



The Torch

The official newsletter for Indiana state employees

March 2019

Qualifying for premium discounts

Have you started to work towards earning the wellness premium discount for 2020? With two months behind us, there is no better time to start than right now. Being an active partner in your health maximizes your chances of living a long, healthy, and productive life.

Employees enrolled in a health plan and covered spouses can earn a healthcare premium discount in 2020 by each doing ONE of the following through ActiveHealth by September 30, 2019:

- Complete four coaching sessions (face-to-face or over the phone). Each session lasts around 30 minutes. For more information, log on to ActiveHealth, then select the "Program Info" option on the homepage. Health Coaching is available 9 a.m. to 9 p.m. Monday through Friday and Saturdays 9 a.m. to 2 p.m. by appointment only. Call 1-855-202-4219 to get started with a coach today!

- Reach Level 5 (which is 9,000 hearts) by participating in digital coaching, health education and health goals on the ActiveHealth Platform.

- Record at least 45 minutes of physical activity three days per week by using a synced device. You'll need to do this for 11 weeks each quarter, for two out of three quarters this year. Qualifying quarters are January – March, April – June, and July – September.

- Record 10,000 steps per day for 75 days of a quarter, for two out of three quarters this year. Qualifying quarters are January – March, April – June, and July – September.

Each of the above options require you to invest your time, so we encourage you to start working on them now. If you wait too long, you won't have time to earn the discount. Below is an overview of how long each option will take to complete.

Four Coaching Sessions

Health coaching is a personalized health conversation directed by you that assesses where you are now, where you want to be, potential barriers to getting there, and solutions for reaching goals. It is a unique journey; participating in

(Continued on page 2)

In this issue

3 Putting the pieces of the wellness puzzle together

6 State launches new career site, full service job board

9 Linking up: LinkedIn Learning opens doors for State of Indiana employees

14 Employee Spotlight: Indiana Department of Correction Sgt. Tyler Meyer

The Torch is published monthly by the Indiana State Personnel Department and is available online at in.gov/spd/2540.htm.

Got a story?

Submit your story ideas to: spdcommunications@spd.in.gov

Social media



Follow [@SOIEmployees](https://twitter.com/SOIEmployees)



Like [Invest In Your Health](#)



Follow [State of Indiana Employees](#)

(Continued from page 1)

Qualifying for premium discounts

health coaching can complement or improve your current lifestyle. There really is something for everyone.

In person and telephonic coaching sessions usually last about 30 minutes. After your initial coaching session, future appointments are scheduled every two to four weeks in order to give you time to work towards the goals you set for yourself. Based on these timelines, it may take you two to four months to earn the discount.

Reach Level 5 (9,000 hearts)

Hearts can be earned by completing activities in the Digital Coach tool. This includes setting goals and completing the recommended activities associated with those goals. You can earn additional hearts in the Digital Coach Health Education Tool by reading about the available health topics.

Your ActiveHealth level is based on how many hearts you have earned.

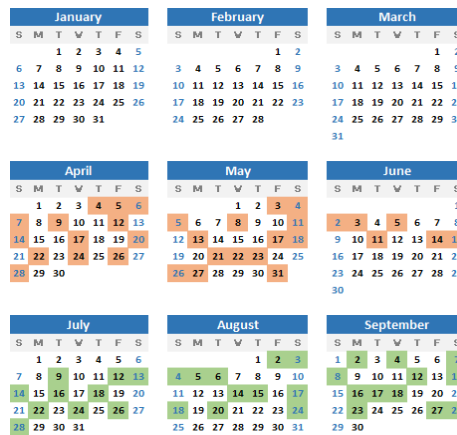
- Level 1 – 0-1,799 hearts
- Level 2 – 1,800 – 2,999 hearts
- Level 3 – 3,000 – 5,999 hearts
- Level 4 – 6,000 – 8,999 hearts
- Level 5 – 9,000 hearts

Each week, you can earn a maximum of 1,640 hearts, with a combination of activities. If you were to earn the maximum number of hearts each week, it will take you five and half weeks to earn the discount.

45 minutes of physical activity, three days per week for 11 weeks each quarter, for two out of three quarters this year

In order to meet this option, you must be dedicated to completing physical activity routinely, as it is not based on an average. Each quarter consists of 13 full weeks. This means that you can only miss the weekly goal twice in any given quarter.

Below is an example of the minimum number of days you would need to reach 45 minutes of physical activity in order to earn the discount. Please note, this is only an example, you do not need to follow this exact schedule.

