On Oct. 19, Louis Douglas, 89, of Indianapolis, retired from the Indiana Department of Health after 65 continuous years of service. He is the longest serving Indiana state employee in history. Governor Mitch Daniels and Adjutant General Martin Umbarger honored Douglas for his service during a private meeting on Oct. 15, where they presented him with the Indiana Distinguished Service Medal.

Douglas was born in 1923 in Indiana. Prior to joining the State, he served in the Army Air Force and was deployed to India during World War II. After serving with honor, he returned to Indiana where he attended Purdue University and in 1947, earned a Bachelor’s Degree in Bacteriology/Chemistry.

After receiving his degree, Douglas began his career with the State on October 16, 1947, as a bacteriologist with the Indiana Board of Health Serology Lab. His salary at the time was $200 a month. His first paycheck, which was for one day’s work, was less than $3.

Over the past 65 years, he has worked as a serologist (which is the study of bodily fluids), rabies specialist, virology specialist, bacteriologist, and most recently as a microbiologist within the Dairy Department.

Douglas plans to continue his service to the state as a volunteer at the Indiana War Memorial Museum. One of his duties is providing tours in the World War II section of the museum.
Employees completed a great Work of Heart for the 2012-2013 SECC

While the totals are not yet finalized, the State Employee Community Campaign (SECC) met the challenge issued by SECC Chair Commissioner Lori Torres to collect $1.2 million. Commissioner Torres believes the “A Work of Heart” theme for this year, is the perfect description of what we as state employees have accomplished.

The preliminary result of the 2012 SECC is currently at $1,264,286 and is the most raised by state employees over the 34 years. The number of Champion donors has increased to 1,553, an increase of 130 members or 9 percent. The number of Torchbearers has increased to 197. This money helps nearly 1,600 charities to keep providing critical programs in our communities.

“While payroll deduction is the lifeblood of the SECC campaign, the amount of enthusiasm for special fundraisers put on by agency volunteers has been truly a Work of Heart” said Commissioner Torres. “From chili cook-offs to book sales, candy, pie and snack attack fundraisers, and the cabinet’s first ever ice cream social, state employees have again demonstrated, in what looks to be a record breaking amount of donations, deep care and concern for their communities. Thank you to each and every state employee who donated even a dollar to advance the goals of the SECC.”

Commissioner Torres organized the first multi-agency SECC event: an ice cream social. Ice cream sundaes with all the trimmings were available for a $5 donation. Governor Mitch Daniels and Lt. Governor Becky Skillman joined state cabinet members as celebrity ice cream scoopers for this event, raising more than $1,800 for the Indiana Trails Foundation.

Several agencies exceeded their goals for this year’s campaign. Below are just a few of those outstanding results:

- Department of Revenue is again the top raising agency. They raised more than $111,000 and exceeded their goal by 11 percent. They also increased their Champion donors to 262.
- State Personnel Department exceeded their goal by $16,197 and increased their number of Champion donors to 51.
- Commission on Public Records more than doubled their goal amount.
- Evansville Psychiatric Children’s Center raised 20 percent more than their goal.
- Department of Insurance raised 22 percent more than the previous year.
- Department of Correction’s Central Office raised more than $38,000 or 27 percent over their goal.
- The Indiana Women’s Prison raised 26 percent more than the previous year.
- Plainfield Correctional Facility raised 65 percent over their goal, equal to more than $18,000 over their goal.
- Henryville Correctional Facility raised $4,503 over previous year.
- FSSA Administration raised more than $20,000 which was 23 percent more than the previous year.
- Office of Utility Consumer Counselor raised 26 percent more than the previous year.
- White River State Park raised 77 percent more than the previous year.

Visit insecc.org for more information.

Agency heads join Governor Mitch Daniels and Lt. Governor Becky Skillman to serve ice cream at the first SECC multi-agency fundraising event (Photo by Dan Axler).
INDOT’s Business Practices Receive Major Engineering Awards

The American Association of State Highway and Transportation Officials (AASHTO) and the Institute of Transportation Engineers (ITE) have recognized the Indiana Department of Transportation (INDOT) with national and international performance awards.

