The Torch

The official newsletter for Indiana state employees

December, 2020

Successful SECC showcases Hoosier heroes, helps Indiana charities

Throughout a challenging year, state of Indiana employees once again stepped up to lend a hand to their fellow Hoosiers via the State Employees' Community Campaign (SECC).

The 2020-21 SECC was sponsored by state of Indiana agencies that have been integral in the state's response to the ongoing COVID-19 pandemic. Each of those agencies highlighted a charity of its choice in an effort to collect donations and raise awareness of the important work 501 (c) (3) organizations are doing for Indiana residents each and every day.

Here are some highlights:

- The 2020-21 SECC finished just short of its $1.6 million goal, but remains one of the most successful campaigns in the SECC's 42-year history.
- The sponsoring agencies were the Indiana Department of Workforce Development, Indiana Department of Health, Indiana Family and Social Services Administration, Indiana Department of Homeland Security, Adjutant General's Office, Indiana Department of Correction, Indiana Department of Child Services, Indiana Civil Rights Commission, and the Indiana Department of Education.

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The Torch is published monthly by the Indiana State Personnel Department and is available online at https://www.in.gov/spd/employee-resources/the-torch/

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Successful SECC showcases Hoosier heroes, helps Indiana charities

- Governor Eric J. Holcomb recorded a special message for state employees. You can watch it here.
- The Indiana Department of Education won the popular "Mask-Up, Hoosiers" PSA contest. Check it out here to see a fine display of creativity from state employees sharing an important message.
- The third annual "Lip-Sync" Battle was an epic collection of nods to famous music videos and well-known tunes. The Indiana Department of Financial Institutions grooved to Pharrell Williams' "Happy" and won the competition for the second straight year. Check out the videos here and here and read about the creative process behind the hilarious performances in this issue.
- The first-ever SECC Basketball Shot Relay Tournament allowed for competitive (and socially-distanced) basketball on the court at the Indiana Governor's Residence. The Indiana Department of Transportation came away the winner. In 2019, three of the same employees won the traditional three-on-three basketball tournament. Hear from some of the players in this issue.
- Photos from some of the events can be found on the State Employees Facebook page and Twitter.

In all, this year's SECC supported more than 1,600 charities and proved once again that caring for our neighbors is a Hoosier hallmark that truly "starts withIN."

INDOT rains buckets, reigns supreme at first-ever SECC Basketball Shot Relay

Autumn leaves fell on a Thursday afternoon that felt more like spring than fall as 20 state employees took to the basketball court at the Indiana Governor›s Residence, hoping their shots would drop in a similar way as the red, brown, and golden-hued leaves that swept across the playing field.

And drop those shots did. Lights-out shooting from all involved created a fun and funny spectacle as the first-ever SECC Basketball Shot Relay Tournament provided almost as many laughs and smiles as all-net swooshes and bank-is-open rim-rattlers en route to raising money for an important cause.

In the end, the result was the same as last year›s more traditional three-on-three basketball tourney with the Indiana Department of Transportation›s Ryan Abbott, Tyler Schulze, and Greg Prince (this time assisted by new team member Steve Duncan) taking top honors.

Abbott, who played college basketball as a walk-on and who participates in Indianapolis-area leagues for recreation, said his team had wanted to return to the court since last year's victory, though they knew any 2020 iteration would be different.

"My INDOT team competed in last year's SECC three-on-three tournament, and it was so much fun," he said. "After winning that, we were looking forward to the tournament again this year."

While planning SECC events around the COVID-19 pandemic, organizers came up with a new type of competitive basketball game they hoped would be inclusive, fun, and respectful of the precautions necessary during an unprecedented time.

Rhnea Edwards, Ross Teare, Mark Fasbinder, and Anna Shei of the Indiana Department of Revenue watch as a shot sails toward the hoop during the SECC Basketball Shot Relay Tournament held Nov. 5 at the Indiana Governor's Residence in Indianapolis.

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INDOT rains buckets, reigns supreme at first-ever SECC Basketball Shot Relay

The result was the "SECC Basketball Shot Relay Tournament." Teams of four competed to score the most points during 10-minute shooting competitions. Each player was assigned a specific role: a "paint" or lay-up shooter, a free-throw shooter, a three-point shooter, and a rebounder. The rebounder's job was to pass to the appropriate teammate after corralling the basketball following each shot attempt. The shots had to be taken in the same specific order. To further mix things up, each round ended with 30 seconds of half-court shots, each of which were worth five points.

Schulze, who was INDOT's paint shooter, knocked down at least three attempts from half-court during the tournament. Prince was perpetually on the mark from "the charity stripe" and Duncan hit his teammates in stride to help them continue knocking down shots. That consistency was one of the factors that helped the team advance to the final round and, ultimately, to come out on top.

Abbott said distance didn't allow the team to practice beforehand, but their individual basketball experience helped them stay in a winning rhythm.