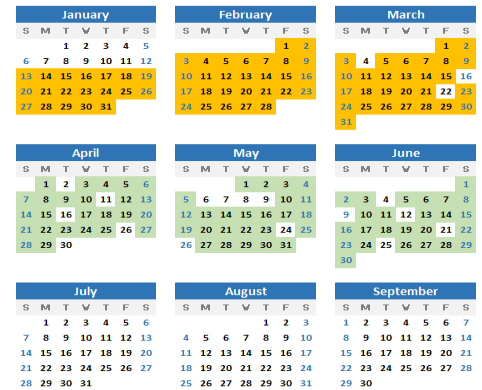


10,000 steps per day for 75 days of a quarter, for two out of three quarters this year

Similar to the physical activity option, reaching the 10,000 step goal will require dedication and is not based on an average. Each quarter consists of 90 to 92 days. This means, you would need to hit the 10,000 step count over 80% of the quarter.

Below is an example of the

minimum number of days you would need to reach 10,000 steps in order to earn the discount. Please note, this is only an example, you do not need to follow this exact schedule.



Maintaining or improving your health takes commitment and perseverance. Similarly, all four options to earn the 2020 premium discount will take time. Please make sure that you plan accordingly to ensure you give yourself enough time.

For more information about how to qualify for the 2020 premium discount, please visit <http://www.investinyourhealthindiana.com/activehealth/> or call the Benefits Hotline at 317-232-1167 or toll-free at 877-248-0007 if outside of Indianapolis. The Hotline is available Monday through Friday from 7:30 a.m. to 5:00 p.m. EST.

Putting the pieces of the wellness puzzle together

Don't let all of the changes to wellness leave you feeling overwhelmed. If you are asking yourself: Where do I start? What do I need to do? Who can I ask for help? Don't worry, State Personnel is here to assist you with putting all the wellness pieces together.

This year, the state rolled out two new wellness programs, ActiveHealth and OurHealth Challenges. Both of these programs are designed to be engaging and promote healthy lifestyle changes. However, each program is unique with different eligibility rules and incentives. For a brief comparison of the two programs, see the chart below.

| | Wellness Challenge Program | ActiveHealth (Population Health) |
|-----------------------|--|--|
| Eligibility | All Active Employees, spouses and dependents (age 18+) | Medical plan subscribers and covered dependents (age 18+) |
| Description | Engage in wellness activities to earn entries for monthly prize drawings. There are fun new challenges and activities available every month. | To earn a premium discount on your health plan for 2020, complete any of the following activities by September 30, 2019. Earn your health plan incentives through the population health program. Through ActiveHealth you have access to health coaches, digital coaching, biometric screenings and health risk assessments. |
| 2020 Premium Discount | N/A | <p>To earn a premium discount on your health plan for 2020, complete any of the following activities by September 30, 2019:</p> <ol style="list-style-type: none"> 1. Complete four coaching sessions (face-to-face or over the phone). 2. Reach Level 5 (which is 9,000 hearts) by participating in digital coaching, health education and health goals on the ActiveHealth Platform. 3. Track 10,000 steps a day at least 75 days of the quarter, 2 out of 3 quarters, using a tracking device. Qualifying quarters are January – March, April – June, and July – September. 4. Complete 45 minutes of physical activity 3 days a week, at least 11 weeks of the quarter, 2 out of 3 quarters, using a tracking device. Qualifying quarters are January – March, April – June, and July – September. <p>Note: If you have a family plan, both the employee and spouse must complete 1 of the above activities to earn a premium discount. If only the employee or only the spouse on a family plan completes an activity, no premium discount will be awarded. Adult dependent children are not required to complete the above activities to earn a premium discount.</p> |

(Continued on page 4)

(Continued from page 3)

Putting the pieces of the wellness puzzle together


| | | |
|---------------|---|--|
| Gift Cards | N/A | <p>Subscriber and covered spouse can each earn gift cards by completing the below items:</p> <p>Health Risk Assessment - \$50 gift card</p> <p>Biometric Screening - \$100 gift card</p> <p>Note: Adult dependent children are not eligible to receive a gift card for completing the above activities.</p> |
| Prize Drawing | <p>Active Employees, spouses and dependents (age 18+), will earn ONE drawing entry for each activity that is completed that indicates "Raffle Activity"</p> <p>Max of five entries each month per person.</p> | N/A |

If you haven't started to earn these incentives, don't put it off any longer. Get started today by creating accounts with ActiveHealth and OurHealth. Below is a quick reference on how to create your account.

| Creating Your Account | |
|---|---|
| OurHealth Wellness Challenge Program | ActiveHealth (Population Health) |
| <ol style="list-style-type: none"> 1. Go to https://member.ourhealth.org/sign_in 2. Click "New? Register Now" and enter your information. 3. Click on "Wellness Challenges & Activities." | <ol style="list-style-type: none"> 1. Go to Myactivehealth.com/stateofindiana 2. Click "Create Account" and enter your information. 3. Be sure to choose a user name and password that you'll remember. 4. Accept the terms and conditions. |

You can also access both programs through their individual apps. Please note that the Wellness Challenge program should be accessed through the Limeade app by using the code stateofin.

