

Kent Connections

A Newsletter Published by Kent County Levy Court for its Employees

July 2007



Employee of the Month *JR Short*

The Kent County Employee Council has selected RONALD L. "JR" SHORT from the Department of Public Safety as the July 2007 Employee of the Month.

JR, a Kent County employee since August 2001, is a Dispatcher II in the Division of Emergency Communications responsible for receiving numerous emergency and non-emergency calls, assessing the critical response required, and then dispatching the proper emergency service.

Supervisors regularly praise JR for his dedication and work ethic. He has earned the highest EMD (Emergency Medical Dispatch) rate in the emergency communications center for call-taking with an accuracy rate of 99 percent. He is always first to step up when the need arises and on several occasions has stayed at work when the center is busy.

Last year Kent County experienced several natural disasters and JR worked all of them by staying well after his shift ended to help out. In addition, JR maintains active membership and participation in the Camden-Wyoming Volunteer Fire Company, and has served his district as Fire Chief for 3 years.

Congratulations for a job well done!

COMING NEXT MONTH:

- > Tuition assistance can help your career goals
- > What's the mileage rate for Fiscal Year 2008?
- > Do County employees practice good oral hygiene?

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Kent Connections is published for the employees and retirees of Kent County Levy Court using Microsoft Publisher® & Microsoft PowerPoint®. Comments, suggestions and story ideas should be addressed to: Kent County Personnel Office, 555 Bay Road, Dover, DE 19901, or given to Allan Kujala, Sophie Dear, Cathleen McLean, or Carissa McLoughlin. Or, call the Personnel Office at 744-2310.

Fiscal Year '08 offers pay hikes & new positions

By Allan Kujala, Personnel Director

It is a new year in Kent County, "fiscal year" that is and most employees should have been informed by now of their new hourly or salary increases.

The new financial year started July 1 and so did new pay rates, several new positions, a few re-classifications, 40-hour work schedules for 5 Tax Office employees, and 37.5 hours for the 3 clerical staff in the Sheriff's Office located in the State-owned Kent County Courthouse.

Regular employees received a three percent cost of living adjustment and most (with an effective performance appraisal) received a two percent step increase. Under the County's pay plan, employees topped out in their pay ranges or those hired in April or later only received a COLA. Employees hired from October through March received a partial (1%) step increase. Part-time, temporary, or seasonal staff saw no pay increase. Retired and former employees receiving a County pension scored a 3% COLA increase this year.

Even though the new pay rates are effective July 1, since the County pays one week in arrears and the date falls on a Sunday, the impact will only be partially realized on the July 13 pay stub, and fully for most employees on July 27. Employees should carefully review pay stubs for any keying errors.

The new budget incorporated five new paramedic, two 9-1-1 dispatcher, and a parks worker positions. In addition, on October 1 the County will assume the Information Technology staff currently provided through ACS by contract.

New position descriptions approved by Levy Court last month and involving 16 titles have been forwarded to employees for acknowledgement. Perhaps the most significant change was making the Geographic Information Systems office a new Division within the Department of Planning Services.

Welcome to Levy Court!



Name: MARY WOZNIAK



Job: Chief Deputy Register of Wills
Date hired: June 4, 2007
Education: Graduate of Harrington High School and the University of Delaware

What I like most about my new job: Having just retired from State service with 27 years, 19 of those as Senior Bailiff with the Court of Common Pleas, I look forward to the challenge of my new position with the Register of Wills. It is also good to see so many familiar faces from the former O'Brien Building. What a pleasure to work in a new building, and it's a delight to be able to walk down the hall and not worry about falling over people.

Greatest accomplishment: While not my accomplishment, it has, indeed, been a pleasure for both me and my husband to see our daughter's accomplishments, recognition, and movement up the ladder with CBS/Viacom since her graduation from college in '97.

Future goals: To do the best job I possibly can in the Register's Office.

Person/event that most inspired me in my career: A former teacher at Harrington High School.

Family: Husband, John, retired from Lake Forest School District; daughter, Anne, graduate of Lake Forest High School and College of Notre Dame in Maryland; and her husband, Jeffrey

Favorite TV show: The Closer and any Law and Order series

Favorite sport: University of Delaware and Notre Dame football and basketball

Favorite meal: Steak and lobster at Outback

Favorite music: Country

Who has had the greatest impact on my life: My family

If I won a million dollars I would: Someone call 9-1-1 because I'm passed out! **0610**

Congratulations

Congratulations to CYNTHIA L. GOLDSBORO, Administrative Secretary in the Sheriff's Office, and Herbert L. White whom were married in Dover at their home on June 23, 2007.

EOM INSIGHT



Name: RONALD (J.R.) SHORT

Job: Dispatcher II

Years with the County: 6

Education: High School

What I like most about my job: The adventure that every day is different.

Family: Wife, Lori; two dogs, Peaches and Burton

Favorite new movie: Wedding Crashers

Favorite old movie: Airplane!

Favorite TV shows: Rescue Me, CSI

Favorite TV show as a child: Emergency

Favorite sport: Football

Favorite meal: Steak and Seafood

Favorite music: Classic Rock, Country

Favorite Kent County restaurants: Texas Roadhouse

Favorite Kent County event: NASCAR weekends

People (living or dead) I'd invite to dinner:

My grandfather, Ben Franklin, and Ronald Reagan

I'm most proud of: Being Fire Chief of the Camden-Wyoming Volunteer Fire Company for three years and earning my Life membership last year.

Pet peeve: Cell phone ringtones that you hear over and over.

Motto: If it ain't broke, don't fix it.

If I've learned one thing in life, it's: Appreciate life and live it to its fullest.

Who has had the most impact on my life: My wife and my parents

A dream I have is to: Adopt a child

If I won a million dollars, I would: Buy a house on the beach

You'd be surprised to learn that I: Like working in the yard

The most adventurous thing I've ever done is: Being a firefighter for 18 years

Words that describe me: Quick-witted, dedicated and determined **6423** **6052**

Letter of Thanks 🐕 🐈

Murrey Goldthwaite of the Kent County SPCA has forwarded a thank you note to the staff of Kent County for making a generous \$95 cash donation plus pet food earlier this year when they, like millions of Americans, had to discard tainted dog food. Kent County employees care about our community!!

New Fiscal Year always brings changes with it

By Allan Kujala, Personnel Director

Change—it is inevitable and can always be expected when the County's new fiscal year begins on July 1. This year incorporates several staffing changes in the Department of Public Safety designed to address growth in Kent County.



The budget process included numerous reclassifications and new position

requests, but the Levy Court was reluctant to make many changes with the slowing real estate market and a State Legislature looking to shift more costs to the Counties. These departmental changes include:

Administration Department—Adding a Clerk-Typist (Receptionist/Floater) to the Personnel Office; Creating a new Information Technology Office effective October 1 upon expiration of the ACS data processing services contract.

Community Services Department—Adding a new Parks Worker I position.

Planning Services Department—Creating a separate GIS Division, which had been part of the Administrative section; Reclassifying the Technology/GIS Administrator to Assistant Director of Planning Services—GIS Division; Retitling one GIS Technician III to GIS Specialist (9-1-1 Addressing); Reclassifying a vacant GIS Technician I position to GIS Specialist (SmartMap); Converting the Historic Preservation Planner position to part-time.

Public Safety Department—Adding two new Dispatcher positions; Adding five new Paramedic positions (two positions start January 1) to staff a new Power Unit based in Dover to work during high volume hours; Reclassifying Secretary for EMS Division to Senior Secretary.

Public Works Department—Reclassifying GIS Clerk to Utility Locator; Reclassifying vacant Secretary position to Project Analyst; Establishing a GIS Specialist career ladder opportunity.

Row Offices—Converting Tax Office staff from a 35-hour to 40-hour work week; Converting
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County bills stall as Legislature wraps up session

By Bret Scott, Public Information Officer

Delaware's General Assembly came to a close in the early morning hours of July 1st with many Bills of concern to Kent County failing to find their way out of committee. The following is a re-cap of the first session of the 143rd legislature.