In August, ITE presented INDOT with its Public Agency Council Achievement Award of Excellence for “transforming its business practices by implementing innovative, creative and fiscally responsible solutions.” At its Annual Meeting in Pittsburgh on Nov. 18, AASHTO presents INDOT with its President’s Award for Performance Excellence.

“INDOT utilizes innovative management, construction and financing methods to achieve our mission,” said Commissioner Michael Cline. “INDOT’s values drive our approach to deliver quality results for our customers, partners and employees at the lowest possible cost.”

INDOT has realized tens of millions of dollars in cost savings by adopting more efficient policies and procedures, combining and streamlining procurement, and achieving reductions in operational costs. While Governor Daniels’ Major Moves program has nearly doubled Indiana’s highway construction, INDOT has the smallest staffing levels in recent memory with 3,634 current employees. Efficiencies gained are reinvested into capital expenditures or highway maintenance.

INDOT’s improved culture, creative thinking and teamwork have resulted in the implementation of the three specific initiatives recognized by AASHTO and ITE. AASHTO recognized INDOT’s DamageWise program with its President’s Award for Performance Excellence, while the I-69 Kitchen Table Meetings and Alternative Fuel Vehicles received Gold Performance Excellence Awards in 2011 and 2012, respectively. In May, Governor Daniels also awarded the DamageWise program a Public Service Achievement Award.

1. **DamageWise**: Approximately 4,000 motor vehicle crashes each year damage state property such as guardrails, cable barriers, signs, bridges, pavement, traffic signals and lighting structures. Reimbursement for repair costs has doubled after implementation of best practices identified in a joint research project with Purdue University. In Fiscal Year 2012, INDOT recovered $3.81 million.

2. **I-69 Kitchen Table Meetings**: Interstate 69 construction between Evansville and Indianapolis is breaking records for speed of development and construction. To prepare for the accelerated schedule, INDOT began offering “kitchen table meetings” in which customer service representatives provided property owners with information about the land acquisition process. Nearly all property owners accepted offers for the personalized meetings, resulting in field work being completed in a safer, more efficient and customer-oriented manner with fewer adverse impacts.

3. **Alternative Fuel Vehicles**: In response to fluctuating gas prices, INDOT converted nearly 600 of its vans and pickup trucks to run on cleaner-burning, domestic propane. INDOT owns the largest statewide network of 115 propane fueling sites, allowing fuel to be purchased in bulk at half the cost of regular unleaded.

These programs, and dozens like them now adopted or in various stages of adoption, are illustrative of a fundamentally new approach in how INDOT conducts its business. For more information about INDOT, please visit [www.indot.IN.gov](http://www.indot.IN.gov) or follow us at [www.socialmedia.indot.IN.gov](http://www.socialmedia.indot.IN.gov).

**Deductions begin in December**

Health, dental, vision, Health Savings Accounts and Flexible Spending Accounts changes or enrollments are effective January 1, 2013. Life insurance changes or enrollments that do not require Evidence of Insurability with approval from AUL are effective Jan. 6, 2013, for payroll A and Jan. 13, 2013, for payroll B.

Deductions for health, dental and vision begin:
- **Payroll A**: Dec. 19, 2012 (9 days at old plans & rates; 5 days for new plans & rates)
- **Payroll B**: Dec. 26, 2012 (2 days at old plans & rates; 12 days for new plans & rates)

Deductions for the Flexible Spending Accounts and Health Savings Accounts begin:
- **Payroll A**: Jan. 2, 2013*
- **Payroll B**: Jan. 9, 2013

*Note: No FSA or HSA contributions will be made on 12/31/13
Some state park and reservoir fees to change in 2013

Visitors to Indiana state parks and reservoirs can expect some changes in user fees in 2013. But the daily entrance rate of $5 remains the same.

“Our goal, as always, is to provide the best state parks and facilities we can for our visitors,” DNR director Rob Carter said. “We’ve made minor fee adjustments in the past to keep pace with the costs of meeting that goal. It’s now time to make a few additional changes, while also keeping in mind family budgets and the economic challenges Hoosiers are facing.”