"Two of our members live in southern Indiana, and two of us live in the Indianapolis area, so it would have been difficult to get together and make a game plan or to practice," Abbott said. "We all have experience with basketball, though, so we knew we would at least have a chance of winning."

The returning champions faced off in the final round with a very game Indiana Finance Authority team comprised of Andy Seiwert, Aaron Eads, David Clark, and Mark Pascarella who were also deadly accurate. In the final round, INDOT scored a total of 218 points while IFA netted 176 points.

Regardless of the outcome, the IFA team enjoyed their time on the court.

"My weekly pick-up game has been canceled because of Covid, so I wanted to play basketball, and the chance to play on the governor's court was a bonus," said Seiwert. He joked that not having to play defense was a factor that led him to participate.

"Any excuse to shoot hoops is worth taking," added Clark.

The rest of the sharp-shooting field included the Indiana Department of Child Services (Cynthia Johnson, Armoni Morales, Alexsis Miller, and Bryani Williams), the Indiana Department of Revenue (Anna Shei, Ross Teare, Mark Fasbinder, and Rhnea Edwards), and the Office of the Auditor of State (Greg Piersall, Clay Jackson, Chris Gunter, and Chip Cooper).

Shei, who handled rebounding duties for DOR, said she took on the task after some others were unable to participate. To help her get motivated, Shei's colleagues shared what she described as "inspirational" Space Jam memes. The Michael Jordan and Bugs Bunny-starring 1996 comedy flick is considered a classic by many, but thankfully, none of the teams had to compete against the likes of the Monstars.

Even if they had, however, it appears the teams still would have enjoyed themselves. The team sport was a great way for co-workers to get to know one another outside of the office.

"I enjoyed the team bonding with my co-workers," Shei said. "Our job roles are different and I don't interact with some of them much, so it was great getting out and

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Teams representing the Indiana Department of Transportation (right) and the Indiana Finance Authority battled in the final round of the Indiana SECC Basketball Shot Relay Tournament Nov. 5. The INDOT squad won the tournament by scoring 218 points in the championship round.

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INDOT rains buckets, reigns supreme at first-ever SECC Basketball Shot Relay

getting to know them better. I liked the relay because I don't have the competitive skills to play in a three-on-three game, but I can shoot hoops with friends. I think this set-up allowed different people to participate that may not have volunteered in the past."

Her thoughts were seconded by teammate Fasbinder who sank many a free-throw in DOR's two games.

"I really enjoyed the format," he said. "I had a great time."

Piersall's AOS team was consistently "money" as well, hitting shots from all over the court. They narrowly missed making it to the championship round, but they also found plenty to enjoy about the day.

"I've played basketball pretty much my whole life and have not been able to play too much the past year, so it was refreshing and a good opportunity to get in some fun competition," he said.

Johnson didn't have much trouble forming a DCS team, all of whom had at least a little basketball experience to back them up.

"Once I heard about the event, I asked my team members if anyone could play," she reflected. "Bryani [Williams] and Armoni [Morales] said yes with a smile and agreed to play. I searched for another player by asking coworkers in the office and found Alexsis [Miller]. Alexsis said, 'Sure, I will do it!' Everyone said they had experience in playing basketball, so I knew I had a team! I played back in my high school days, so long ago. I still have love for the sport and never forgot how to shoot the ball. It was a great event for us to bond and have a great time."

The locale was a nice draw, too. The basketball court at the governor's residence hosted two prior SECC three-on-three basketball tournaments. The regulation-sized court sits adjacent to the historic home currently occupied by Gov. Eric Holcomb and First Lady Janet Holcomb, framed on all sides by trees and emblazoned with the state seal. Little touches like the Indiana Pacers and Fever logos give it a distinctly Hoosier feel. In a state known for its fondness of basketball, the court is still one-of-a-kind and certainly something you don't see every day.

"I enjoyed the event being held at the governor's grounds," Piersall said. "I hadn't seen it before so seeing a little bit of Indiana's history was pretty neat. The whole thing was a lot of fun and I would love to do it again next year."

Each of the teams collected $80 for an entry fee, which was donated to YWCA.

The players took note of the importance of SECC as a mechanism for state employees to contribute annually to numerous charitable institutions. A majority of the money raised for SECC programs comes from employee donations made directly from their paychecks, but there's something special about being part of the signature events.

"Participating in activities is more meaningful than just contributing money via check or direct deposit," said Seiwert.

His comments were echoed by Johnson.

"It's always a good feeling to give back when you can," she said.

"Hopefully the basketball event drives more attention/awareness to the [SECC] program itself, which drives more donations to programs like the YWCA," Clark noted.

Shei mentioned how easy it is to donate. Just go to indianasecc.org to learn all you need to know about SECC, its sponsors, all of the planned activities, and to find a list of charities.

"SECC gives employees a clear and simple way to give back to their communities," she said. "Everything is all set up. All you have to do is donate and have fun with the activities."