House Bill 30 – House Bill 30 prohibits the spray application of wastewater on all state owned lands. The bill passed the House and is assigned to the Senate Executive Committee. An amendment to exempt Kent County from this bill failed.

House Bill 31 – House Bill 31 is enabling legislation that allows Kent County to assess a surcharge on building permits to help off-set the cost of paramedic funding as provided in the county Public Adequate Facilities ordinance. The Bill passed the House and Senate and was signed by the governor on May 15, 2007.

House Bill 111 – House Bill 111 would prevent the counties from collecting the realty transfer tax on property transactions located outside the designated growth zones or in “Level 4 Investments areas” as designated by the State Planning office. Kent County relies on the RTT to fund its public safety services. The bill is currently assigned to the House Land Use, Infrastructure, and Transportation Committee.

House Bill 186 – An alternative to House Bill 111, House Bill 186 prevents counties from establishing subdivisions in areas outside the designated growth zones or in areas identified as “Level 4 Investments areas” by the State Planning office. Unlike, House Bill 111, House Bill 186 does not prevent the county from collecting the realty transfer tax.

House Bill 233 – House Bill 233 would establish a statewide impact fee for school construction by expanding the program currently in place in New Castle County. A key component of this bill would kill the county's Adequate Public Facilities or
(Continued on Page 14)



ON THE MOVE. . .

Compiled by Carissa McLoughlin, Personnel Technician II

New Hires

06/03/07 MARY WOZNIAK, Chief Deputy Register of Wills, Grade 10, Register of Wills Office

06/24/07 KRISTOPHER SPALDING, Parks Worker I, Grade 5, Community Services/Parks

Promotion

06/11/07 SHIRLEY GOODWIN, Planning Technician I, Grade 7 to Planning Technician II, Grade 8, Planning Services/Planning

Resignations

06/16/07 MICHAEL EVANS, WWF Plant Operator IV, Grade 9, Public Works/Wastewater Facilities

06/22/07 CHERYL BOURGEOIS, Planning Technician I, Grade 7, Planning Services/Planning

06/26/07 TIMOTHY LUND, Paramedic I, Grade 10, Public Safety/Emergency Medical Services

Milestones

06/18/1987 SOFIA CULVER, Account Specialist III, Finance—20 years

06/08/1992 DAVID ABRAMSON, Field Supervisor, Public Safety/Emergency Medical Services—15 years

06/17/2002 LINDA PFEIFFER, Computer Systems Specialist, Finance—5 years

MARK YOUR CALENDAR



July 1, 2007 - County's new fiscal year 2008 begins. Happy New Year!

July 4, 2007 - Independence Day holiday. County offices closed.

July 11, 2007 - Blood Pressure Checks at the Wastewater Facility from 2:00-4:00 p.m.

July 11, 2007 - L&W Ins. Rep. to answer health insurance questions from 1:00-2:00 p.m. in Room 213 at the County Administrative Complex.

July 18, 2007 - Blood Pressure Checks at Annex at 9:00 a.m., Kent County Administrative Complex in Room 257 from 9:30 - 11:30 a.m.

July 18, 2007 - Employee Training Session titled "Working with Stress". Sessions will be held at 9:00 a.m. and 3:30 p.m. in room 220 A/B in the Kent County Administrative Complex.

High Praise

Kudos to PATTY VIRGIN, Planning Division/CDBG, for a constituent comment card praising her for her exceptional customer service to the elderly. Yeah!!

COUNTY BIRTHDAYS



JULY

- 01 Roland Carter, Public Works/Facilities Mgmt.
- 01 Angela Wise, Comptroller's Office
- 03 Kristopher Connelly, Planning Services/Planning
- 05 Wallace Wootten, Public Works/WWF
- 05 Lisa Schlauch, Public Safety/EMS
- 06 Pat Piazza, Public Works/Facilities Mgmt.
- 07 Shawn O'Toole, Public Works/WWF
- 07 Lori Short, Planning Services/Insp. & Enforce.
- 10 Jim Welsh, Assessment Office
- 11 Lisa Cooper, Tax Office
- 14 Sharon Bean, Assessment Office
- 15 David Grygo, Public Safety/Emergency Comm.
- 16 Jeff Outten, Public Safety/Emergency Comm.
- 17 Anita Lloyd, Planning Services/Planning
- 17 Teresa Carter, Finance
- 19 Michael Harrington, Public Works/WWF
- 19 Robert Lankford, Jr., Public Works/WWF
- 23 Charlotte Lindquist, Sheriff's Office
- 23 Scott Tanner, Planning Services/Insp. & Enforce.
- 25 Wayne McCarty, Community Services/Parks
- 25 William Vincent, Public Works/WWF
- 25 Cindy Grygo, Public Safety/EMS
- 26 Marti Stansbury, Planning Services/Insp. & Enf.
- 27 Dick Dempsey, Public Safety/Emergency Comm.
- 28 Marvin Parker, Public Works/WWF
- 29 Ruby Farmer, Tax Office
- 31 Stella Padilla, Public Works/WWF
- 31 Wade Paugh, Planning Services/Planning

AUGUST

- 01 Kim Lombardi, Planning Services/Planning
- 02 Sandy Hanggi, Community Services/Libraries
- 03 Ronald Harrington, Public Works/Engineering
- 04 Cynthia Laird, Public Works/Wastewater Facilities
- 07 Darin Jones, Community Services/Parks
- 09 J. Michael Willson, Public Safety/Emer. Comm.
- 10 Cathleen McLean, Administration
- 11 Jerry Johnston, Public Works/Engineering
- 12 Jan Morris, Administration
- 13 Mary Eisenbrey, Assessment Office
- 13 Pat Uhey, Wills Office
- 15 Don Williams, Public Works/WWF
- 17 Melissa Stanley, Planning Services/Insp. & Enf.
- 19 Mike Clarke, Public Safety/EMS
- 19 Scott Vautard, Planning Services/Insp. & Enf.
- 21 Jack VanDorpe, Sheriff's Office
- 21 Mike Weyant, Planning Services/Insp. & Enf.
- 22 Diana Golt, Public Works/Engineering
- 23 Jody Coulbourne, Deeds Office

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NEW PAY RATES MEAN HIGHER LIFE INS. DEDUCTIONS

By Allan Kujala, Personnel Director

The July 1st effective date for annual salary rate increases will have an impact on optional supplemental life insurance premiums beginning with the July 13 biweekly paycheck.

The County provides basic life insurance coverage free of charge to employees equal to one time the employee's annual salary rounded up to the next \$1,000. This benefit is provided through CIGNA Insurance Co. Employees are also eligible to purchase optional supplemental life insurance during open enrollment through CIGNA and payroll deduction.

The insurance coverage also allows employees to enroll spouses for term life insurance coverage up to \$50,000, with a guaranteed issue of \$10,000 at the employee's age rate. Children can also be covered with \$10,000 of guaranteed coverage for a flat \$2 per month.

Employees retiring from active service are provided life insurance coverage at no cost valued at \$5,000.

In addition to the annual salary increase impact, employees moving from one age rating to the next during the preceding year will see a higher premium—sometimes sharply higher for more senior employees.

The following chart, which is unchanged from FY2007, can be used to calculate the new monthly premium by multiplying the level of coverage (1/2, 1, 2 or 3) with annual salary, rounding up to the nearest \$1,000, dividing by 1,000 and multiplying by the age rate:

FY08 Supplemental Life Insurance Rates-CIGNA

AGE	<30	30-34	35-39	40-44	45-49
Rate	.07	.09	.11	.17	.26
AGE	50-54	55-59	60-64	65-69	70+
Rate	.42	.67	.87	1.47	2.21

For more information about supplemental life insurance and other County benefits contact the Personnel Office at 744-2310.