Some of the changes in fees include:

- Annual entrance permits increase from $36 to $40 for Indiana residents. The annual out-of-state entrance permit increases from $46 to $60. Annual entrance permits also may be used for entrance to the interpretive center at Falls of the Ohio State Park.

- Camping rates increase by $1 to $4 depending on the type of facilities, but weekday campers still get a better rate.

- Swimming pool fees increase from $2/person/day to $3/person/day. A family swimming pass is $50 for a 25-visit pass, which can reduce the per person/per day cost to $2. Swimming passes have no expiration date, and can be used from one year to the next.

- Cabin rates increase by $5 a day in some locations.

- The annual motorized lake permit increases from $20 to $22.

- Some state park inn rooms increase between 99 cents and $4.95/night depending on location and amenities.

For a complete list of fees, visit stateparks.IN.gov/2391.htm.

In 2006, the Indiana Natural Resources Commission approved a fee structure that gives the DNR director flexibility in setting rates for entrance, camping, swimming, boat launching and many other facilities and services. None of the fee changes for 2013 move pricing at or even near the top of the ranges established by the Commission, and many activities remain free after paying the gate entrance fee.

Some of those activities include hiking, biking, visiting nature centers, enjoying most interpretive programs, picnicking and birding.

Visitor fees provide about 67 percent of the funding for services, staff and the natural and cultural resources visitors enjoy when they visit a state park or reservoir. About 33 percent of the funding comes from monies appropriated by the General Assembly from general fund tax dollars.

“Modest, periodic adjustments in fees help us maintain services,” said Dan Bortner, director of the DNR Division of State Parks & Reservoirs. “This approach was championed by Col. Richard Lieber, the founder of our state park system, from its very beginning in 1916. It is a philosophy that we still believe in today.

“There aren’t many places you can go and enjoy a weekend with several thousand acres of forest, prairie or wetlands wrapped around you. A visit to one of our state parks or reservoirs is still a great value.”

Recreation users have a great opportunity for savings through the end of the year by purchasing online either an SPR Go! Value Package or a Holiday Gift Pack. Pricing on both of these packages remain the same through the end of 2012. The sale of these packages continues through Mother Nature’s Mercantile at www.innsgifts.com.

Camping reservations for Memorial Day Weekend, 2013 are now being accepted. To reserve a campsite, cabin, recreation, building or shelter, visit camp.IN.gov or call 1-866-6CAMPIN (1-866-622-6746).
The Torch

Magazine honors INDOT Bridge Project

A bridge project connecting southern Indiana to Kentucky is receiving national attention. The innovative design and construction methods used on the Milton-Madison Bridge Project have received a “Best of What’s New” award from Popular Science magazine.

“For 25 years, Popular Science has honored the innovations that surprise and amaze us – those that make a positive impact on our world today and challenge our view of what’s possible in the future,” said Jacob Ward, editor-in-chief of Popular Science.

“The creative approach used in replacing this bridge continues to draw a lot of positive attention,” said Kevin Hetrick, project manager for the Indiana Department of Transportation. “There’s a lot of pride in this truly exceptional project on both sides of the river.”


The Milton-Madison Bridge Project, a joint effort between the Indiana Department of Transportation and the Kentucky Transportation Cabinet, has received numerous awards. It was named one of the top 10 bridge projects in the country by Roads & Bridges Magazine and has received several state and national engineering awards for innovation. For more information, visit www.MiltonMadisonBridge.com or follow the project on Twitter.

First Responders
Hoosiers were first to respond to help after Hurricane Sandy

State employees played an important part in responding to Hurricane Sandy and helping people on the East Coast. Led by the Indiana Department of Homeland Security (DHS), nearly 200 state and local responders were deployed, including two separate state Incident Management Assistance Teams (IMAT).

“We believe Indiana was one of the first states, if not the first state, to answer calls for help from the East Coast in response to Hurricane Sandy and the Nor’easter that devastated the region,” said Joe Wainscott, DHS director. “Indiana is very fortunate to have such capable and dedicated emergency response professionals who are willing to go above and beyond their daily call of duty to assist our neighbors during this disaster.”

On Oct. 27, Indiana began receiving requests for resources to aid with evacuation and response. IDHS immediately increased staffing at the State of Indiana Emergency Operations Center to reach out to partners within the state to evaluate resources that could be deployed to assist.