Once you have created your accounts, you will want to sync a fitness device. While the OurHealth Wellness Challenge Program will accept manual entries, the ActiveHealth program will only recognize physical activity from a fitness device. Since these programs are separate, you would need to sync your tracker to each program. Below is a quick guide on how to sync your fitness device.

| Syncing Your Device | |
|--|--|
| OurHealth Wellness Challenge Program | ActiveHealth (Population Health) |
| <ol style="list-style-type: none"> 1. Go to https://member.ourhealth.org/sign_in 2. Click on the  icon. 3. Under Apps & Devices, select the app name. 4. Enter your user ID and password. 5. Select data you wish to share 6. Click Allow. | <ol style="list-style-type: none"> 1. Go to Myactivehealth.com/stateofindiana 2. Hover on Records. 3. Select Devices & Apps. 4. Click Connect next to device logo or app name. 5. Enter your user ID and password. 6. Click Consent. |

(Continued on page 5)

(Continued from page 4)

Putting the pieces of the wellness puzzle together

Now that you have set up your accounts, you are ready to start working towards your 2020 premium discount and e-gift cards in ActiveHealth along with drawing entries through the OurHealth Wellness Challenge Program. Below are some links to user guides that will help you navigate through the different programs.

User Guide

- [OurHealth Wellness Challenges](#)
- [ActiveHealth Platform](#)
- [Premium Discount Guide](#)
- [Biometric Screenings](#)
- [E-Gift Card](#)

Should you have additional questions, contact the Benefits Hotline at 317-232-1167 or toll-free at 877-248-0007, if outside of Indianapolis. Benefit representatives are available Monday through Friday from 7:30 a.m. to 5 p.m. to assist you. You can also email the Benefit's Hotline at spdbenefits@spd.in.gov.

Be physically active every day, your way.



Get on the road to wellness with Invest in Your Health webinars

Get started on your 2019 wellness goals and earning a discount on 2020 health premiums offered through the State of Indiana's new wellness partner, [ActiveHealth](#).

To see the schedule of upcoming webinar topics click [here](#). New webinar topics are available each month.

You can also find information at Invest In Your Health: <http://www.investinyourhealthindiana.com>.



**We're here to help
make life easier.**



Get to know your **Employee Assistance Program**

[Learn More](#) ▶

State launches new career site, full service job board

The Indiana State Personnel Department (INSPD) has successfully launched an all-new career site, workforindiana.in.gov, following months of testing and development. The site, which went live last week, includes internal and external job boards. With completely updated content and a new design, the site and job boards highlight the many benefits of a career with the State while making it much easier for candidates to find and apply to openings that align with their interests. Users can upload their resumes to quickly populate a profile in the system. Once they do so, they can create customized job alerts and apply to positions in minutes.

The modern technology of the new job boards, which are powered by SuccessFactors, enables a more proactive and efficient approach to recruiting at the State. “We would love our employees to share the career site with contacts outside of the State, even if they aren’t currently looking for a new opportunity,” says INSPD Director Britni Saunders. “There may be a perfect fit for them in State government down the road, and the user-friendly job board makes it easy to stay informed about future opportunities.”

The careers site and job boards are accessible on mobile devices in addition to computers. Users can conduct advanced searches and

MONARCH initiative

seamlessly share openings on their social media networks.

The dedicated internal job board makes mapping out a career path and pursuing advancement opportunities within the State much easier and more transparent for current employees. They can access the new internal job board through SuccessFactors (sign-in will occur automatically when logged in to the State network). Open positions are under the “Careers” button from the drop-down menu. Detailed instructions are available [here](#).

The modernized recruiting technology and improved job boards are part of the Monarch Initiative, a phased project INSPD is implementing to upgrade the State’s talent management processes in the areas of recruiting, performance management, learning, succession planning, and onboarding. Phase II, Performance & Goals, will launch later this year.

Note: The enhanced recruiting elements and processes described in this article will affect agencies whose HR shared services are provided by INSPD.



Challenge yourself through the OurHealth Challenge Program

Did you participate in any of the “Raffle Activities” within the OurHealth Challenge Program in February? One hundred employees and/or spouses will be happy they did, when they receive their winning email notification later this month. If you haven’t participated yet, it’s not too late. Each month offers 10 new “Raffle Activities” for five more chances to win. The “Raffle Activities” below are available for the month of March.

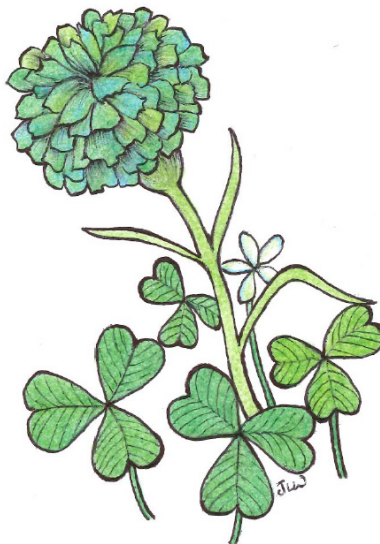
| Steps Challenge | Water Challenge |
|----------------------------------|-----------------|
| Team Wall Sit Challenge | Sleep Tracking |
| 180 Minutes of Exercise per Week | Breakfast |
| Stretching | Group Activity |
| Carb Swap | Smart Snacking |

As a reminder, all full-time and part-time employees, spouses and dependents over the age of 18 are eligible to participate. There is no requirement to be covered under the state’s health plan. Both employees and their spouses are eligible to earn drawing entries for the 100 monthly prizes and 10 grand prizes at the end of the year.

