](#), human resources business partner, or [Scott Blake](#), administrative services director, with any questions.

SuccessFactors self-assessment now available

Now through December 31, 2020



The **Self-assessment**
is now available
in **SuccessFactors**



How can I learn more about the self-assessment step and my responsibilities?

1. Complete the online training in SuccessFactors for your role(s). To access it, follow these steps:
 - Log in to [SuccessFactors](#)
 - Select Learning from the home menu.
 - Search for the course *Performance & Goals: Performance Appraisal Online Training*
2. Watch the video below for a quick overview of the process and the self-assessment step:
 - Watch via [Microsoft Stream](#)
 - Watch via [YouTube](#)
3. Utilize this [Quick-Step Guide](#) or a list of [Frequently Asked Questions](#) to navigate the process.

Now through December 31, you can highlight your accomplishments, development and progress to date with the Self-assessment.

Do I have to complete the self-assessment step?

No. You do not have to complete the self-assessment, but you will miss out on the opportunity to provide your manager with relevant information to evaluate your performance more effectively.

You may reach out to your agency's assigned HR representative, performance management consultant, or the Performance Management Division [via email](#) for consultation and help. You can also [visit the Monarch SharePoint Site](#).

Questions? Contact the Performance Management team at performancemanagement@spd.in.gov.



Recruiting



Onboarding



**Performance
& Goals**



Learning



**Succession &
Development**

FIVE QUESTIONS



Name: Tara Morse

Title: Indiana 211 Executive Director

Education: Master of Science, Education; Bachelor of Arts, Psychology

Career Highlights: I have had the pleasure of working on multiple large-scale system implementations within FSSA in the past few years, including a pharmacy benefits management system and several components of the Healthy Indiana Plan. The most recent fast-paced and challenging highlight was standing up a statewide contact tracing program, in under 30 days, for the Indiana Department of Health, as a result of COVID-19.

1 What attracted you to a career here at FSSA?

As I graduated, I had a desire to work with the general public. My initial engagement with FSSA in the early 1990s as a caseworker was my inspiration to get more involved behind the scenes. Learning about the new technology associated with case work when the first eligibility system was implemented was my first experience with large systems. That opportunity to move from case work to system work catapulted my career into a direction that has led to continuous growth and development. As part of the FSSA team, I have been fortunate to work with so many passionate and intelligent people, from fellow state employees to contractors, who bring myriad experiences and strategic thinking that is both challenging and refreshing.

2 What gives you a sense of accomplishment professionally?

I am energized by solving complex problems while integrating people and systems. There have been many situations in which I was not sure how we were going to land at the desired outcome. But the collaboration of great minds is where I find the greatest sense of accomplishment. All the perfect project plans developed do not account for all of the risks and issues that develop during large system and program implementations. Learning to navigate the people, processes and politics to develop solutions is where I find professional satisfaction.

3 What do you want FSSA workers to know about the work you're doing?

As part of Indiana 211, which is new to FSSA, we are here to serve all Hoosiers regardless of demographics or socioeconomic status. Our mission is to improve quality of life by promoting equity and connecting people to health and human service re-

sources through highly skilled navigators, a robust community database and technological innovations. We have an amazing team of community navigators who not only connect people to resources about but also inform them about services they may not even know exist. Our vision is simple: Every Hoosier can connect to a trusted source of information that supports their well-being and resilience. We are committed to continual evolution as we fully integrate into FSSA through collaboration with each division. We can all inspire each other with creative solutions to improve our human service delivery at all levels.

4 What is the best advice you can offer, based on your years of experience?

We can get caught up in the details of the work and as we are presented with problems or challenges. It is always motivating that we are a human services agency and, ultimately, everything we do impacts people. Every record we look at, phone call we answer and decision we make impacts people—there is a real person who has a need for us to be at our best every day. That has been so motivating for me at times when I question why I show up every day and is the reason why I love what I do.

5 What about your background might your co-workers find surprising?

I have worked within FSSA for 28 years, both as a state employee and as a consultant. I earned a master's degree in education with a specialty in school counseling in the late 1990s, but I have never worked in that field because my involvement with FSSA has offered me so many varied opportunities that there has not been a reason to leave.