



The Torch

The official newsletter for Indiana state employees

First Lady's February food drive back for encore

The second annual Hoosiers Helping Hoosiers food drive kicks off Feb. 1 and First Lady Cheri Daniels is asking for your participation.

Through Feb. 26, agencies throughout state government will coordinate efforts to collect non-perishable items for local food banks.

"We received an overwhelming response to last year's call for donations," said First Lady Cheri Daniels. "I have no doubt that state employees will continue to recognize



the importance of helping our fellow Hoosiers in need."

For the 2009 drive, state agencies joined together to collect more than 81,000 food items and raise \$9,400 in monetary donations.

Suggested contributions include canned fruits, vegetables and meats as well as soup, rice and pasta. Collection bins provided by Gleaners Food Bank are located in the Indiana Government Center cafeterias and outside the Governor's Office in the State House. Other state offices around

the state have donation boxes located within their individual facilities.

The signature event for the Hoosiers Helping Hoosiers food drive is IndiCANA, a structure building competition with cans. The contest for state employees will be held Feb. 18, in the Indiana Government Center South atrium. First Lady Cheri Daniels will serve as judge for the competition.

Additional information, photos and a list of participating regional food banks will be updated at www.in.gov/gov/firstlady/2546.htm

Non-Tobacco Use Agreement

Are you remaining tobacco-free in 2010?

Did you accept the Non-Tobacco Use Agreement during Open Enrollment? Are you remaining tobacco free? Please remember that by violating this agreement you are placing your job at risk. Employees who have accepted the Non-Tobacco Use Agreement have agreed to be subject to tobacco testing, and anyone who tests positive will be subject to dismissal from employment.

If you know that you will not be able to honor all the terms of the Non-Tobacco Use Agreement, you need to rescind your agreement prior to the use of any tobacco products. To rescind your agreement you will need to log into PeopleSoft and rescind.

To get to the "Rescind Non-Tobacco Use Agreement" page follow these

steps once you've logged in:

1. Navigate to: Self Service-> Benefits-> Rescind Non-Tobacco Use Agreement.
2. Follow the prompts to submit your request to rescind the agreement.
3. Once you have submitted your request and, if your rescission is approved, your health care insurance premium will increase by \$10 bi-weekly. Also any premiums from the pay periods in which you received the incentive will be collected.

If you have any questions or need assistance, please contact the State Personnel Benefits Division at (317) 232-1167 or toll-free at 877-248-0007.

Benefits

Online benefits orientation for new employees

To support centralized benefits processing, the State Personnel Department will offer an Online Benefits Orientation for new employees every Tuesday from 9 to 10:30 a.m (EST). The first session will be hosted Feb. 2.

Each session will provide an overview
(Continued on pg. 5)

In this issue

Anthem offers health tips	2
Less traffic-related death in 2009.....	3
The Census is coming	4

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Submit your story ideas in an e-mail to:
spdcommunications@spd.in.gov



Printed on Recycled Paper

Maximize state health care benefits with these smart tips

Sometimes the simplest actions can make the biggest difference.

Here are a few easy action steps you can take to maximize your benefits and save more of your money in 2010. You can find additional information by visiting www.anthem.com

1. Take advantage of wellness benefits.

Wellness or prevention benefits such as mammograms, immunizations and annual checkups help you stay healthy. By making the most of these benefits, you can potentially prevent chronic conditions such as diabetes and high blood pressure. You can find your wellness benefits by using the MyAnthem feature at www.anthem.com or by calling the customer service number on your ID card for personalized benefit information.

2. Manage well being with help from Anthem's 360 Health programs.

Take the online Health Risk Assessment (MyHealth Assessment). Once you complete the online assessment, we can identify health-related areas to help you improve.

3. Get health tips from www.myanthem.com or Anthem customer service. At www.anthem.com, there's a lot of great information available to help you become more informed about your health care options, costs and ways to improve your health. Explore the Web site and learn more. Call the customer service number on the back of your ID card for more information.

Register today at anthem.com

- Go to www.anthem.com
- Select "member" at the top left corner of the page
- Choose your state from the drop down menu at the center of the page
- Select "enter"
- Click on "register now" under MyAnthem at the top left corner of the page
- Answer brief set of questions

Now you have access to a wealth of health tools and information.



Online options available with your flex account

Do you have a flexible spending account with Key Benefit Administrators – Flex Pro? You may be interested to know that you may now upload your Flex Card receipts directly to the Web.

Creating the account

First, you must create an account online at www.benefitspaymentsystem.com and select "Participant Login." Click on "Create Account" inside the gray box. Once on the account creation page, remember your employee ID is your social security number. You can skip the Employer ID field; enter only your Flex debit card number. Complete the rest of the information requested on the form. You may select your own user ID and password. Please contact your plan administrator at 800-558-5553 for questions regarding access to this site or for questions about balances and statements.