Outside of the “Raffle Activities” you can also participate in other challenges by clicking on the “Topics” link on the top of the page. While these challenges are not eligible for drawing entries, they are a fun way to challenge

yourself, family, and co-workers. Unlike our previous wellness platform, the OurHealth Challenge Program gives you the freedom to create your own challenges. For more information, please see the Wellness Challenges User Guide located on the Invest In Your Health website.

If you haven’t already signed up, please visit https://member.ourhealth.org/sign_up/stateofin and complete your registration. Once registered, you may also access the platform through the Limeade app (code Stateofin). For more information, please visit OurHealth Challenge Program FAQs or contact the Benefits Hotline at 317-232-1167 or 877-248-0007. The Hotline is available Monday through Friday from 7:30 a.m. to 5 p.m. EST.



Artwork by Jerry Williams

Exercise your eyes to prevent fatigue

Eye Stretches

Think of this as flexibility and mobility work for your eye muscles. It’ll give you the ability to move your eyes freely in a full range of motion.

- A. Place your fingers in “steeple position” and hold them about a foot away from your face.
- B. Keeping your head still, move fingers as far to the left of your eye as possible and hold for 5 seconds.
- C. Repeat, moving fingers to the right, then up, then down.

Eye Push-Ups

Push-ups aren’t only for your arms! Eye push-ups help teach your eyes to work as a team to scan things nearby (like your smartphone or computer) without getting fatigued.

- A. Hold a pencil at arm’s length. Looking at the pencil, slowly move it inward toward your nose, keeping it single as long as possible.
- B. If the pencil “splits into two” before reaching your nose, stop moving the pencil and see if you can make it singular again. If the pencil becomes singular again, keep moving the pencil toward your nose. If not, slowly move the pencil away until you only see one pencil. Then slowly move the pencil toward your nose again.

<https://www.shape.com/lifestyle/mind-and-body/eye-exercises-improve-vision-eye-health>

What you need to know about the Employee Assistance Program (EAP)

Imagine if there was a program that gave you access to resources such as financial planning, legal assistance, tobacco cessation, pet sitters, and management tools? Better yet, what if these services were available to you free of charge? More than likely, you would want to know how to sign up. Would you believe, you have access to these services now through the Employee Assistance Program (EAP)? That's right, if you are a full time employee, you're already signed up!

The Employee Assistance Program is one of the most valuable and underutilized benefits the state offers. As mentioned above, EAP is a free benefit to full time employees and members of their households. Participation is kept completely confidential and the available resource can be accessed 24/7, 365 days per year. With such an extensive benefit offering, you would think that everyone would want to utilize the resources. Unfortunately, that's not the case. There are many misconceptions about EAP that hinder participation. Let's take a closer look at the program and dispel the confusion.

When you mention EAP, most people will automatically think about telephonic counseling. While this is a benefit under the program, it's only one small

part. EAP offers a wide range of resources that most would never have dreamed would be available-- for free. Besides the resources previously mentioned, EAP also offers services such as parenting advice, stress management, elder care information, home buying and selling advice, ID monitoring and much more. There truly is something for everyone if you take the time to look.

The best way to get started is by visiting the Anthem EAP [website](#). To access all the available benefits, you will need to sign-in by clicking the "Login" link within the "Members" box and enter the Company Code, State of Indiana. Once logged in, it won't take you long to see what you have been missing out on.

One of the newest program enhancements is the opportunity to speak with a licensed therapist in person for free. This is not just a one-time benefit. In fact, you and each of your household members can have up to eight visits, per issue, per year, free of charge. To get started, simply call 800-223-7723 and let the representative know that you would like to schedule a face-to-face appointment with a licensed therapist.

As an added benefit, you can even schedule your face-to-face

appointment through LiveHealth Online once you have contacted EAP and receive a code. By going through LiveHealth Online you will have access to see a therapist from the convenience of your own home through any computer or mobile device with a camera. You can register for LiveHealth Online at www.livehealthonline.com. For more information about LiveHealth Online, please visit www.investinyourhealthindiana.com/livehealth-online/.

With all of these assets, there is no better time to start utilizing them. Don't miss out a minute longer. Check out the [EAP website](#) today!

LiveHealth[®]
O N L I N E

Linking up: LinkedIn Learning opens new doors for State of Indiana employees



**Indiana State
Personnel Department**

State of Indiana employees now have free and unlimited access to an industry-leading online learning platform intended to aid and encourage personal and professional development. Many will be familiar with lynda.com, the premium online learning pioneer founded in the 1990s. It was acquired by LinkedIn, the business/employment-focused social network, and is now known as LinkedIn Learning and available to state employees through an arrangement with LinkedIn that officially kicks off this month.