Abbott said the opportunity to assist a charity is one reason he and his teammates love to participate each year.

"These events bring so much good out of each of us," he said. "We are all competitive people, but it makes it so much more worth it when we are competing for charity. Knowing that the primary purpose for these events is raising money for important organizations such as the YWCA will bring us back time and again."

Check out a gallery of photos from the event at the State of Indiana Employees/Invest in Your Health Facebook page.

And here are the day's scores:

Round 1: INDOT (180), IFA (150), AOS (121), DOR (78), DCS (72)

Round 2: INDOT (194), IFA (172), AOS (117), DOR (80)

Round 3: INDOT (218), IFA (176)

Redeem your rewards and get focused on wellness this holiday season – and beyond

You earned your ActiveHealth rewards in 2020, so don't let them slip away!

You have until 11:59 p.m. Dec. 31 to redeem any e-gift cards you earned this year from ActiveHealth before the portal resets for the 2021 program on Jan. 1. State employees who completed a biometric screening were eligible to receive a $100 e-gift card. Those who finished a health assessment were awarded a $50 e-gift card.

To redeem a card, simply visit the ActiveHealth portal and navigate to the "Rewards" tab. Then click "redeem" and follow the prompts.

When the portal resets, make sure you log in to see program details and the rewards that will become available in the new year. And while you're thinking about your 2021 resolutions, remember that health coaches are available to help you reach your wellness goals this holiday season – and all year long! Just call 855-202-4219 to learn more.

Get your flu shot by Dec. 31 to qualify for a $25 e-gift card

Amid the ongoing COVID-19 pandemic, it's important to remember that fall and winter in Indiana bring another potentially serious illness: the seasonal flu.

Luckily, state of Indiana employees have several opportunities to receive a flu shot, and as an added bonus, if you get your flu shot between Aug. 1 and Dec. 31, 2020, you'll be eligible to receive a $25 e-gift card from ActiveHealth in January 2021!

Check out the flu shot reward FAQ for more information.

So where can you get your flu shot? Onsite flu shot clinics have ended for this year, but several options remain. CVS Pharmacies are administering vaccines at participating retail locations. Vaccinations may also be received at your doctor's office, retail pharmacy, or nearby walk-in clinic. Even at any of these locations, the state covers 100 percent of the cost if you carry state insurance.

If you need help finding a location, check out the vaccine finder at InvestInYourHealthIndiana.com.

Learn much more here, including information from the Centers for Disease Control and Prevention (CDC) on whether or not you should receive a flu shot.

A trip to the doctor's office can help keep you safe this flu season

Anthem

One shot helps lower your flu risk — and it's covered under your health plan at 100%

If you have concerns about the flu vaccine, here are the facts behind three common myths >

For more flu facts, visit my-flu-shot.com.

Protect yourself from the flu by visiting your primary care doctor's office for a flu shot.

If you don't have a doctor, you can use anthem.com or use the Sydney Health mobile app to find primary care doctors near you.

The truth about common flu vaccine myths

MYTH

The flu vaccine can give you the flu.

FACT

The flu vaccine cannot make you sick with the flu. That's because it's made with either an inactivated or dead virus, or with only a single protein from the live virus, which isn't enough to make you ill.[1]

MYTH

Receiving the flu shot every year isn't necessary.

FACT

Immune protection from a vaccine declines over time, and the types of flu strains constantly change, so the Centers for Disease Control and Prevention recommends a yearly flu vaccine for everyone 6 months and older, with very few exceptions.[2,3]

MYTH

A flu shot increases your risk for other respiratory illnesses.

FACT

Flu vaccines do not make people more likely to have other respiratory infections.[3]

1 Centers for Disease Control and Prevention: *Misconceptions about seasonal flu and flu vaccines* (August 11,2020): cdc.gov/flu/prevent/misconceptions.htm.

2 Centers for Disease Control and Prevention: *Frequently asked influenza (flu) questions: 2020–2021 season* (September 21, 2020): cdc.gov/flu/season/faq-flu-season-2020-2021.htm.

3 Clinical Infectious Diseases: *"Influenza vaccination is not associated with detection of noninfluenza respiratory viruses in seasonal studies of influenza vaccine effectiveness"* (June 2013): academic.oup.com.

Getting 'the band' back together

'Lip-Sync Battle' participants bond as event raises more than $2,000

At a time when working remotely has become a frequent occurrence for many state employees who were once part of the seas of cubicles so synonymous with office work, keeping a sense of teamwork amid the separation has been a tall task.

Virtual meetings and other technological tools have helped fill the void of the loss of the type of camaraderie that often accompanies proximity, but there is no true substitute for face-to-face, in-person connections.