County's newsletter/ P&R brochure wins NACIO award

By Bret Scott, Public Information Officer

Levy Court was recently honored with a National Association of County Information Officers (NACIO) Awards of Excellence award for its Summer 2006 *Kent County Levy Court Community Newsletter and Parks and Recreation Brochure*.



Levy Court was recognized with meritorious honors in the external publications category for counties with a population under 500,000. The publication was one of three in the category to be recognized.

An awards reception will be held Friday, July 13, 2007 at the Tobacco Club Restaurant in Richmond, Virginia. The reception is part of the National Association of Counties annual conference. Commissioner ALLAN F. ANGEL will accept the award on behalf of the county.

BRET SCOTT, Public Information Officer, was recognized with two NACIO awards for writing. Scott received meritorious honors for scripting Kent County's Pool Safety video and excellence honors for scripting the Library Renovation video. Both videos can be viewed on www.co.kent.de.us. Scott will be named 1st Vice-President of the organization, a position he will hold for two years before becoming President in 2009.

The National Association of County Information Officers was formed in 1966. NACIO is dedicated to promoting a better understanding of the functions of county government and improving the professional capabilities of its members. As an affiliate of the National Association of Counties (NACo), NACIO supports the programs and policies of NACo.

High Praise

Shout out to LESLIE VASQUEZ, Assessment office, for a hand typed letter from a citizen praising her for her professional and pleasant handling of his tax appeal. Way to go!!

FROM THE STACKS



By Sandy Hanggi, Library Technician

Well, it's summer already and the Kent County Bookmobile 'Lucy' has a lot of things going on. The Library and Bookmobile are offering, "SUMMER ARTS IN THE PARKS". The arts program takes place when the bookmobile makes stops at Brecknock, Big Oak, and Brown's Branch County Parks.

We already had the June programs and now we will have the July and August programs. July's schedule is July 2, 4:00-4:30 at Big Oak, July 5th, 2:30-3:00 at Brown's and July 6th, 2:30-3:00 at Brecknock. The Interactive Dance Theatre will be performing. They will interact with the audience as they try to solve the mystery; "Where is my hat?".

August programs will be Aug. 2, 2:30-3:00 at Brown's, Aug. 3rd, 2:30-3:00 at Brecknock Park and Aug. 6th, 4:00-4:30 at Big Oak Park. Alison Aubrey, aka, "CongaChick", will perform music and storytelling featuring percussion instruments from all over the world. There is no charge for the events and people are encouraged to bring a lawn chair or blanket. The performers will set up right next to the bookmobile.

Kent County Library and Bookmobile once again offers our summer reading program. All a patron has to do is sign up their child any time. The program ends on August 10th. Each child must read a total of 10 hours or more and they will receive a certificate of completion, signed by Governor RuthAnn Minner, a ticket to the Summer Reading Program Celebration featuring food, fun, and live entertainment scheduled for August 15th, and a free book. Along the way, as the children complete their reading logs and turn them in, they will be able to select a prize out of the treasure chest.

The treasure chests are located in the Kent County Library and the bookmobile. Parents can sign their child up at either location.

The Kent County Bookmobile runs 5 days a week. We have 18 stops for the convenience of library patrons. The County Administrative Complex is one of those places. If you have not come out to see us in the parking lot, you need to. Library cards are free and if you already have a card with any Kent or Sussex County Library, then your card will work on the bookmobile. We have many new books, large print books, books on CD, DVD movies for kids and grown-ups,

Recipe of the Month

By Sophie F. Dear, Personnel Technician II

GRILLED PORK CHOPS

4 pork chops (about ½-inch thick)
Neely's Seasoning, recipe follows
Neely's BBQ Sauce, recipe follows

Apply Neely's Seasoning to each pork chop. Place pork chops in a large freezer-safe plastic bag. Pour 2 cups of Neely's BBQ sauce into bag. Marinate in refrigerator for 8 hours.

Place pork chops on grill; cook until internal temperature is 160 degrees F. Reapply BBQ sauce to pork chops prior to serving.

Neely's Seasoning:

1 cup paprika
3 ½ tablespoons sugar
½ teaspoon onion powder
Mix all ingredients together in a small bowl.

Neely's BBQ Sauce:

2 cups ketchup
1 cup water
6 tablespoons brown sugar
5 tablespoons white sugar
1 ½ teaspoons freshly ground black pepper
1 ½ teaspoons onion powder
1 ½ teaspoons dry mustard powder
1 ½ teaspoons paprika
½ lemon, juiced
1 teaspoon Worcestershire sauce
½ cup apple cider vinegar
1 teaspoon light corn syrup

Combine all of the sauce ingredients in a large saucepan or Dutch oven. Over high heat, bring ingredients to a boil, stirring frequently to prevent sticking. Once sauce comes to a boil, reduce temperature to low and simmer, uncovered, for at least 2 hours.

Difficulty: Easy

Serves: 4

Recipe courtesy Neely Family and Paula Deen, Food Network TV 2006

children's books, fiction and non-fiction, etc. and if we are not carrying what you want then we can order it and deliver it to you.

Visit us at the bookmobile or the library soon.

Learn how to work with stress at monthly training

By Sophie F. Dear, Personnel Technician II

The nature of work is changing rapidly. Now more than ever, job stress poses a threat to the well-being of workers and organizations. The July training topic, "Working With Stress," will be presented on **Wednesday, July 18, at 9:00 a.m. and 3:30 p.m.** in room 220 A/B in the Kent County Administrative Complex.



To sign up for training, please contact me in Personnel at 744-2312, by e-mail (if you have a list), or in person. If you initially forget to sign up and wish to attend, or discover that you will be able to attend on the day of the training session -- show up and sign in.

In June, County employees who attended the active listening and communication skills session were ALBERT BIDDLE, KAREN COOPER, LISA COOPER, SOPHIE DEAR, KIMM DIXON, MARY EISENBREY, RUBY FARMER, JUNE GLADDEN, KATHY GOODEN, CINDY GRYGO, MARTY HAYES, WENDY HAYWOOD, MARK JACOBS, CYNTHIA JOHNSON, DALE JONES, EVELYN JOPP, MICHELE, LAPINSKI, DIANE LOCKERMAN, GALE MAAS, WAYNE McCARTY, CAT McLEAN, ELLEN MITCHELL, DEBBIE PALMER, KATHY PHINNEY, SHEILA ROSS, ANGEL SHORT, LORI SHORT, RODNEY SMITH, SCOTT TANNER, MIKE TROTTA, ALAN TYSON, LESLIE VASQUEZ, SCOTT VAUTARD, PATTY VIRGIN, JIM WELSH and MIKE WEYANT.

Thank you for your continued interest in voluntary training!

High Praise

High Praise for RUBY FARMER, Tax Office, for an e-mail from a discouraged new resident will a delinquent property tax bill caused by the failure of the settlement attorney to disperse closing costs. The new resident praised Ruby as compassionate and an asset as an employee and to the community. After speaking with Ruby she wrote she was reminded "why we came here in the first place." *Outstanding!!*

Paramedics learn urban search & rescue techniques

By David Mick, EMS Operations Support Officer

Bore a two inch inspection hole through a concrete block wall (and whatever else is in the way).

Sample the air on the other side for oxygen, explosives, and toxins using a 4-gas meter.

Look at what's on the other side with a fiber-optic camera.

Breach the block wall; shore up the hole with 4x4 lumber, only to find a solid wooden door against the other side.

Breach the door to find the back of a metal filing cabinet.

Breach the sheet metal to find only enough space and mobility to remove a single drawer.

That hole becomes your only access to an injured victim.

Sound crazy?

That is only a portion of the search and rescue of a building collapse scenario presented to the Special Operations Teams from Kent, Sussex, and New Castle counties as they participated in a recent weekend of training. Nearly fifty members from the teams took part in the learning, practicing, and the final "blitz" evolution of this round of Urban Search and Rescue (USAR) operations and tactics.