Note: Software that blocks pop-up windows can prevent you from logging on to BPS. If you use such software, you need to disable it for this site.

Uploading your receipts

After you've created your account and have logged in, navigate to the main menu and select "View Claims Pending" on the left side.

This will display any pending transactions. To the right, under the title "Receipt," you may upload the receipts that you would like to submit to Key Benefits Administrators for consideration on your account. You may upload receipts as a .jpg, .doc or .pdf.



2009 saw less traffic-related deaths in Indiana

In 2009, Indiana highways were the scene of the least amount of traffic-related deaths since 1925. Through Dec. 28, 2009, there were 680 highway fatalities, a 16 percent reduction from the previous year. In fact, there has been a 28 percent drop since 2004, when there were 947 fatalities according to the Indiana State Police (ISP).

“We’ve seen the number of traffic-related deaths decrease now for six consecutive years,” said Sgt. Dave Bursten, Indiana State Police spokesperson. “We’d sure like to see that continue. Many factors have contributed to this, including the public being more educated about seat belts and officers have stepped up enforcement, especially in common crash areas.”

The last time Indiana recorded less than 700 fatalities for a single year

Motor Vehicle Accident Deaths Indiana Residents

1999	1,020
2000	886
2001	909
2002	792
2003	833
2004	947
2005	938
2006	902
2007	898
2008	814
2009	680*

Source: Fatality Analysis Reporting System (FARS) numbers were used, which is submitted by the Indiana State Police to the National Highway Traffic Safety Administration.

* 2009 FARS numbers are accurate as of Dec. 28, 2009 and are subject to change.

was 1925, when the total was 670, according to records maintained by the state Department of Health. In 1925, when 670 traffic fatalities occurred, 711,364 vehicles were registered in the state; the fatality to vehicle rate was 1 to 1,062. There are eight times as many vehicles (5,676,076) registered in Indiana now, and the fatality to vehicle rate is 1 to 8,347.

Hoosiers did not drive less in 2009. But in recent years, Indiana has enacted tougher seat belt laws, 250 more state troopers are on Indiana’s highways and they are stopping more motorists for safety violations. Also, Indiana is taking a tough approach toward impaired driving. For example:

- State police have made Driving While Intoxicated (DWI) arrests a priority and arrests are up 54 percent since 2004. There have been nearly 2,300 more arrests for DWI in 2009 than a year ago (6,500 in 2008 to 8,785 through Nov. 30).
- According to the National Highway Traffic Safety Administration, Indiana had the fifth lowest percentage of alcohol-related deaths in the nation, 26 percent, for 2008. The national average for alcohol-related fatalities was 32 percent (.08 percent blood alcohol content or greater).
- ISP is near one million traffic enforcement actions (traffic arrests plus written warnings) for the current year. A year ago, the total was 940,000.
- ISP’s goal is to reduce fatal crashes by prioritizing locations that statistically have the highest crash rates and focusing on violations that are known crash causation factors. Those factors include following too closely, failure to yield, unsafe lane movement, speed and driving too fast for road or weather conditions.
- Indiana’s overall observed seat belt

usage rate climbed to record use of 92.6 percent in 2009, according to Indiana Criminal Justice Institute. This is an eight-point increase over the past four years and means that 529,000 more Hoosier motorists are using seat belts. In 2008, 44 percent of individuals who were killed in car crashes where restraint usage was known, were unrestrained.

- The Indiana Department of Transportation (INDOT) installed 150 miles of new cable safety barriers within interstate medians in 2009. In the two years following test installation along 35 miles of I-65 and I-69 north of Indianapolis, the median cable barrier was struck 156 times but no vehicles crossed into oncoming traffic. Fatality comparisons before and after cable barrier installation is not yet available.

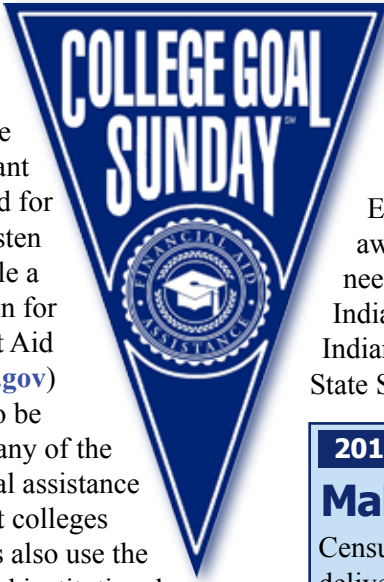
Bursten also credits INDOT with making many highways safer over the last five years, citing improvements on I-465 around Indianapolis, the Boorman Expressway in northwest Indiana and I-69 near Fishers among others.