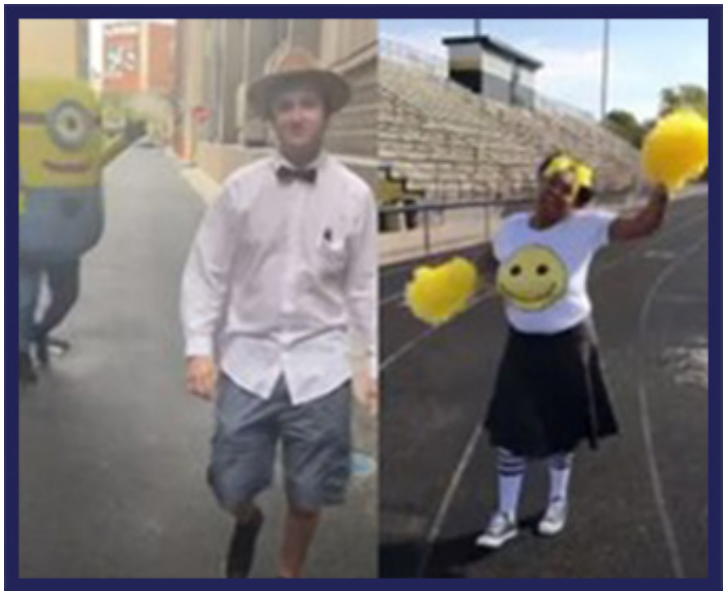
So when the opportunity came for some employees who had been separated for months due to the COVID-19 pandemic to get together – and in support of charity no less -- they jumped (socially-distanced, of course) at the chance.

Repeat champs

"Like everything else that has happened this year, coordinating and working with the team was a challenge as we all are working remotely," said Kirk Schreiber, senior bank analyst for the Department of Financial Institutions. "But in a short time frame we were able to come together as a team to be creative, work together, have fun and laugh, and build stronger relationships."

Schreiber and his team of veteran lip-syncers (Angie Smith, Sharmaine Stewart, Kelly Nelson, Konnor Miller, Stephan Milewski, and Michael Fracassa) reunited for the third annual Indiana SECC "Lip-Sync Battle" in October with the intention of putting on a show as hilariously entertaining as last year's. Having won the competition in 2019, the team knew they would have to get "the band" back together and come up with a memorable encore. In fact, they started planning for the 2020 program not long after they put a wrap on last year's show.

What form the performance would take was anyone's guess at the outset, but after a series of virtual meetings and much discussion, they landed on Pharrell Williams' 2013 hit, "Happy." The DFI team took inspiration from Williams' work by mimicking parts of the popular music video that accompanied the Grammy-winning earworm, and the end result was another winner in the eyes of viewers. After a Microsoft Teams presentation of the Lip-Sync Battle, DFI once again emerged as the event's top vote-getter, determined as such by donations.



Getting the chance to work together on the project was another fun team-building experience for the DFI crew who said last year that their live performance of Donna Summer's "She Works Hard for the Money" was a positive way to interact with and get to know their teammates outside of the traditional work environment.

This year's event was that as well, but getting to share fun times with work friends when working from home is at least a temporary norm for so many was a nice change of pace.

"Through a very tough year of hardship and separation, it was awesome to get a chance to be together after a long year quarantined and it was very enjoyable getting to see everyone again," Schreiber said.

They wanna rock

With the event going completely virtual in 2020, the stage so to speak was open to more performances than ever before, and making video productions instead of appearing live in the Indiana Government Center auditorium allowed for creative liberties that would have been tougher to pull off in a one-shot performance.

Case in point: a re-enactment of an iconic '80s music video that took contest viewers back to the early days of MTV.

After all, it's not every day that one can toss their boss out of a window (not even if you're Dee Snyder!) and dance around the office and parking lot in Twisted Sister-inspired biker gear and makeup. But that's exactly what the Department of Child Services office in Warrick County did with their performance of the hair

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metal band's 1985 hit, "We're Not Gonna Take It."

"We had so much fun and this was a great teambuilding activity," said office manager Ashley Arnett.

The video featured numerous performers and paid tribute to its gloriously cheesy source material with a few bits that were nearly shot-for-shot homages to Twisted Sister's magnum opus. It was a lot of work for many, but all of it was fun. Arnett described the scene of the production, which was shot in a single day and led by some truly dedicated staff members.

"The day we filmed the video we had some people doing hair, others doing make-up… we had employees playing the music, employees stepping into a leadership role, and teaching the choreography," she said. "We had a lot of people step outside their comfort zone and really put themselves in the spotlight to hopefully give everyone a good laugh and raise money for a good cause."