The IMAT and AHIMTs were merged and sent to Long Beach, New York. The EMS Strike Teams returned home in early November, followed by the IMAT and AHIMT on Nov. 11. Both the IMAT and AHIMT helped manage the overall incident for local jurisdictions. The EMS teams provided medical care.

A second IMAT was deployed to replace the existing team in the City of Long Beach. The team was split into two groups. One managed the incident, and the other assisted with donation and volunteer coordination. The team returned to Indiana on Nov. 24, after spending the Thanksgiving holiday in New York.

Those deployed included public safety professionals from IDHS, Indiana University, IDHS Districts 1, 2, 4, 6, 7, 8, 9, and 10, Indiana Department of Natural Resources, Indiana State Police, Indiana Office of Technology, Indiana Department of Labor, Integrated Public Safety Commission, Department of Correction, and the Family Social Services Administration.
Need help submitting FML paperwork? Check out these FAQs

For those of you in agencies served by State Personnel Department’s centralized FML processing staff, we want to thank you for sharing your experiences with the new electronic FML process in PeopleSoft. We have been listening to your feedback and have put together a list of helpful hints that provides answers to your most frequently asked questions. If you still have questions, please visit the Family Medical Leave website at www.in.gov/spd/2397.htm, or call the FML helpline toll free at 1-855-SPD-INHR (1-855-773-4647) and choose the FML option.

Did you have trouble uploading a document?  The system does not like dots or characters in the file name. If your file name has dots or characters, you must resave it without these items and upload the document again.

Not sure if your documentation uploaded?  If you see your attachment in the “FMLA Attachments” box, then your document has been uploaded successfully and you must click “save and submit.” If you had previously submitted a FML request and have come back to upload documentation, you must click on “save and submit” after attaching the document.

Trying to upload additional documentation to your previously approved FML? If you have been previously approved for FML and need to submit updated documentation regarding your leave, you must contact the FML line about including the new documentation in your PeopleSoft file.

Not receiving e-mail communication? Verify the e-mail on your FML request and confirm that it is correctly spelled and active. Also, be sure to check your spam folder to see if messages were sent there.

Did you receive a 15 day e-mail to submit supporting documentation? The deadline for attaching appropriate documentation is 15 calendar days from the date the email was sent.

Did you receive a 7-day e-mail to submit clarifying documentation? The deadline for attaching documentation to clarify the information already submitted is seven calendar days from the date the email was sent. That information must be attached to your original request. Do not enter a new, duplicate request for FML. Simply attach the documentation to your existing request.

Do you need to request Serious Health Condition of Self/Spouse and Parenting Leave? Two separate FML requests are required to take leave both for care during recovery from childbirth and for parenting leave with your new child. The documentation for the pregnancy/childbirth can be used on the parenting leave request, too. In order to submit two requests, you must submit the first request, and then click “FMLA Request” in the menu along the top of the page to return to “Instructions” and submit a second request for the parenting leave. Want to know the difference in the two leave types? Review our Expectant Parent Packet.

• “Submitted w/o documentation” status means that unless you upload the proper documentation by your deadline, your request will be automatically denied.
• “Submitted” status means the documentation has been successfully uploaded and you should receive a response within 5 businesses days of submitting documentation.
• Once processed, your request status will either show “Approved” or “Denied.”

State Park Holiday Gift Pack

The Indiana State Parks are offering a Holiday Gift Pack again this season. This a perfect gift that’s one size fits all.

Just $99, a $23 savings

The gift pack includes:
• 2013 State Park Entrance permit (valid for admission to all park/reservoir properties)
• $70 State Park Inn gift certificate (can be used for lodging, meals, gift shop purchases)
• One year subscription to Outdoor IN (6 issues per year that highlight the activities and beauty of our IN state parks)

Order online at www.InnsGifts.com
Offer ends 12/31/12

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)

Not sure the status of your request? Status is noted in the upper right hand corner of the request screen.
The Torch

Lt. Governor receives large contribution to the Bicentennial Nature Trust

Winding down gravel roads between the Hoosier National Forest and the banks of the Ohio River lies a place former Governor Edgar Whitcomb calls “Heaven.” The tiny town of Rome in Perry County has been the governor’s home for many years. Now he wants to share his picturesque view with all Hoosiers. Governor Whitcomb donated a gift of land to the Bicentennial Nature Trust initiative. As co-chair of the Bicentennial Commission, Lt. Governor Becky Skillman helped receive this generous gift.