The result is a unique opportunity for State of Indiana employees to learn new job skills from experts in their respective fields. Making things even more accessible, employees without LinkedIn accounts can still take the courses.

Personalized, convenient, wide-ranging, and even fun, LinkedIn Learning is a platform through which the state's workforce can garner valuable knowledge intended to help employees achieve new milestones and excel in their careers. With thousands

of courses available 'round the clock at the touch of a button, employees in nearly any profession will have the keys to assist in unlocking their full potential.

"Increasing access to high quality workplace training tools helps close skills gaps, making us more responsive to the changing needs of the workplace and the citizens we serve," said Indiana State Personnel Director Britni Saunders. "Encouraging our employees to be the best they can be is important to our commitment to deliver great government service."

Concerned about privacy?

The State of Indiana has no access to personal LinkedIn accounts, regardless of whether an account is used by a state employee to access LinkedIn learning. However, learning activity under the program, such as courses viewed or completed, will be available to the state, as will any courses users transfer from their personal account to their group account.

As a reminder, LinkedIn profile information, such as name, work title, and profile photo, is normally viewable to anyone. However, LinkedIn allows users to hide their

profiles, meaning employees who do not wish to be visible on LinkedIn can still use the platform to access the courses.

In other words, LinkedIn users can make use of the newly-available learning tools without worrying that their personal profile – or any personal information not already shared on the profile – could be compromised. Alternatively, employees can bypass a LinkedIn account completely when participating.

Getting started

All State of Indiana employees working in agencies supported by the Indiana State Personnel Department (INSPD) have access to LinkedIn Learning. Detailed information on how to access LinkedIn learning under this program is available in this quick-start guide.

Following account activation, access is granted to the virtual treasure trove of more than 13,000 video tutorials covering topics such as technology, business, and even creative endeavors. The virtually limitless library may be accessed 24/7 through any computer or internet-enabled mobile device.

Each user can receive personalized course recommendations (only available when accessing content through a LinkedIn account) that help develop in-demand skills

(Continued on page 10)

(Continued on page 5)

Linking up: LinkedIn Learning opens new doors for State of Indiana employees

necessary for his or her work, while information learned from the expert-led videos is reinforced through quizzes and practice exercises.

There is no limit to the number of courses a member can take; however, access during work hours is subject to supervisor approval and is restricted to courses designed specifically for relevant professional development. Overtime-eligible employees are prohibited from accessing work-related training outside assigned work hours; time spent on these trainings is not authorized for overtime. More creative pursuits, of course, can be viewed during one's leisure time.

Once the sign-in process is complete, users will be directed to choose content recommendations based on skills they would like to learn. The library of courses available to all users casts a wide net.

From growing a business to learning how to use social media as a marketing tool, finding a topic not covered by LinkedIn Learning is easier than coming up empty on a search. Education, design, software, and strategic planning barely scratch the surface of the LinkedIn Learning library.

The benefits of making such learning opportunities available

are many as well, with employers that offer LinkedIn Learning reporting increased job satisfaction and higher rates of employee retention.

A prime example is Kantar Insights, which saw 100 percent activation among 15,000 employees who were given a LinkedIn Learning license. Kantar's main purpose in bringing the platform to its global employee base was "to strengthen their culture with a scalable learning situation."

In many ways, the LinkedIn Learning platform allows workers to meet the ever-changing demands of their job while also preparing them for future opportunities should they choose to pursue them.

A person's natural curiosity about any subject may be a catalyst to learn more, and a desire for self-improvement is a nearly universal intrinsic human value. Put the two together and combine them with a nigh-on infinite learning platform, and good things are bound to happen. And as more users explore the platform, positive word of mouth can be used to increase interest and build excitement.

There's little worry to think the platform is part of an employee exit strategy, too, using the tools to head for "greener pastures." In fact, it's quite the contrary.

Studies have shown that employees who have the opportunity to learn new skills relevant to their current job are actually less likely to depart, so concerns that employees might use those tools simply to gain the skills necessary to move to a new job are unfounded.

All-in-all, LinkedIn Learning is proving to be a win-win for employers and employees alike. "This is a great new benefit of state employment," said Saunders. "Whether it helps you do your job better or fulfill a passion, learning is enriching in so many ways, and I hope everyone is able to take full advantage of this resource."

Note: The program described in this article is applicable only to State employees who work in agencies that use HR shared services provided by INSPD.

RIPEA--Serving retired state employees since 1972

In 1972, the Retired Indiana Public Employees Association (RIPEA) was established by the Indiana Legislature to represent retirees and employees in positions covered by the Public Employees Retirement Fund (PERF). RIPEA is governed by a 13-member board comprised of retirees in PERF and/or a fund administered by the Indiana Public Retirement System (INPRS).