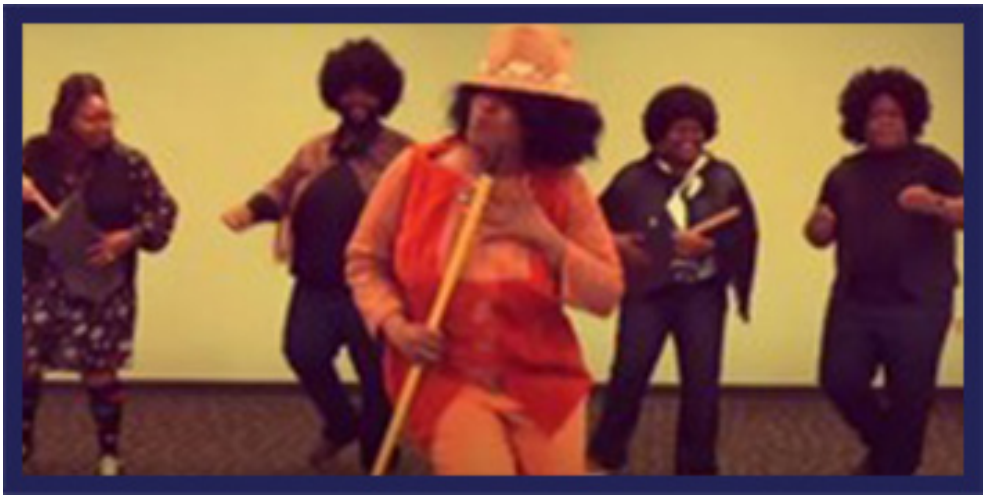
All proceeds from the event were donated to the Correctional Professionals Assistance Foundation of Indiana.

Leading the way for the Warrick County crew was a pair of performers who helped the cast nail down the look and feel of the original tongue-in-cheek music video.

"We had two employees really step into the lead," Arnett said. "They were Megan Gresham and Lois McGill. They choreographed the dance moves, organized the wardrobe, and gave suggestions on hair and makeup. They met with Stephen Decosta who filmed the video to make sure all the ideas would work."

The raucous performance drew raves from other employees when they saw the finished product, Arnett said.

"After the video was done we had an office viewing party and revealed the show to the rest of the Warrick County team," Arnett recalled. "It really made everyone laugh and lifted spirits. After the live competition we got some emails from other state employees as well as some calls to the office telling us how much people enjoyed our video, so we hope it gave everyone who watched it a laugh."



The rest of the cast included Joy Pullen, Karen Thien, Amber Hoffman, Caleb Breeden, Shawnee Book, Rachael Sutton, Taylor Brasel, Lauren Baird, Tara Hunter, Pamela Swiderski, Krystal Whitsell, and Gwen Girten. Arnett herself cameos as the supervisor unceremoniously heaved out of the window a la the classic video.

Easy as 1-2-3

Meanwhile, another DCS crew put together a show-stopper of their own, and they looked to their hometown's inimitable influence on the popular music industry for inspiration.

"We decided to go with the Jackson Five, as Gary, Indiana is home to the Jacksons and we have a strong following," said Stephanie Naumoff, a family case manager supervisor.

Naumoff described her colleague Shanell Manuel as a lifelong "superfan" of the late Michael Jackson, who came to stardom as the lead singer of The Jackson Five as a child. Manuel's enthusiasm helped enlist Vashona Mack, Edward Leonard, Christian Winfield, and Tammie Washington as the Jackson siblings for their lip-sync performance of their 1969 hit, "I Want You Back."

Off-camera, Wanda Miranda was the video's rose thrower, and Naumoff served as creative director.

The rest was up to the dancers, including Manuel's front and center, spot-on Michael Jackson imitation. Naumoff said they completed the shoot in about 45 minutes, but had a great time doing it.

"It was fun to connect and get it done," she said. "We recorded in just a few takes, because we've all been so busy. We definitely had a great time and forgot about our

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Getting 'the band' back together

frustrations for a little while."

Although they didn't win this year's competition, the performers are hoping to return in a future event. After all, The Jackson Five catalog is overflowing with material.

"We are delighted that the event was so successful and look forward to future events," Naumoff said. "The Jackson Five have a lot of numbers after all. Now that we've done it once, we have a better idea of how to get it done."

'RPO Sistas' continue DOR's Lip-Sync legacy

The Indiana Department of Revenue knows a thing or two about competing in Lip-Sync battles having been featured in all three events. They won the 2018 competition with a wild, dance-filled tribute/parody of Vanilla Ice's "Ice, Ice Baby," and followed that up with a boy band mashup last year.

For this year, they went back in time to 1979 for the disco era classic "We Are Family" by Sister Sledge.

Rhonda Horton, a DOR tax analyst, said that her teammate, Jamie Onger, picked the song. Horton selected the costumes, which she said she knew had to hail from the 1970s. Tammie DeMougin rounded out the trio.

Their performance mirrored the musical/variety television shows of the era.

As was the case with nearly all of the 2020 Lip-Sync Battle performers, the opportunity to create a video with their co-workers was a reprieve from a challenging year.

Horton said the positive effects of the performance were "getting to know what other things each other likes outside of work, practicing and laughing, and coming up with ideas to complete our performance."