The Kent County Team is hosted by the Dover Fire Department with continued funding through Homeland Security grants. Members include a number of firefighters from Kent County fire companies and a small (but hopefully growing) number of Kent County EMS paramedics.

Why should paramedics go through USAR training? Guess who gets to crawl through the filing cabinet drawer space to make first contact with the victim? In order to safely enter the spaces where victims may be found the paramedic must be qualified in all aspects of such an operation. Further, until a victim is found (making the victim a 'patient') the paramedic functions as part of the entry team; doing all the same tasks as the other rescuers. Once contact is

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EMPLOYEE COUNCIL NEWS



By Michele Lapinski, Employee Council Secretary

Though we had to dodge some iffy weather in the morning, the Employee Appreciation picnic managed to go off without any hitches, with the sun making an appearance just as the first hamburgers and hot-dogs were coming off the grill. It was great to see everyone, particularly those in satellite offices, come out for a bit and enjoy some social time with their fellow employees.

As always, we would like to thank the Levy Court Commissioners for their continued funding of this fun, annual event. We would also like to extend our thanks to the Facilities Management staff, the Parks & Recreation staff, and everyone who helped set up, cleanup, serve, and man the grill. The Council would also like to thank Commissioners ERIC BUCKSON and BRAD EABY, County Administrator MIKE PETIT de MANGE, and JOHN ZISTL of Facilities Management for volunteering their time in the dunk tank. A special thank you also to Personnel Director ALLAN KUJALA and the Dover Kiwanis Club for the use of the charcoal grill.

Don't forget, the Employee Council will be holding monthly 50/50 raffles on the first pay day of every month. Proceeds will go towards the annual Holiday Dinner and Dance which will be held at the Hartly Volunteer Fire Company this year.

The Council would like to congratulate J.R. SHORT of Emergency Communications, July's Employee of the Month. In addition to a day off with pay, J.R. will also receive a \$100 stipend. Way to go!

If you know of a co-worker who deserves to be recognized for going "above and beyond" in the performance of their daily job duties, then nominate them for Employee of the Month. Nomination forms can be found in the mailroom and also in the "forms" folder on v: drive. All Employee of the Month selectees are also eligible for consideration as Employee of the Year which will be announced in December.

Your Employee Council: President KATHY PHINNEY, Vice President MARY EISENBREY, Treasurer CYNDI LAIRD, Secretary MICHELE LAPINSKI, members PAT ORONA, LORI SHORT and JAYNE ZERANSKI. **0094** **3202** **4480**

Tech Talk



Get Ready for iPhone

By Mary Ratliff, Network Systems Specialist

iPhone combines three amazing products — a revolutionary mobile phone, a widescreen iPod with touch controls, and a breakthrough Internet communications device with desktop-class email, web browsing, maps, and searching — into one small and lightweight handheld device.

iPhone features the most revolutionary user interface since the mouse. It's an entirely new interface based on a large multi-touch display and innovative new software that lets you control everything using only your fingers. So you can glide through albums with Cover Flow, flip through photos and email them with a touch, or zoom in and out on a section of a web page — all by simply using iPhone's multi-touch display.

iPhone's full soft keyboard lets you easily send and receive messages in multiple sessions. And the keyboard is predictive, so it prevents and corrects mistakes, making it easier and more efficient to use than the small plastic keyboards on many smartphones.

Contacts

Making a call with iPhone is as simple as tapping a name. You won't need to re-enter all your contacts because iPhone syncs with the address book you already use on your computer — Address Book or Entourage on a Mac, or Outlook or Outlook Express on a PC. If you keep your contacts on the web using Yahoo! Address Book, iPhone can sync with them, too. To get ready for iPhone, organize your contacts in one of these applications and make sure they're up to date with the latest phone numbers and email addresses. If you don't have contacts on your computer, don't worry. You can still enter them directly into iPhone.

Calendar

Using its built-in calendar, iPhone lets you check your appointments with the flick of a finger. iPhone uses iTunes to sync with the calendar application you already use on your computer — iCal or Entourage on the Mac, or Outlook on a PC — just like it does with your contacts. If you choose not to use a calendar program, that's OK. You'll be able to enter

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Welcome to Levy Court!



Name: KRISTOPHER SPALDING



Job: Parks Worker I
Date hired: June 25, 2007
Education: High school and some coursework
What I like most about my new job: The benefits
Greatest accomplishment: Making it this far
Greatest challenge or obstacle: College

Future goals: To make it just a bit further
Person/event that most inspired me in my career: Parents
If I had it to do over, I would have done this differently: Listen
I'm most relaxed and happy when I'm doing this: Life never seems to stop, so when it does I soak it up.
Family: Still looking forward to having one.
Most recent movie enjoyed: Pans Labyrinth
Favorite TV shows: Family Guy
Favorite sport: Skating
Favorite meal: Sushi
Favorite music: Rock/Trance
Favorite saying or slogan: Work hard, play harder.
Who has had the greatest impact on my life: Parents
A dream I have is to: Own a bed and breakfast.
If I won a million dollars I would: Retire
You'd be surprised to learn that I: Love to cook
The most adventurous thing I've ever done is: Been to a few caverns
Words that describe me: Fun, thoughtful, hard working

In Memoriam

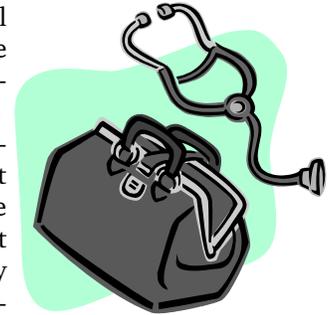
BARBARA D. POWELL, a Kent County Levy Court retiree, passed away on June 28, 2007. Barbara worked for the County from October 24, 1988 through December 31, 1998 in the former Department of Human Services, where she began as a Clerk I and retired from the Information and Referral Specialist II position. Our condolences to the family.

New State Law changes dependent age limit to 24—no college required

By Sophie F. Dear, Personnel Technician II

Due to a new Delaware law, Blue Cross Blue Shield of Delaware (BCBSD) will change its dependent age limits for insured businesses.

For County employees, the age limit change was effective June 1. As of that date, adult children who are currently covered under their parents' BCBSD health benefit plan can continue to receive coverage until they turn 24 years old.



Because of this change, many student dependents will not need to go through the student certification process. Coverage for dependents currently participating in a BCBSD health benefits plan will be extended to the new age limit without the need to apply for continuous coverage.

For dependents previously removed from a BCBSD health benefits plan and who will now be below our plan's age limit, BCBSD will hold open enrollment for coverage reinstatement through May 31, 2008. To qualify for this reinstated coverage, a dependent must meet **ALL** of the following eligibility requirements:

- Is less than 24 years of age;
- Is unmarried;
- Is either a resident of the State of Delaware or is enrolled as a full-time student at an accredited institution of higher learning; **and**
- Is not covered under any other group or individual health benefits plan nor entitled to benefits under Medicare.

This reinstated coverage will start on the first of the month following acceptance; a preexisting condition waiting period may apply.

Employees with Employee only, or Employee and Spouse coverage who are reinstating dependents will need to change their coverage to Employee and Child(ren) or Family coverage to accommodate the dependent. The appropriate premium for the new coverage will apply.

If you have any questions, please contact the Personnel Office.

BENEFIT BLURBS

By Sophie F. Dear, Personnel Technician II

What is the pre-treatment estimate (pre-determination) required by Delta Dental?

Enrollees can better understand their payment responsibilities and minimize out-of-pocket expenses by using a free Delta Dental service called a "pre-treatment estimate" (also called a predetermination).

Here's how: Before you agree to receive any prescribed, major dental treatment, your dentist should send the treatment plan to Delta Dental for a pre-treatment estimate, especially when:

- You are considering extensive treatments that exceed \$300 (such as crowns, wisdom tooth extractions, bridges, dentures or periodontal surgery)
- To ensure a procedure is covered
- To see if you will exceed your annual maximum benefit and incur additional out-of-pocket costs

To estimate treatment costs in advance, the dentist sends Delta Dental a proposed treatment plan, along with relevant x-rays. Delta Dental first checks that the services are covered. They then calculate how co-payments and dollar maximum limits might affect your share of the cost.