The primary function of RIPEA is in the legislative area. "As public retirees, we understand the issues and concerns of the public retiree," explains Bill Murphy, RIPEA's executive director.

For example, an increase in the retirement income of PERF retirees is not automatic and must be approved each year by the Legislature and signed into law by the Governor. "RIPEA is instrumental in this effort each and every year," Murphy says, adding that as a result of RIPEA working with the Legislature, there has been an increase in the retirement income of PERF retirees every year since 1991.

RIPEA also offers group insurance plans, health insurance for members 65 and over covered by Medicare A & B, life insurance, dental and vision insurance, and additional coverage.

RIPEA has approximately 45,000 members with annual membership dues of \$18.

The RIPEA Foundation

In 1995, RIPEA established the RIPEA Foundation as a 501 (c) (3) not-for-profit organization to receive donations and provide financial assistance to members of RIPEA who have encountered financial hardships.

Since 2001 the foundation has awarded more than \$500,000 in grants to more than 3,500 members. In addition to individual grants, the Foundation supports programs that enhance the quality of life for RIPEA members.

Another role of the foundation is to support retired public employees who want to continue their education. For example, Ivy Tech has been the recipient of \$10,000 to cover the cost of books and supplies for RIPEA members who enroll in classes.

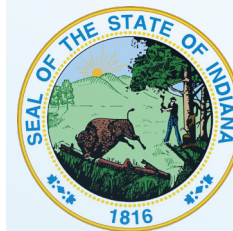
"We hope that State employees will consider the RIPEA Foundation when giving through the annual United Way campaign," says Murphy. Donations also can be made through the RIPEA website.

More information about RIPEA and the RIPEA Foundation is available by calling the RIPEA office at 1-800-345-9214 or visiting its [website](#).

Note: The 2019-2020 SECC Campaign kicks off in September!



Governor's Fellowship applications accepted until March 31



The Governor's Fellowship is highly selective and provides a unique experience in Indiana state government by

placing fellows in various state agencies on a rotating basis throughout the year.

The program is open to college graduates who received their bachelor's degrees in either fall 2018 or will during spring 2019. Fellows are paid, full-time employees who participate in the day-to-day activities of state government.

Application and submission guidelines can be found at www.in.gov/gov/fellowship.htm.

Discover your roots



Interested in genealogy?
Want to discover your roots?
Visit the Indiana State Archives
between 10 a.m. and 3 p.m.
Saturday, March 16, and learn
how to use FamilySearch, one of
the foremost digital genealogical
resources available to researchers.

A free service, [FamilySearch](#)
contains more than 4 billion names
across a wide variety of accessible

historical records, which feed into
the generation of digital family
trees. In this workshop, you'll
learn how to create a free account,
search for records, capture images,
and much more.

Computers will be available for
use, but patrons are encouraged to
bring their own laptop or tablet.
To register, email the Indiana
Archives and Records

Administration (IARA) at arc@iara.in.gov
or call (317) 591-5222. IARA
is located at 6440 E. 30th St. in
Indianapolis.

Why Should I attend Money Talks?

Are you just starting your career?
Or maybe you're two years away
from retirement? Either way, there is
something for you at INPRS Presents:
Money Talks.

You will have the opportunity to learn
about budgeting, paying for college,
paying for medical expenses and so much
more! You can also hear from several
speakers who will discuss topics such as
Social Security, Hoosier S.T.A.R.T., INPRS,
the Indiana State Personnel Department
(INSPD), 501K Plan, and many more.

Join us from 10:30 a.m. to 2:30 p.m.
Friday, April 12 in Conference Room
B, IGC-S. You can RSVP [here](#). For more
information contact Tamika Williams
at twilliams3@inprs.in.gov. Light
refreshments will be served.
We hope to see you there!

File your taxes for free!

Was your adjusted gross income
\$66,000 or less in 2018? If
so, you may be eligible to file
your state and federal taxes
for free with Indiana Free File
(INFreeFile) from the Indiana
Department of Revenue (DOR).



INFreefile provides faster
refunds, free easy-to-use
software, and a secure way to
file your taxes. Did you know,

filing electronically can not
only save you money, but it
also has a 98% accuracy rate?
Our qualified vendors can
also help you find deductions
and credits you qualify for,
increasing the amount of
your refund or decreasing the
amount you owe. File today at
freefile.dor.in.gov.

If you have questions, contact
DOR's Customer Service Center
at 317-232-2240 or check us
out on [our website](#), [Facebook](#),
[Twitter](#) or [Instagram](#).

March is National Nutrition Month

We all know that consuming nutritious foods is important for our overall health, and for chronic disease prevention. With March being National Nutrition Month, it's a great time to step back and review what it means to eat healthy.