"We actually feel closer, like sisters, and that is how our stage name (RPO Sistas) came into play," Horton added.

The masked 'singers'

As nice as it was to separate oneself from the challenges presented by the COVID-19 pandemic, the groups knew that continuing mitigation efforts were important, and the group from the Indiana Department of Correction melded some of that advice with Iggy Pop's 2001 rock song, "Mask."

IDOC's video was shot by Gregory Dunn, a program director, who took a fun and funny approach.

"I tried to convince anyone that was in the office to participate," he said. "I just wandered our halls until I ran into someone. Thankfully, many of the exec staff of IDOC were glad to do their part. It was as simple as asking them to 'just dance' for about a minute."

The participants showed off their dance moves without any music, which was added in later. Dunn found the Iggy Pop cult favorite and added it into the background of his footage. The video doubled as an entry in the SECC "Mask-Up, Hoosiers" PSA contest as it encouraged the use of face coverings.

For a great cause

Having IDOC employees bust out a few impromptu dance moves around the office gave the workers a reason to smile, Dunn said, especially during a stressful time.

The program's support of CPAFI was important for the IDOC employees participating as well.

"The DOC is so thankful that the CPAFI is able to be benefited by the Lip-Sync Battle," said Dunn. "It warms our hearts that the other agencies were able to participate and create such fun videos"

Those other agencies agreed that performing for an important cause was more than worth the time and effort.

"Contributing to a cause that is bigger than ourselves is a rewarding feeling, and knowing we have a part in that means so much more," said Horton.

"SECC is such a great cause," remarked Arnett. "We hope that both the money we donated to vote for our team and the money that was raised by other voters is able to truly benefit the state and local communities in Indiana."

Schreiber and his team, like the other performers this year, are looking forward to next year's event, and he summed up his colleagues' efforts as a "win-win situation."

"We are a very giving and caring agency and we all are big believers of giving back to the community and charity," he said. "We love music, we have fun working together and creating something memorable, and it's all for a good cause. How can you beat that?"

Catch the performances on Microsoft Teams here or through the State Employees YouTube channel here.

Story by Brent Brown, Indiana State Personnel Department

Indiana State Museum honored for opioid addiction exhibit

The Indiana State Museum's exhibit "FIX: Heartbreak and Hope Inside Our Opioid Crisis," a daring look at the roots of the issue and how we can work together to improve the situation, has won the 2020 Best Practices Award from the Association of Midwest Museums (AMM).

The award, which is given to a cultural institution that has demonstrated thought-leadership through innovative programming and museum practices, was presented virtually Nov. 20. Watch the presentation on the AMM's YouTube channel here.

FIX opened in February and will be on exhibit at the Indiana State Museum through Aug. 1, 2021. Entrance to the museum exhibit is included with paid admission.

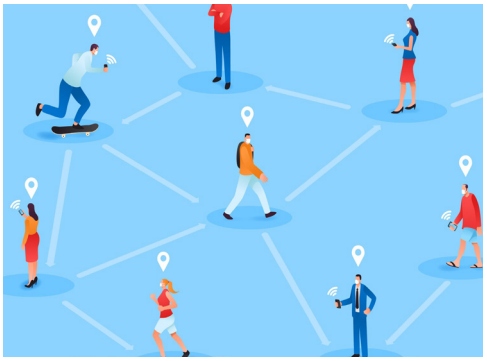
"We were impressed that the Indiana State Museum and Historic Sites addressed the subject of the opioid crisis in Indiana head on," said Gregory M. Wittkopp, director of the Cranbrook Center for Collections and Research and chair of the AMM Awards Committee. "They not only had the courage to address this timely and sensitive topic, but did it in a thoughtful and empathetic manner."

Contact tracers offer facts with compassion

There's unexpected emotional reward for contact tracers, who play a vital role in helping slow the spread of COVID-19 in Indiana.

Kayla Gatt helped a COVID-19 positive man living in a camp for people experiencing homelessness. While the man was skeptical of someone on the other end of his cell phone trying to help, he wasn't able to self-isolate.

Problem-solver Gatt connected him to 211, which referred him to a place that offers short-term living during isolation, and he had shelter before his first weekly follow-up call. When that tracer realized the man needed food, too, she helped him learn about free local food drives. By the third weekly call, the client was appreciative and



pleasantly surprised that tracers had been so helpful.

There's also heartache for tracers.

"It's a really hard job to do on so many levels," said team lead Cathy Roland, a nurse practitioner. "It's dealing with human beings at their worst with this fearful illness."

Read the full story here.