The 144-acre plot boasts three log cabin homes, rare plant species and a tranquil view across the banks of the Ohio River. The property will be maintained by the Department of Natural Resources. Hoosiers will have the opportunity to enjoy this secluded retreat by renting one of the property’s cabins.

Governor Whitcomb’s gift came to the state at half of the appraised value and was paid for through the Bicentennial Nature Trust Fund. The fund is a collaboration of public dollars and private donations to support the Nature Trust projects.

The first twelve Bicentennial Nature Trust projects have been announced and they are receiving a collective total of more than $2.3 million. Projects will continue to be announced until the state fund is exhausted.

The hope is that Gov. Whitcomb’s generous gift to the state inspires other Hoosiers to donate land or treasure. These donations help preserve more Indiana acreage for generations of Hoosiers to enjoy.

Indiana celebrates 200 years of statehood in 2016. The state park system was created during the state’s centennial celebration in 1916. Now, the Bicentennial Nature Trust projects provide a lasting legacy for generations of Hoosiers.

The Bicentennial Nature Trust was first announced by Governor Mitch Daniels during his 2012 State of the State Address. Bicentennial Commission co-chairs Lt. Governor Skillman and former Congressman Lee Hamilton honored this request by starting a statewide campaign to acquire property that protects conservation and recreation areas throughout the state.

To read more about the Bicentennial Nature Trust projects, visit [www.lg.in.gov](http://www.lg.in.gov). To suggest a project or obtain more information, see [www.in.gov/dnr/heritage/7309.htm](http://www.in.gov/dnr/heritage/7309.htm).

State Museum

Holiday events at the State Museum

Christmas has come to the Indiana State Museum. Celebrate it in style at one of these holiday events:

**Nov. 23 - Dec. 31**

**Celebration Crossing**

Celebration Crossing features the nostalgia of the L.S. Ayres’ Christmas window display, as well as more contemporary holiday fun. Visitors can ride the Santa Claus Express, visit with Santa and get their photo taken, and participate in holiday and winter themed activities on all levels of the museum. Make sure to check out Family New Years Eve on Dec. 31 and ring in the New Year with a balloon drop at 8 p.m.

**Dec. 1, 2, 9, 15, 16, 22 & 23**

**Santa’s Holiday Breakfast**

Saturday seatings: 8:30, 9:00, 9:30
Sunday seatings: 9:00, 9:30, 10 a.m.
Non-member: $26.50 Adults, $16.00 Child. Member: $20 Adult, $12 Child – Children Under 3 Free.

Families are invited to share a festive breakfast with Mrs. Claus, Raggedy Ann, Trumble the Train and other characters. Once you’ve enjoyed your buffet meal, visit Santa at his holiday home, participate in the many holiday themed activities throughout the galleries and ride the Santa Claus Express train in Celebration Crossing. The breakfast also includes gift bags for children and museum admission.

For more information, call 317.232.1637 or visit [indianamuseum.org](http://indianamuseum.org).
On Nov. 28, the Indiana Economic Development Corporation (IEDC) announced that this year it has already worked with 220 companies that have made decisions to expand or establish new business operations in Indiana, outpacing the 219 decisions by companies announced at year-end last year and every other year on record.

“With nearly five weeks left in the year, 2012 has already broken the state’s all-time record for number of deals won,” said Dan Hasler, Secretary of Commerce and chief executive officer of the IEDC. “This is especially remarkable considering the ongoing concerns over the ‘fiscal cliff’ that have caused many companies to curtail investment plans.”

The 220 companies anticipate investing $3.6 billion in their Indiana operations and creating 20,866 new jobs in the coming years. These new positions pay an expected average hourly wage of $22.35, above the state’s current hourly wage of $19.66. Meanwhile, the average amount of state conditional tax incentives offered to companies on a per job basis is $8,916, down from around $37,000 in previous administrations.