The dentist receives an estimate of the amount Delta Dental will pay for approved services and the amount for which you will be responsible.

In the future, enrollees also will receive a copy of their pre-treatment estimates. Those estimates, which are not required to receive coverage, take about two to three weeks to be processed.

If you have any questions regarding benefits, please feel free to contact the Personnel Office.

A Monthly Contest

A free movie ticket will be given to the first two employees who find the last four digits of his/her Social Security number in the current issue of Kent Connections and contacts the Personnel Office at 744-2310. JEREMY SHEPPARD of the Recreation Division found his number and claimed his movie ticket in June. It's easy to win a movie ticket - just read Kent Connections. **0083** **4969**



CAT BOX



By Cathleen McLean, Payroll Administrator

Is my Pay Raise in my next pay check?

It is the time of the year that employees start asking me, "when will our raise show in my paycheck." My standard answer is "you did not get a raise your department forgot to include you in the budget."

I guess I need to be serious as this is what we all work here for: to serve the taxpayers of Kent County and make a living.

The pay rate increase is 3.0% for cost of living and if you get a step increase, due to being a satisfactory employee, there will be an additional 2%.

Timing is everything in payroll and the first day of our FY08 pay rates falls on Sunday, July 1. The paycheck on July 13 will have 7 days at the FY07 pay rate and 7 days at the FY08 pay rate.

The paycheck direct deposited on Friday, July 27 will be the first pay period that will be entirely at the new FY08 pay rates and will be all inclusive of the new insurance rates (supplemental life), AFLAC flex spending and the new amounts for the benefits that Kent County provides the employee such as life and long term disability insurance.

If you have any questions about your new pay rate or insurance deductions, please call me at 744-2387.

COUNTY BIRTHDAYS

(Continued from Page 4)

- 23 Sherry Barker, Public Works/Engineering
- 24 Lou Cox, Assessment Office
- 24 Angel Short, Community Services
- 24 Jason MacDonald, Public Safety/EMS
- 24 Ruth Ann Miller, Planning Services/Insp. & Enf.
- 25 W.G. Edmanson II, Levy Court Commissioner
- 26 James Nunes, Public Works/WWF
- 27 Debbie Elders, Finance
- 28 Robert Wayman, Public Works/Facilities Mgmt.
- 28 Robert Probst, Community Services/Recreation

Congratulations

Congratulations to KAREN McTAGGART (Environmental Technician II) on the birth of a son Matthew Mason on June 7, 2007 at 7:47 p.m. Baby, parents and big brother are all doing fine!

CHECK YOURSELF FOR TICKS THIS SUMMER

By Sophie F. Dear, Personnel Technician II

Ticks can be found in most of the U.S., and may carry serious diseases. There are many diseases that you can get from a tick bite, including Lyme disease.

Lyme disease is the most frequently reported tick-borne illness in the U.S. People become infected with Lyme disease through the bite of a black-legged tick (*Ixodes scapularis* or *pacificus*) that is infected with the bacterium *Borrelia burgdorferi*. Steps to prevent Lyme disease include using insect repellent, removing ticks promptly, landscaping, and integrated pest management. The ticks that transmit Lyme disease can occasionally transmit other tick-borne diseases as well.

Recognize the ticks! Some ticks can transmit more than one pathogen. The illustrations show three of the common adult ticks found in the U.S. Younger ticks that are smaller and less distinctive may also transmit disease.

Recognize the symptoms! People of all ages can be infected. There is no vaccine currently available to prevent Lyme disease or most other tick-borne diseases, so early detection and treatment are important. Typical symptoms include fever, headache, fatigue, and a characteristic skin rash called erythema migrans. If left untreated, infection can spread to joints, the heart, and the nervous system. Lyme disease is diagnosed based on symptoms, physical findings (e.g., rash) and the possibility of exposure of infected ticks; laboratory testing is helpful in the later stages of disease. Early detection and treatment can prevent more serious illness. Most cases of Lyme disease can be treated successfully with a few weeks of antibiotics.

Avoid tick bites! Avoid areas with lots of ticks. Avoid wooded and bushy areas with high grass and leaf litter. Take extra precautions late spring through early fall when ticks that transmit disease are

active. Walk in the center of the trail when in the woods or high grass. As your local health department and park or extension service about tick infested areas to avoid.

Keep ticks off your skin! Apply insect repellent with 20 percent DEET or more on skin and clothing when you go outdoors (for kids too!). *Don't spray repellent on skin under clothing.* Permethrin sprayed on clothing **kills ticks on contact** and provides protection through several washings. *Don't use permethrin on skin.* Cover up! Wear long pants, long sleeves, and long socks. Light-colored clothing will help you spot ticks more easily. Tucking pant legs into socks or boots and tucking shirts into pants help keep ticks on the outside of clothing.

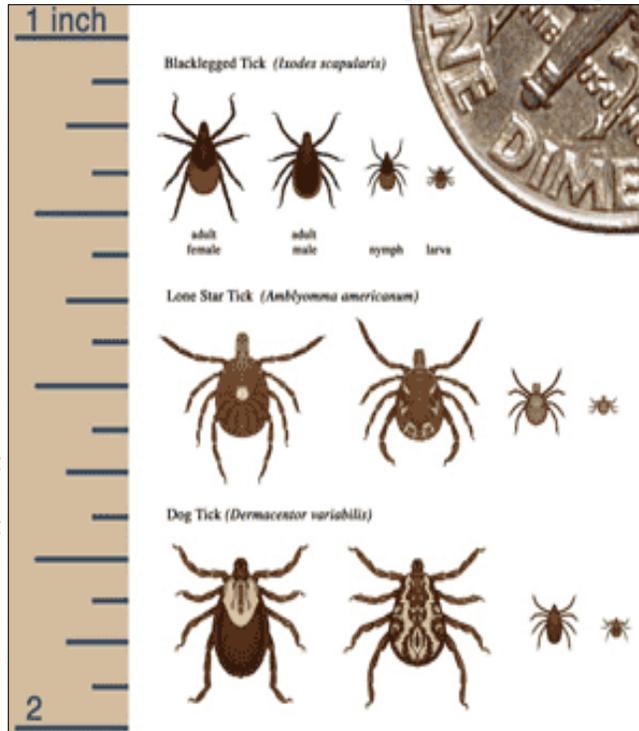
Perform tick checks! Remove ticks from your clothes before going indoors. Wash your clothes with hot water and dry them using high heat for at least

one hour. Check your body and your child's body for ticks after being outdoors, even in your own yard. Use a mirror to view all parts of your body (in armpits, behind ears, in groin, etc.) and remove any ticks you find.

Safely remove ticks! Early tick removal may reduce the risk of infection of some tick-borne diseases. Follow these steps to safely remove ticks from animals and humans. (1) Use fine-tipped tweezers and protect bare hands with a tissue or gloves to avoid contact with tick fluids. (2) Grab the tick close to the skin. Do not twist or jerk the tick, as this may cause the mouthparts to break off and remain in the skin. (3) Gently pull straight up until all parts of the tick are removed. (4) After removing the tick, wash your hands with soap and water or waterless alcohol-based hand rub. Clean the tick bite with an antiseptic such as iodine scrub, rubbing alcohol, or soap and water. (5) Contact your healthcare provider if you develop fever, headache, fatigue, or rash.

Use tick medicine or collars on dogs and cats. Check pets regularly for ticks.