Stay up to date with COVID-19 news

- 2019 Novel Coronavirus (COVID-19)
- Indiana Department of Health
- Governor Eric J. Holcomb

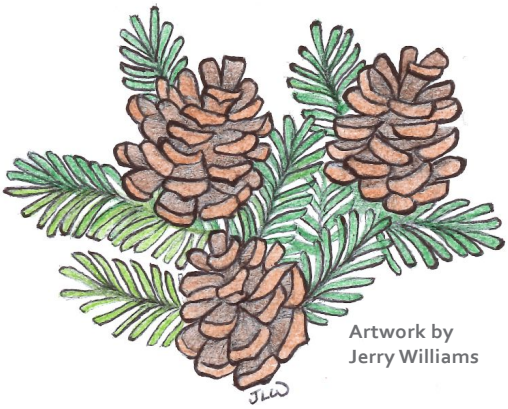
Helpful resources

Anthem Resources

- Anthem Employee Assistance Program (EAP)
- Anthem NurseLine
- LiveHealth Online
- 211.org

General Resources

- ISDH COVID-19 Call Center– 877-826-0011
- Contact the INSPD Benefits Hotline – 317-232-1167 (Indianapolis area), 1-877-248-0007 (toll- free outside Indianapolis)
- Disaster Distress Helpline – 800-985-5990, or text "TalkWithUs" or "Hablanos" to/al 66746.
- Substance Abuse and Mental Health Services Administration (SAMHSA) Helpline – 800-662-HELP
- National Suicide Prevention Lifeline - 800-273-TALK or 888-628-9454 (español)



Artwork by Jerry Williams

PeopleSoft Financials Training Redevelopment project moving forward

The PeopleSoft Financials Training Redevelopment Project continues moving forward.

This project converts Instructor-Led Trainings (ILTs) to Computer-Based Trainings (CBTs) to provide an enhanced training experience. The newly-designed module-specific CBTs offer comprehensive training, including both technical and business requirements necessary for state employees to perform their job duties in PeopleSoft Financials.

New users will be required to take module-specific CBTs prior to gaining security access in PeopleSoft Financials. Since new content has been incorporated in these trainings, it is important that existing users also take these courses when they become available.

Redevelopment is organized in the following stages, to be released as content is finalized.

- *Stage 1a: Accounts Payable, Accounts Payable Approver, and Asset Management (LAUNCH: JANUARY 2021)*
- *Stage 1b: Query Running, Query Writing, and Inventory (LAUNCH: FEBRUARY 2021)*
- *Stage 2a: Billing, Report of Collections / Zero ROC, and Accounts Receivable (LAUNCH: EARLY SUMMER 2021)*
- *Stage 2b: General Ledger and Agency Budget Analyst (LAUNCH: FALL 2021)*
- *Stage 3a: Project Costing, nVision Running and nVision Writing (LAUNCH: LATE 2021 / EARLY 2022)*
- *Stage 3b: Federal Draw Billing, FDB Express Deposit, and FDB Reconciliation (LAUNCH: LATE 2021 / EARLY 2022)*

Rollout details will be published preceding each launch. Users are encouraged to have ongoing conversations inside the agencies in preparation. The PeopleSoft Enterprise Portal, email blasts, and quarterly newsletters will provide more details. This information will be especially important to managers and agency security coordinators as coursework/ lesson structure will differ from the current methods and therefore, will employ a new process for training verifications before access can be granted. Communication with agency security coordinators began in early November and is ongoing in preparation.

Make sure your learning portal is up to date!

Complete your courses by Dec. 18

The end of the year is also one of the busiest times of the year, but in all the holiday hustle and bustle, don't forget to complete your learning courses!

All pending Indiana State Personnel Department (INSPD) learning courses in the PeopleSoft ELM must be completed no later than Dec. 18. This will ensure that your learning record is accurate in the new State of Indiana Learning Portal.

The new Learning Portal, which launched Nov. 16, is a highly stable learning environment capable of seamlessly connecting employee performance, succession planning, and learning and development.

Click here to get started!

Fifth annual 'Run the State 5K and Hike Series' spans four parks, three seasons, limitless fun

The fifth annual Run the State 5K and Hike Series got off to a delayed start, but new trail and course options, a popular scavenger hunt, and the draw of four very distinct Indiana State Parks led hundreds of state employees and their family members to enjoy some of the finest examples of "the great outdoors" in the Hoosier State.

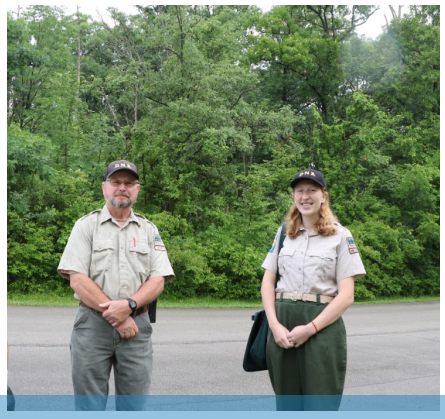
Precautions related to COVID-19 pushed back the start of the series from April to June, which led the customary 5K debut at Indiana Dunes State Park to instead serve as the curtain call, while the bison-filled Ouabache State Park on the banks of the Wabash took the nod as the kickoff event.