“Under Governor Daniels’ leadership, this administration has taken pride in tackling challenging but common sense issues to make Indiana the most sought-after business location in the country,” Hasler said. “From its right-to-work status to its falling corporate and property taxes to its AAA credit rating, these results are proof that Indiana works for business.”

This announcement was driven by companies like Magnetation, Amazon, The Finish Line, Appirio and Toyota, all of which chose the Hoosier State this year as the location for multi-million dollar investments and the creation of hundreds of new jobs. From Advanced Metal Technologies’ decision to locate 350 new jobs in Jeffersonville to Sweetwater Sound’s plans to expand its Fort Wayne headquarters adding 316 new jobs, communities across the state are welcoming new career opportunities for Hoosiers every day.

“But Indiana is on a hot streak and we have no plans to slow down. We expect many more announcements in the month ahead and look forward to placing a big exclamation point on the eight years of success built by this administration,” said Hasler.

Governor Mitch Daniels stopped to talk with Emma Stir as her twin sister Caitlyn keeps a close eye on the conversation at the US 24 Port Ribbon Cutting event on November 14 in Fort Wayne.

 Daniels to receive Princeton’s top alumni honor

On Nov. 14, Princeton University announced the selection of Governor Mitch Daniels as this year’s recipient of the Woodrow Wilson Award, the university’s top alumni honor. The governor was selected for his career of service in business and government.

“Governor Daniels embodies service,” said Cecilia Rouse, dean of the Woodrow Wilson School of Public and International Affairs. “From serving multiple presidents to leading Indiana, his approach to government is both thoughtful and smart.”

The governor receives the award and delivers remarks during Alumni Day activities at Princeton on Feb. 23.
Great Wolf Lodge discount

**Snowland begins Dec. 2 at Great Wolf Lodge**

Explore the enchanted winter wonderland during Snowland, a holiday celebration from Dec. 2 through Dec. 24. Make new holiday traditions. Santa and Mrs. Claus appear along with other daily events as daily snow showers fall. Other great seasonal events during Snowland include:

- Cub Club transforms into Santa’s workshop with a writing depot, wrapping depot and toy creation station.
- North Pole University – Kids enjoy fun holiday assignments to earn a “Snowploma,” arcade tokens and surprise gift!
- Great Clock Tower Holiday Show and nightly Story Time with Rowdy the Reindeer.
- Strolling Carolers, Magicians, and Santa’s Goodie Band all make special appearances with Mr. and Mrs. Claus, on Fridays and Saturdays only.
- Dine inside of the life size Gingerbread house, by reservation only, and with donation to Big Brother Big Sisters.

**Entertainment discounts**

**Get your tickets to December events**

In Indianapolis, discounted tickets are available to two Indiana Pacers home games, starting with Denver on Friday, Dec. 7. Also, the Pacers host the Chicago Bulls on Wednesday, Dec. 26. Both games start at 7 p.m. Get upper balcony level tickets for $8, lower balcony level for $15 and club level for $39.

Click [here](#) for tickets and use the promotional code SEASON to purchase. Contact Sam Elmore at (317) 917-2829 or via email [selmore@pacers.com](mailto:selmore@pacers.com) if you need assistance with your purchase.

Also in Indy, the Indiana Ice host two discount nights at Bankers Life Fieldhouse in December. The Ice games are Dec. 13 at 6 p.m. and Dec. 31 at 7 p.m. [Buy tickets here](#) and use STATE as the group ID.

In Evansville, hockey fans can see the Evansville Icemen for as much as $7 off per ticket. There are three home contests in December with available ticket discounts. Contact Matt Kiel at [mkiel@evansvilleicemen.com](mailto:mkiel@evansvilleicemen.com) or (812) 463-6390 to purchase discounted tickets. Also see [flyer](#) for available games and ticket prices that is posted on the discount page.

If sports aren’t your thing, then Broadway in Indianapolis still has discounted seats available now to all state employees. The next show is Jersey Boys, starting January 9. [Visit the entertainment page](#) for details on how to order these tickets online and view other discounts.