(Continued on Page 12)



TICKS SPREAD DISEASE

(Continued from Page 11)

Control ticks around your home and in your community. Create Tick-Safe Zones. Many infections happen in your own yard! Apply pesticide to control ticks. A single application to your lawn at the end of May or beginning of June can reduce *Ixodes* tick populations by 68 to 100 percent. A pesticide designed to kill ticks is sometimes called an acaricide, which can be very effective in reducing tick populations. If properly timed, a single application at the end of May or beginning of June can reduce tick populations by 60 to 100 percent. The Environmental Protection Agency and the State determine the availability of pesticides. Check with local health officials about the best time to apply acaricide in your area, as well as any rules and regulations related to pesticide application on residential properties.

Use landscaping techniques to create a tick-safe zone around homes, parks, and recreational areas. Ticks that transmit Lyme disease thrive in humid wooded areas. They die quickly in sunny and dry environments. Here are some simple landscaping techniques to help reduce tick populations.

- Remove leaf litter and clear tall grasses and brush around homes and at the edges of lawns.
- Place wood chips or gravel between lawns and wooded areas to restrict tick migration to recreational areas.
- Mow the lawn and clear brush and leaf litter frequently.
- Keep the ground under bird feeders clean.
- Stack wood neatly and in dry areas.
- Keep playground equipment, decks and patios away from yard edges and trees.

Ticks that transmit Lyme disease can be found on deer. Actions to control deer movement or populations in communities are usually initiated at the local level in consultation with the state wildlife agency. However, there are actions you can take at your property that may help reduce deer populations around your home.

- Do not feed deer on your property. It may be necessary to remove bird feeders and clean up spilled birdfeed.
- Construct physical barriers to discourage deer from entering your yard.
- Check with garden centers, nurseries, or local extension agents to learn about deer-resistant plants.

For more information, go to www.cdc.gov/lyme or call 1-800-311-3435.

Tech Talk cont'd

(Continued from Page 8)

appointments directly into the iPhone calendar.

Email

iPhone is the first phone to come with a desk-top-class email application. So now your phone can display rich HTML email with graphics and photos alongside the text. iPhone will even fetch your latest email every time you open the application and automatically retrieve your email on a set schedule, just like a computer does. iPhone works with the most popular email systems — including Yahoo! Mail, Gmail, AOL, and .Mac Mail. iTunes will make email setup on iPhone a breeze by automatically syncing the settings from email accounts stored in Mail on a Mac or Outlook on a PC. iPhone also works with almost any industry-standard POP3 and IMAP email system.

Photos

iPhone has a 2-megapixel camera and a 3.5-inch display, so it's a great way to enjoy and show off your digital photos. iPhone uses iTunes to sync your photos from iPhoto on a Mac or Adobe Photoshop Elements, Adobe Photoshop Album, or any picture folder on a PC. You can carry thousands of photos on iPhone, but you can start by creating an album or two with 50 to 100 of your favorite photos, so that when you first sync your iPhone, you'll be ready to quickly show off some of your best shots.

Music and Video

iPhone is the best iPod ever. Its beautiful, 3.5-inch widescreen display allows you to easily enjoy the music, TV shows, and movies you have in your iTunes library. If you already use iTunes, you can start getting ready for iPhone by creating a playlist of a few hundred of your favorite songs. If you don't have iTunes, you can download it and start a music and video library. That way, when you sync your iPhone with iTunes, you'll be able to take your favorite music, as well as a few of your TV shows and movies, with you wherever you go.

iTunes Account

To set up your iPhone, you'll need an account with Apple's iTunes Store. If you already have an iTunes account, make sure you know your account name and password. If you don't have an account, you may set one up now to save time later. To set up an account, launch iTunes, select the iTunes Store, and click the Sign In button in the upper right corner of iTunes. Sign in and you're ready to go.

A 4GB model will sell for \$499 and an 8GB model for \$599, and will work with either a PC or Mac. iPhone will be sold in the US through Apple and AT&T's retail and online stores. **5410** **0666**

Keep Safe from Fires this Summer Season

By J. Allen Metheny Sr., Asst. Director of Public Safety—
Emergency Management Division

Although more fire deaths occur during the winter months, I want to urge everyone to be aware that many outdoor summer activities carry potential fire hazards. Many of us enjoy camping and other outside activities and should employ efforts to keep “safe” from fires and burns. Let’s keep the following safety tips in mind:



Barbecue Safety Latest statistics from NFPA reflects that, gas and charcoal grills caused 900 structure fires and 3,500 outdoor fires in or on home properties, resulting in a combined direct property loss of \$30 million.

- When using barbecue grills on decks or patios, be sure to leave sufficient space from siding and eaves.
- Always supervise a barbecue grill when in use.
- Keep children and pets far away from grills.
- With charcoal grills, only use charcoal starter fluids designed for barbecue grills and do not add fluid after coals have been lit.
- With gas grills, be sure that the hose connection is tight and check hoses carefully for leaks. Applying soapy water to the hoses will easily and safely reveal any leaks.
- Always follow the manufacturer's instructions and have the grill repaired by a professional, if necessary.

The US Consumer Product Safety Commission suggests that before purchasing a grill or container, that it bears the mark of a nationally-recognized testing laboratory.

Camping Safety

- Always use a flame retardant tent and set up camp far away from the campfire.
- Only use flashlights or battery-powered lanterns inside the tent or any other closed space, not liquid-filled heaters or lanterns.
- Always build your campfire down wind away from your tent. Clear all



vegetation and dig a pit surrounded by rocks before building your campfire.

- Store liquid fire starter (not gasoline) away from your tent and campfire and only use dry kindling to freshen a campfire.
- Always put out a campfire when going to sleep or leaving the campsite. To extinguish the fire, cover with dirt or pour water over it.

Fireworks

Fireworks lead to thousands of injuries requiring emergency room treatment, according to NFPA. These dazzling, but dangerous devices can burn up to 1800 F and can cause burns, lacerations, amputations and blindness. The safest way to enjoy fireworks is by attending a public fireworks display.

The U.S. Consumer Product Safety Commission requests that you adhere to the following safety tips to help reduce the chances of a destructive fire and/or injury if you do decide to display your own fireworks:

- Read and follow the directions on fireworks packages.
- Make sure adults supervise all use of fireworks. Young children should not play with fireworks. Even sparklers can cause a serious burn injury.
- Do not point or throw fireworks at people.
- Use fireworks in an open area away from dry grass and other flammable materials. Keep a bucket of water nearby for emergencies.
- Light fireworks one at a time. Do not try to re-ignite fireworks. Soak fireworks that did not ignite with water. Do not attempt to repair broken fireworks.
- Be sure other people are out of range before lighting fireworks.
- Store fireworks in a cool, dry place. Keep fireworks out of your pockets.

Summer is often a time when children are left alone, or have limited adult supervision providing an even greater potential for fire and injury.

Parents are urged to make sure children know how to call 911 to report a fire or injury, to never touch matches and lighters, and to get out, and stay out if their home does catch fire.



Have some summer fun with Parks & Recreation

By Carissa McLoughlin, Personnel Technician II

Are you searching for some fun activities for the family this summer? Pick up a brochure at the front desk of the Parks and Recreation office in the Kent County Administrative Complex. Take a glance at some of the programs offered for Summer 2007.

Numerous youth camps about this summer including, Co-Ed Volleyball Camp, Nature Camp, Cheerleading Camp, Challenger Sport British Soccer Camp, Beginner Gymnastics Camp, Golf Camp, Animals as Friends Camp, and Rider Education & Horsemanship Camp.

Also check out other summer recreation opportunities such as: TOTS ON WHEELS ages 6 and under at the Dover Skating Center, 1 p.m.-2:30 p.m. from July 11-August 8. This is a great way to develop roller skating skills.

Teach toddlers how to play with others while finger painting, coloring, playing games and more. TOT FUN FOR 2's AND 3's at the Howell Mill Nature Center, Brecknock County Park from 11 a.m.-12 noon., August 4-September 1. Parents are asked to volunteer to assist the instructor each week.