Original artwork by Jerry Williams

Need fund\$ for college? Attend College Goal Sunday this month

If you have a child attending college in the fall or plan to return to college yourself and want to be considered for financial aid, listen up. You must file a Free Application for Federal Student Aid (www.fafsa.ed.gov) by March 10, to be considered for any of the Indiana financial assistance programs. Most colleges and universities also use the FAFSA to award institutional financial aid and federal financial aid, including student loans. For more information about financial aid, check with your school's financial aid office.



Consider attending College Goal Sunday if you need assistance completing your FAFSA. This free event brings financial aid professionals from colleges and universities across the state together to assist families in completing their FAFSA. This year's event will be held Feb. 21 at 37 sites across Indiana. Visit www.collegegoalsunday.org to learn more.

There is no age limit for this event, but students 23 years of age or younger should attend with their parent(s) or guardian(s). Be sure to bring both student's and parents' completed 2009 IRS 1040 tax return, W-2 forms or other 2009 income, asset and benefits information.

Anyone completing and submitting an FAFSA at a College Goal Sunday session must bring with them their U.S. Department of Education personal identification numbers (PIN). You can obtain that now at www.jp.in.ed.gov. Both students and parents will need a PIN to file the FAFSA

electronically. The College Goal Sunday Web site provides a list of those sites offering Spanish interpreters.

Each year, the state of Indiana awards more than \$250 million in need-based financial aid to eligible Indiana residents attending eligible Indiana colleges and universities. The State Student Assistance Commission

of Indiana (SSACI) oversees the program. Learn more about state financial aid programs, including the Frank O'Bannon Higher Education Award and the Twenty-first Century Scholars Program, at www.ssaci.in.gov

It is important that the FAFSA contain a valid e-mail address (for student, and parent if the student is dependent).

(Continued on pg. 5)

2010 Census

Make sure you are part of the count

Census forms will be delivered, starting in March, to every residence in the United State and Puerto Rico. Maybe you've heard this, maybe you haven't. The U.S.

Census counts every resident in the United States, and is required by the Constitution to take place every 10 years. It's important stuff, so be sure you are counted.

When you receive yours, just answer the 10 short questions and then mail the form back in the postage-paid



envelope provided. Each question helps to determine how more than \$400 billion will be allocated to communities across the country.

If you don't mail the form back, you may receive a visit from a census taker, who will ask you the questions from the form.

For more general information about the 2010 Census, visit <http://2010.census.gov>

Want to help out with the count?

If you are looking for temporary, part-time work (up to 40 hours/week), or just want to earn some extra money, the 2010 Census has jobs available in Indianapolis and around the state.

These short-term jobs offer good pay (census takers earn about \$15/hour), flexible hours, paid training and reimbursement for authorized work-related expenses, such as mileage incurred while conducting census work. Best of all, census takers work right in their own communities.

You must be 18 years old, have a valid driver's license, pass a background check and pass a basic skills test. Bilingual applicants are encouraged.

Non-U.S. citizens with resident status or appropriate work visas are also eligible.

Every 10 years, the Census Bureau takes a snapshot of our population, determining how many people reside within the nation's borders, who they are and where they live. The results help determine your representation in government, as well as how federal funds are spent in your community on things like roads, parks, housing, schools and public safety. As a census taker, you'll play a vital role in making sure that everyone is counted. For more information, go to www.2010censusjobs.gov or call 1-866-861-2010.

Ready or not, the Tax Man cometh

It's a new year, which means a new tax season. To help out taxpayers, the IRS offers at least three options for information on filing 2009 federal income taxes. Those options include logging online, picking up the phone and calling the organization or stopping by public libraries and post offices to pick up the information.

For help online, make sure to log onto the authentic IRS Web site, which is www.irs.gov. The latest updates and information needed to prepare your 1040's is available at 1040 Central. There you can even print off the appropriate forms. Or, use the Online Services section to access various applications when filing your taxes. For taxpayers whose 2009 adjusted gross income is \$57,000 or less, use Free File, a fast, easy and safe way to prepare and file a tax return.

Walk-in service is provided at local post offices and public libraries. Before you stop to pick up copies of forms, IRS publications and instructions, check with your local

community organization to make sure it has what you need. Electronic kiosks containing commonly used forms (Form 1040 series) and tax information are available in some locations. All local IRS Taxpayer Assistance Centers have tax publications, forms and instructions available to pick up.