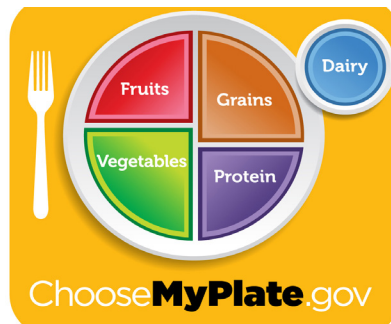
A healthy eating pattern includes eating a variety of foods from each of the food groups listed here:

1. Vegetables
2. Fruits
3. Grains
4. Protein
5. Dairy

Two important things to remember when perusing the cafeteria, or planning meals, are portions and variety. The MyPlate nutrition guide is a helpful tool for choosing appropriate portion sizes of foods. Not every meal will include all food groups, so think of this plate more as a guide for your overall daily intake.

For example, almost half of the food we eat each day should be fruits and vegetables. When considering variety, choose different fruits and vegetables for each meal, or switch it up between animal proteins and plant proteins.

Aside from providing diverse tastes and flavors, your meals and snacks will have a good mix of



vitamins and minerals as well. Visit chooseMyPlate.gov to learn more! A healthy eating pattern limits the following:

1. **Saturated fat.** Found in red meats, butter, coconut oil, whole milk dairy products, and pastries, etc., eating saturated fat in

excessive amounts can raise your cholesterol and increase your risk for heart disease. No more than 10 percent of daily calories should come from saturated fat.

2. **Sodium.** Excess sodium can raise your blood pressure, which is a leading cause of heart disease and stroke. It is recommended that Americans consume less than 2,300 mg of sodium daily. High-sodium foods include processed foods such as frozen pizzas, baked goods, canned soups, and chips.

3. **Added sugars.** A diet high in added sugars can also increase your risk for heart disease. Limit added sugars to 12 teaspoons or less. For reference: 4g of added sugar equals 1 teaspoon. Added sugars are commonly found in sodas, candy, and cereal.

Test out your nutrition knowledge with this [quiz](#), or take a nutrition break with this popular [game](#). Stay healthy, stay happy!

8th Annual IDEM Chili Cook-Off
March 12, 2019 11:00 AM - 2:00 PM IGCN 1319

INDIANA SPORTS CORP.
Team IDEM

\$5 Meal Deal, as well Dogs, Chips, Drinks, & Desserts

Hosted by IDEM, IGCN 13th floor. Use the West Elevators. Proceeds go to Geared for Health, an organization that provides sporting equipment to disadvantaged youth, the Susan Williams CHAMPS Grant Program, and to help defray the costs of the Corporate Challenge.

Employee Spotlight: Indiana Department of Correction Sgt. Tyler Meyer

Note: In this ongoing series, the Indiana State Personnel Department takes an in-depth look into the lives and work of state employees. We'd love to hear your thoughts on this series! Please send interview suggestions to spdcommunications@spd.in.gov.

PLAINFIELD -- Tyler Meyer enjoys being a mentor and sharing his knowledge with other staff of Plainfield Correctional Facility.

Among other duties, the correctional sergeant supervises a shift of three correctional officers and is tasked with ensuring all is as it should be in a prison dormitory that houses as many as 300 convicted offenders divided among four units. There are typically around 80 inmates in each unit. Meyer makes certain that each crew of officers is relieved at the shift's end, radio equipment is exchanged among staff in secure locations, and that each incarcerated man is properly accounted for on a daily basis. He performs security walkthroughs of the dormitories, helps calm any inmate escalation, and sees to it that the facility's rules are enforced.

All that is vitally important in the corrections field, but helping fellow staff members grow and continue to learn is just as integral – if not more so – as adhering to each day's strict regimen, in the young officer's book.

And that's where Meyer continually finds his greatest joy.

"The aspects that I enjoy the most about my job would be mentoring my officers and watching them progress into positions that require specialty training," Meyer said. "It's a humbling experience when you're able to spread the wealth of knowledge and experience to your fellow officers and have them utilize the tools you provided them to become better officers."

There's no such thing as a typical "day at the office" for Tyler Meyer or any of the hundreds of other Indiana Department of Correction staff. And if Meyer's work

sounds like a big job, well, that's because it is.

This is "the big house," after all, a medium-security



Sgt. Tyler Meyer

correctional facility that is "home" (at least temporarily) to nearly 1,500 offenders as of January 2019. Meyer is one of about 260 correctional staff working at the 55-year-old Hendricks County facility. Though his knowledge and dedication may make him seem like an "old hand" in his work, Meyer is only 26 with about three and a half years of total experience in the field.

Nonetheless, he's a leader and a role model for other staff, and his educational background, drive, and determination counterbalance the relatively short time he's spent on the job.

Perfect match

While a student at Indiana State University, Meyer took an interest in the field of corrections en route to getting a bachelor's degree in criminal justice. His first job out of college was at Putnamville Correctional Facility, another medium-security institution in Greencastle, and it didn't take long before Tyler Meyer, who is also currently serving in the US Army, knew this was the career for him.

"The military and experience that I achieved throughout college have all inspired me to become a part of the Department of Correction," said Meyer.