YOUTH BEGINNER SWIMMING, ages 7-12 at Maple Dale Country Club Pool on Saturday, July 7-28, 9-10 a.m. Participants learn pool safety as well as freestyle, floating, backstroke, and safe jumping.

WATERING SYSTEMS FOR THE HOME GARDENER, ages 15 and up at the County Administrative Complex on Tuesdays beginning July 10 for 3 weeks.

A new program called CREATING A LANDSCAPE MASTER PLAN for ages 15 and up on Tuesday, 7:15 p.m. to 8:30 p.m. beginning August 7 for 4 weeks.

The popular NEW YORK CITY (MIDTOWN MANHATTAN) trips continue with trips scheduled for July 14, 18, August 11 and 15. Sign up quick!

Discount Amusement Park Tickets are available at the Parks and Recreation desk for Six Flags America (Largo, MD) \$30, ages 3 and up. Cash purchases only.

Pick up a brochure for more information or call the Parks and Recreation office at 744-2495.



County bills stall in Legislature

(Continued from Page 3)

dinance and the county's school surcharge on building permits. This bill is assigned to the House Land Use, Infrastructure, and Transportation Committee.

House Bill 244 – Introduced with a week remaining in the session House Bill 244 establishes a statewide Transfer of Development Rights program. The bill was released by the House Land Use, Infrastructure, and Transportation Committee but floundered on the House Ready list.

It is important to remember that although many of these bills were not worked, they are far from dead. All of these bills will resurface when the General Assembly convenes on the second Tuesday in January 2008 to begin the second session of the 143rd legislature. As we say at legislative hall, "nothing ever dies in the General Assembly."

Fiscal Year brings changes

(Continued from Page 3)

the Sheriff's Office staff from 35-hour to 37.5-hour work week.

For more information about these changes, consult the Fiscal Year 2008 budget or contact your Department Head or the Personnel Office.

Paramedics learn search/rescue

(Continued from Page 7)

made with the patient, the rescue team relies on the medic's assessment to determine the best means of completing the rescue.

The Special Operations Teams train for technical rescues in structural collapse, confined space, trench, and high angle scenarios. Joint training sessions work towards improving interoperability and create a cohesive relationship among the three teams. This will certainly be a critical component when, inevitably, these teams will be put to the task of rescuing people from some form of catastrophic event.

Kent Co. Employee Obsessions

The display case on the main floor of the Kent County Administrative Complex features a unique assortment of ivory-themed baubles collected over the years by Deputy Receiver of Taxes SHARON IVORY.

In the second floor display case, Levy Court Office Senior Secretary KATHY PHINNEY has her NASCAR passion on exhibit. Stop by and see this wide variety of collectibles. It'll drive you insane!

Got an interesting hobby or like to collect limited edition baubles? How about a collection of trinkets from far-away lands? Then show off your talent for amassing things—it may interest others as well.

Hold your horses! Don't pack until vacation dates OK'ed

By Allan Kujala, Personnel Director

In the rush to take a well deserved vacation during the summer months, don't forget that the timing is at the discretion of the Department Head, so it is wise to plan early and promptly get approval of possible dates.



County employees enjoy a liberal vacation benefit with days off accrued for full time employees in their first through fourth year at a rate of 5.83 hours a month for 35 hour per week employees or 6.67 hours per month for 40 hour per week employees (10 work days per year); fifth through ninth year accrue 8.75 hours per month for 35 hour employees or 10 hours per month for 40 hour employees (15 days annually); 10th through 14th year accrue 10.5 hours per month for 35 hour employees or 12 hours per month for 40 hour employees (18 days annually); 15th through 19th year accrue 12.25 hours per month for 35 hour employees or 14 hours per month for 40 hour employees (21 days annually); 20th through 24th year accrue 14 hours per month for 35 hour employees or 16 hours per month for 40 hour employees (24 days annually).

Employees with 25 or more years accrue 15.75 hours per month for 35 hour employees or 18 hours per month for 40 hour employees (27 days annually).

With the advent of direct deposit, advance payment of accrued vacation has been discontinued.

If an employee is terminated or dies, vacation is paid out for the accrued time. In the event of voluntary resignation, two weeks notice of intention to resign is required in order to be eligible for payment in lieu of vacation.

The vacation year begins on the hire date and employees are permitted to accumulate up to 210 hours of annual leave for 35 per week employees and a maximum of 240 hours of annual leave for 40-hour employees. Exempt employees may accrue up to 480 hours.

For more information this benefit, please contact the Personnel Office at 744-2310.

Have a heart! Walk for your health and research for others

By Kathy Phinney, Senior Secretary

It won't be long before it's time for the 16th Annual American Heart Association Heart Walk. LET'S KEEP WALKING! This year's event is going to be a little different from years past. The date is September 15, 2007, but starting location and walk will be different this year, but still only 3.1 miles. YES, YOU CAN DO IT, I KNOW YOU CAN! As new information is sent to me, I will be sure to share with you.



Kent County will be participating for the fourth year in a row, and holding steady at "most funds raised" by a company of 251-300 employees. We are looking to grow and exceed totals this year. With 5 team captains, 10 walkers per team, raising \$100 per walker, we can raise \$5000! I know there are some leaders out there, step up! All you need to do is recruit walkers, organize registration and collect donation envelopes a couple days before the walk. I have already done some fund raisers and collected \$288. It's a beginning!

I also understand that it's hard for some of you to ask for sponsorships, so if you don't want to ask for donations, just come out and walk with us. It's early in the morning, short walk to get your day started; it takes about 1 to 1 ½ hours to do the walk. Then you have the rest of the day to do what ever you would like. You will get a feeling of well being and feel better yourself. Next year you will understand the great cause and be glad to ask for donations. With this said, let me leave you with some thoughts:

- 1 out of every 3 women will get Heart Disease
- #1 killer of woman in the Country!

Scary! Get out those walking shoes and start NOW! All money raised goes toward heart disease research, education for prevention and treatment, and community service programs. Be a part of the Kent County Levy Court Team by joining now to become a team leader or walker. You can sign-up by calling KATHY PHINNEY at 744-2305.

Property & casualty insurance experience slight increases

By Allan Kujala, Personnel Director

Don't you just dread when the car insurance bill arrives in the mail? Try multiplying that bill several times over and you get an idea how hectic renewal time can be for the County's 10 separate property and casualty insurance policies.



Every three years the County's bids out its property and casualty program (which occurred last year), but annual renewal can be fraught with anxiety as all the little incidents or accidents occurring during the past year impact the premiums for the upcoming year.

As the sun set on Fiscal Year 2007, binders were provided by all the County's insurers and coverage was secured for another year, but the costs were slightly higher—much higher in one case. For property insurances (building loss or damage due to fire, weather, etc.) with a \$10,000 deductible, the annual premium went from \$108,443 to \$114,719, Boiler & Machinery increased from \$13,895 to \$14,057, but Crime coverage for theft of funds remained unchanged with a \$8,743 premium.

On the casualty side of the spectrum, the General Liability coverage including medical professional, employee benefits, etc., increased from \$66,670 to \$67,754, Auto Liability up from \$35,990 to \$43,048 with a \$500/\$1,000 deductible, Law Enforcement Liability down from \$10,486 to \$8,928, Public Entity Management Liability up from \$8,937 to \$10,467, Employment Practices Liability up from \$37,156 (with a \$5M limit) to \$41,523, and Umbrella Excess Liability went down \$536 to \$26,745.

The Workers Compensation renewal premium experienced a significant increase from \$243,249 to \$364,561 due largely to a higher experience modification factor issued by the Delaware Compensation Rating Bureau. The County has requested that the Bureau reevaluate the new 1.065 mod factor for a possible error.

Total annual estimated premiums for property and liability insurance coverage is \$700,535, up from \$560,447 last year.



It's a Girl . . .