Taxpayers may also order current and prior year tax forms, instructions and publications by calling 1-800-TAX-FORM (1-800-829-3676). Taxpayers may ask tax questions by calling the toll-free customer service line at 1-800-829-1040 for individual tax issues or 1-800-829-4933 for business-related tax issues. TTY/TDD users may call 1-800-829-4059 to ask tax questions or to order forms and publications.

Taxpayers can also listen to information with little or no waiting by calling TeleTax toll-free at 1-800-829-4477 to hear pre-recorded messages in English or Spanish covering various tax topics or to check on the status of a refund.

(Continued from pg. 1)

Online benefits orientation

of our benefit plan options and how to select benefit choices via PeopleSoft self service. Employees will be able to submit questions by using the webinar's chat feature and receive a response before the end of the session.

Employees may register to attend the online session by sending the following information to Don Fuller (dfuller@spd.in.gov or 317-232-3282):

- Employee name
- Agency
- Employee e-mail address

Upon registering, employees will receive an e-mail confirmation with directions to access the online webinar session. Questions regarding Online Benefits Orientation may be directed to Don Fuller or the Benefits Hotline at 877-248-0007.

(Continued from pg. 4)

College Goal Sunday

SSACI will communicate beginning in mid-February to students using e-mail addresses to alert them of issues with their FAFSA. Issues must be resolved by May 1. E-mail will also be used for notification in June of their state grant eligibility.

Of equal importance is that students periodically review their 2010-2011 state aid status at www.ssaci.in.gov/ beginning in mid-February following the instructions provided on the Web site. As an example, students should check on eStudent what was listed as their first college choice on their FAFSA. It is a critical component in calculating an accurate state grant award and the ability of that college to claim the funds on the student's behalf. If the student believes another college should be listed first, instructions are provided to correct the FAFSA and their state grant information.



I-File
FAST • FRIENDLY • FREE



Governor Daniels and EnerDel CEO Charles Gassenheimer toured the company's Indianapolis facility after announcing plans to double EnerDel's U.S. production capacity and generate 1,400 jobs in central Indiana. EnerDel has partnered with Volvo to manufacture batteries for the all-electric C30 vehicle.

Around the state

It's never too early to think about the fair

The Indiana State Fair has announced three top country acts and a popular comedian will take the Hoosier Lottery Grandstand stage this summer. To date, the entertainment includes:

- Rascal Flatts, with special guest Kellie Pickler Aug. 7 at 7:30 p.m.
- Keith Urban, Aug. 14 at 7:30 p.m.
- Sugarland, Aug. 20 at 7:30 p.m.
- Jeff Dunham, Aug. 18 at 8 p.m.



Tickets for all shows are on sale at the State Fairgrounds Box Office and all Ticketmaster locations. They can also be purchased through Ticketmaster charge-by-phone at 1-800-745-3000 or online at www.ticketmaster.com

Are we still arguing about this?

Here it comes again! Do you have ritual arguments? A ritual argument is where you find yourself in the same argument or dispute with the same person or people over and over again. Do you find yourself saying you are sorry more often than the average person? If so, the Conflict Resolution class offered by State Personnel may be just what you need to help reduce the conflict in your life.

While conflict is constructive when it brings new ideas, innovation and deeper relationships; conflict is destructive when it leads to tense relationships, lowered morale and productivity. Class attendees will learn the basic concepts of conflict resolution such as what contributes to conflict; setting a positive tone; conflict management styles and resolution strategies.

If you are interested in attending Conflict Resolution classes, sessions will be offered on Feb. 10, Feb. 24, Aug. 4 and Aug. 18 from 9 a.m. to noon at the Indiana Government Center South, Room 16. For information on how to register go to www.in.gov/spd/2366.htm and click on how to register.

Wanna get away this winter?

Indiana State Park Inns has a 2-for-1 special where guests can stay two consecutive nights for the price of one. The offer is valid Sunday through Thursday, through Feb. 25.

For reservations, contact 1-877-LODGES1 or IndianaInns.com

2010 Recreation Guide now available

Get a jump on planning your vacation. The 2010 Recreation Guide is available online. It includes new information about outdoor recreation opportunities at DNR properties along with your old favorites.

View it online at www.dnr.in.gov/5280.htm. Get your hands on a free hard copy when they are available in late February.



February 1-26

Attention:

Indiana State Employees!

Sponsored by the Office of First Lady Cheri Daniels

Hoosiers Helping Hoosiers food drive

Suggested Shopping List

- Canned meat, fruits and vegetables
- Canned soups
- 100% fruit juices
- Peanut butter and jelly
- Kid-friendly foods: macaroni, cereal, applesauce cups and healthy snacks

Collections will benefit area food banks and pantries.