Aside from a little rain in Wells County, the weather for the rest of the series held up beautifully as the series made stops at Spring Mill State Park (a first for the event) and Ft. Harrison State Park before crossing the finish line in Chesterton. Dedicated runners out to set a new personal best time as well as those who preferred to hit the trails at a more leisurely pace were bound to have a good time.

Ouabache's course mirrored that of its series debut in 2018, but the Oct. 17 finale at Indiana Dunes allowed series mainstays a new view with a an entirely different course through the park. Spring Mill, which is home to a pioneer village, allowed hikers to take in some new scenery, while the perennially-popular August event at Ft. Harrison included a 5K and three separate hike options for the first time.

"It was great to be able to offer safe events for our employees to get out and be active with their families," said Ashley Martin, Indiana State Personnel Department wellness coordinator. "I was glad to see both returning employees and families as well as first time participants. Special thanks to DNR for allowing us to use their wonderful parks and mapping out the courses."

Martin said more than 300 state employees and their family members made it to at least one event, which, for the first time, included events in spring, summer, and fall.



The Indiana Department of Natural Resources was integral in making the fifth annual Run the State 5K and Hike Series a success.

Those who attended multiple hikes and 5Ks, however, had the opportunity to participate in a photo scavenger hunt, which also allowed them to explore more of each park during their visit. Scavenger hunt participants snapped selfies and family photos at unique and even iconic locations such as Ouabache's bison enclosure, the sandy beaches of Indiana Dunes, the saddle barn at Ft. Harrison, and Spring Mill's Gus Grissom memorial. The park entrance sign, playground equipment, and the Invest in Your Health archway at the conclusion of the race were other prime scavenger hunt photo ops.

The result was more than worth the travel; participants could win one of four Indiana State Park passes via a random drawing, which could open the doors (literally!) to nature-filled fun in 2021.

Make visiting investinyourhealthindiana.com a habit to continue learning how you can make the most of your employee wellness program.

From left to right, Chelsea Hawkins, Sarah Stotts, Terri Morgan, and Candice Hatfield. In front, Emma Hawkins and Rylee Stotts. Spring Mill State Park hike July 11.

SuccessFactors makes performance management easy

Performance is everyone's job to manage. SuccessFactors makes it easier with the Performance & Goals module.

The redesigned Performance Appraisal process enables employees to provide information that can help improve their manager's review. By utilizing goal comments on the Goal Plan and participating in the self-assessment, employees will rate their performance and provide evidence to support the rating selected. Employees who take advantage of this opportunity will see *a Performance Appraisal that more accurately reflects performance and provides improved, targeted feedback* on areas of success and improvement.

Managers now have more resources than ever to efficiently create appraisal ratings and feedback. The Performance & Goals module was designed to make documenting performance easier. With self-assessment and goal comment visibility, managers can access relevant fact file information to consider, and can copy, paste, and edit while creating the appraisal.

In addition to enhancing feedback and comments, managers and employees will *benefit from a more equitable appraisal experience*. New resources and best practice education have been made available for managers to objectively appraise performance goals and competencies. Further, the process has been improved to clarify review/approval roles and responsibilities. More opportunities are given to agency leaders for ensuring ratings are supported with evidence, levels of performance (high or low) are identified using consistent standards, and employees receive appropriate support and follow up.

To learn more about how SuccessFactors makes managing performance easier, check out the following resources:

- Complete the online training in SuccessFactors for your role(s). To access it, follow these steps:
  - Log in to SuccessFactors: http://ow.ly/pqka50ColhZ.
  - Select Learning from the home menu.
  - Search for the course Performance & Goals: Performance Appraisal Online Training Performance Appraisal Handbook.
- SuccessFactors Performance & Goals Quick-step Guides
  - for Managers
  - for Employees
  - for utilizing dashboards
- Performance Appraisal Manager Rating Checklist
- SuccessFactors Performance & Goals Frequently Asked Questions
- Statewide Monarch SharePoint site
  - Note: This site is inaccessible to employees of the Office of the Auditor of State, the Indiana School for the Blind, and the Indiana School for the Deaf. Please contact your HR Representative for more information.

Your agency may request your online training and self-assessment to be completed sooner than Dec. 31.

Office hours are available to managers and employees for questions about the process or form features.* Join the INSPD Performance Management Team every Monday through Thursday at 1-2pm, December 7th -17th. *No sign up needed, mark the preferred date on your calendar and join the session the day of.

Click here to join the meeting

State of Indiana employees eligible to file for Equifax restitution claim

State of Indiana employees may file a claim for a restitution payment as a result of an Equifax data breach that occurred in 2017.

The breach compromised Social Security numbers, dates of birth, addresses, and in some cases, driver's license numbers and credit card information. The company has agreed to pay the state $19.5 million and millions of Hoosiers are eligible for a portion of the claim. For more information or to file, visit IndianaEquifaxClaims.com.