Hello to all of Mom and Dad's co-workers. My name is Miss Mia Ann McLoughlin and I was born on Wednesday, June 20, 2007 at 4:47 p.m. at BayHealth—Kent General Hospital to Carissa (Personnel Technician II) and Patrick (Systems Development Specialist) McLoughlin. At birth, I weighed 6.5 lbs and measured 19 inches long. I have a lot of brown hair and blue/gray eyes. Dad says I'm a chubbers...cheeks and double chin galore! Speaking of Mom, she and I are doing great and we are having a great time bonding with Dad and we are truly enjoying our time as a family. Dad says I'm the first of many, Mom doesn't seem so sure right now. I can't wait to meet everyone working at Kent County. See you soon!

2007 GRADUATION ACCOLADES

Sheena Johns, daughter of JILL JOHNS, graduated May 24th from Milford High School. She has been awarded a full 4-year scholarship (Track and Field) and an academic scholarship from Saint Augustine College (FALCONS) in Raleigh, North Carolina. She will start her new journey on August 8, 2007.

Jessica Skinner, daughter of KATHY SKINNER, graduated June 7th from Polytech High School. She has been accepted to Delaware Tech and would like to continue her education in child psychology.

Emily Warren, a part-time library clerk at the Kent County Library, graduated from Caesar Rodney High School on June 2nd. She will be attending the University of Delaware this fall and majoring in Elementary Education.

* * *

There's nothing like a newborn baby to renew your spirit—and to buttress your resolve to make the world a better place.

VIRGINIA KELLEY, Nurse

Pension investment policy revised to add international stake

By Allan Kujala, Personnel Director

Globalization of the world economy may seem like a far off concept to a Kent County retiree, but failure to recognize the growth of European stock markets and emerging economies has to date adversely impacted the growth potential of the County's pension program. But not anymore.



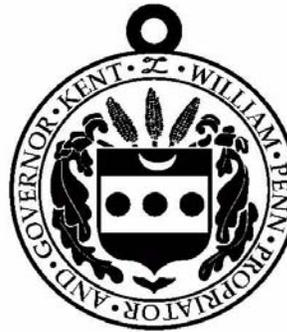
Last month, Levy Court approved a revision to the pension fund guidelines to permit up to 10 percent of assets to be invested in international equities (stocks). The change recommended by the Pension Review Committee will retain a 60% equity position for the fund with the remaining 40% in fixed income (bonds), but five percent will be reallocated from the two equity fund managers for international equity fund investment.

In 2006, the County's pension fund grew from \$20.4 million to \$22.3 million with an annual return of 9.47%, which is far better than the annual 8% growth anticipated by the Pension Actuary. But during the same year, the State of Delaware's \$6 billion pension fund grew 14.4% due almost exclusively to its exposure in the international market.

The County's investment policy had previously excluded participation in what used to be considered risky international stock markets.

The revised policy also allows the Pension Review Committee to rebalance the pension portfolio as needed to maintain an average targeted allocation ratio of 25/25/10/40 between large capitalized growth equities (stocks), large capitalized value equities (stocks), international equities (stocks), and bonds (fixed income). The Committee is composed of three citizens appointed by Levy Court, Finance Director SUSAN DURHAM, and Employee Council representative KELLY CRUMPLEY, with Comptroller PEGGY TALLEY serving as an ex officio member.

For more information about the County pension plan, please contact the Personnel Office.



Levy Court OKs design for new County medal

By Allan Kujala, Personnel Director

Brave Kent County residents can be recognized in a more significant manner now with the recent approval by Levy Court of a gold Kent County Medal.

The two-inch bright golden colored medal suspended on a blue and white ribbon features the County seal on the front and the words "Kent County Levy Court" and "Established in 1683" on the obverse, with space in the middle for the name of the recipient to be engraved along with the date awarded.

Levy Court formally approved a County Medal policy in March after many months of effort by Commissioner ALLAN F. ANGEL.

The policy requires deserving persons or organizations to be nominated in writing and in turn formally approved by Levy Court resolution upon receipt of a recommendation from the County's Personnel Administration Board. Nomination forms are available in the Personnel Office.

According to policy, the medal can be awarded to any person residing or working in Kent County for: 1) loss of life while saving or attempting to save the life of another person; 2) saving or attempting to save the life of another person under circumstances which caused personal injury and/or clearly placed the life of the recipient at great risk of bodily harm; or 3) exceptionally meritorious service to the County and/or a community thereof. Awards can be made posthumously to persons found deserving. Persons employed within the County are only eligible for those acts determined to be above and beyond their normal scope of duties.

SOME ANSWERS TO THOSE NAGGING QUESTIONS

By Allan Kujala, Personnel Director

Q. *Speaking of nice gestures, I was touched by the kind letter and lapel pin given to me by the Commissioners with my pay stub recently? I think that was the very first time in all my years with the County that such a thing was done.*

A. It was indeed a very nice thing. I'm sure they would appreciate hearing it from you personally.

Q. *In the newsletter last month you fielded a question from an angry employee upset that you had sent back his performance appraisal for revision. It reminded me of a situation a few months back when I completed the evaluation of a staff member. She became distraught that I would lower her score a bit due to some very minor incidents during the preceding year. How should I handle such an uncharacteristic reaction?*

A. For the most part, employees crave validation from supervisors for a job well done. Many attach that validation to the annual performance evaluation without regard to the numerous occasions throughout the year when praise was properly and duly dispensed. Employees become very emotional about this. My suggestion is to simply assure the employee that you have full confidence in them and their abilities, but must honestly evaluate performance within the parameters of the County's performance appraisal system (GAUGE). Nobody is perfect and everyone can do things a little better. In fact the obsessive behavior you describe is worthy of a "Somewhat Effective" score in several GAUGE categories. Ultimately, you as supervisor (or your supervisor) make the final decision whether or not the employee met expectations within the GAUGE format.

Q. *I was shocked recently when I was given a written reprimand for being absent without leave. I had received permission from my supervisor for a doctor visit prior to my absence. I was told I would be terminated for any future incidents. This seems awfully harsh. It wasn't my fault I did not have sufficient leave accrued*

A. The County has a long standing practice of severe discipline when it comes to absences without leave. The County provides ample paid leave opportunities and cannot tolerate employees being AWOL. Your supervisor cannot be expected to track how much leave time is accrued for every employee he manages. It is the employee's sole responsibility to track avail-

able time and insure that adequate time is available before requesting and taking time off. The only exception is Family & Medical Leave (which even has limitations: a minimum of one year County service, and maximum of 12-weeks off during any rolling one year period) and a pre-arranged absence approved prior to hire. The County does and has terminated employees for being AWOL.

Q. *I recently complained about a supervisor conducting himself in a unprofessional manner. As a result, I have been harassed and retaliated against. What should I do?*

A. You need to promptly meet with your department head or the Personnel Director. When you schedule the meeting, make sure you provide as much detail as possible about the specific harassing or retaliating action/event/comment. It has got to be more than a feeling or your perception. You must provide specific details about the harassing and/or retaliation event. The County will not tolerate this kind of behavior by supervisors, but it is incumbent upon you to provide all the facts necessary to complete a proper investigation. Thanks for your inquiry.

Q. *I thought when the operating hours changed for the County Complex last year, that all employees would be required to work 8 a.m. to 5 p.m. But that is not the case. I know of several co-workers coming in at 7 a.m. or 7:30 a.m., but instead of working they are on the Internet, eating breakfast, and ignoring the ringing phones while reading the newspaper. I could understand the flex time if they had child care issues, job duties or important circumstances. They don't have special circumstances, just special treatment. I think everyone in the building would like to be off a little early while the weather is so nice.*

A. Employees scheduled to work certain hours should perform honest to goodness work during their entire scheduled time. To do otherwise is tantamount to theft of taxpayer money. I recommend that you bring this behavior to the attention of your supervisor. Your supervisor should tell the division manager or department head about your observations. If you see no change in the "early" employee's daily routine afterwards, then stop by the Personnel Office to report your concerns. I and others routinely observe employee performance and report what we see.