Tyler's military service is also proving to be the perfect complement to his "day job." Meyer said he sees parallels between the two "in regards to handling adverse situations, maintaining discipline, and leading fellow officers." He can learn skills in each that will benefit him in both lines of work.

(Continued from page 11)

Employee Spotlight: Indiana Department of Correction Sgt. Tyler Meyer

The corrections sergeant conceded, however, that his line of work certainly isn't for everyone.

In a workspace occupied by convicted offenders with rap sheets that include murder, robbery, drug-dealing, and any number of other crimes against people and property, it takes a person built of some of the sternest stuff to be successful. You've got to be tough to make it in such a place. But it also requires people who retain compassion in the face of those seemingly without any, who expect the best from themselves and others, and who remain committed to IDOC's mantra and cause: changing lives.

"The qualities and attributes I believe that must be possessed in order to achieve success in this field would be patience, motivation, discipline, and the ability to lead by example," Meyer said.

In that regard, Tyler and others like him are continuing to raise the bar.

Knowledge of the offender population is a must as well, and the ability to keep a cool head at all times is imperative.

"Officers must be able to remain calm and not react out of emotion," the officer said.

All IDOC staff must stick to a strict schedule and rigid rules designed to ensure, as much as possible, the safety of all staff members and inmates. Complacency is not an option, and no corners can ever be cut when it comes to safety.

Staying cognizant of those facts is critical, Meyer believes.

"Officers need to find a method of remaining firm, fair, and consistent when performing their duties," he said.

At all times, they must maintain professionalism, and time management is crucial. Meyer said making certain he manages his time well is a consistent challenge in his career. He has a diverse group of responsibilities and has to find a way to be at his best

while performing each – from interacting with inmates to monitoring the performance of other staff.

Breaking in

So what's the best way to get started on a career in corrections?

"The advice I would suggest when considering a position with IDOC is to contact the facility to complete a job shadow with an officer," said Meyer. Researching the position and the facility are important as well. In other words: do your homework.

The rewards are many for those willing to put in the time and effort necessary to achieve them.

"The correctional field provides a variety of opportunities and upward mobility," Meyer said. Some options include becoming a Field Training Officer (FTO), joining a facility's emergency response team, or teaching firearms usage and safety. Supervisory roles and caseworker positions are other possibilities for those inclined to pursue them. Those working in a non-custody capacity could move on to positions such as caseworker, program coordinator, recreation leader, and more.

The sky's the limit for those with the desire to reach for it. Sgt. Tyler Meyer hopes his work will inspire others to join the Indiana Department of Correction in the hopes of changing even more lives. It's a career that is anything but easy, but each challenge is just another opportunity to grow and another experience to share.

"The aspects I find rewarding are mentoring newer officers and watching them progress into becoming great assets for the facility to benefit from," said Meyer. The other rewarding aspect of the job is [being] willing to deal with convicted criminals with minimal protection in order to maintain the security and safety of citizens outside of the facility."

Story by Brent Brown, INSPD

2019

wellness webinar calendar



View the webinars on demand – anytime, anywhere. Submit a question and receive a response via email. Questions are logged in a FAQ section so you have the ability to browse and learn from the questions of others.

| | Monthly theme | Monthly webinar title | Webinar description |
|-----|--|---|--|
| JAN | Workplace relationships | Building Positive Relationships at Work Available on demand starting Jan 15 | Examine patterns in our workplace relationships and how we can alter our approach to make them positive. |
| FEB | Recognizing a need for support | Mental Health First Aid Available on demand starting Feb 19 | Recognize the signs of someone who might be facing emotional concerns, and learn best practices for offering support. |
| MAR | Respecting each other | Interpersonal Communication: Social Skills for Success Available on demand starting Mar 19 | Explore verbal and nonverbal communication to better understand how interpersonal communication may be interpreted by others. |
| APR | Resilience | Understanding Resilience Available on demand starting Apr 16 | Delve into techniques for becoming more resilient, and understand that the first step is acknowledging one's own feelings. |
| MAY | Prioritizing wellbeing | Healthy Mind Toolkit Available on demand starting May 21 | Learn practices for restful sleep, balanced nutrition, healthy relationships, regular mindfulness practice, and more, as practical tools in your "healthy mind toolkit." |
| JUN | Mindfulness and focus | Mindfulness Matters Available on demand starting Jun 18 | Explore basic mindfulness principles and learn some techniques that you can put to immediate use. |
| JUL | Managing pressure and balancing priorities | Making a Life While Making a Living: Work-Life Balance Available on demand starting Jul 16 | Identify strategies to be more effective and more satisfied with both home and work lives. |
| AUG | Tools for financial wellbeing | Effective Budgeting Available on demand starting Aug 20 | Develop better skills for tracking spending, reducing debt, and developing a personal plan for financial success. |
| SEP | Making the best use of your time | Maximizing Your Day: Effective Time Management Available on demand starting Sep 17 | Better understand basic time management principles and what characteristics make effective time managers. |
| OCT | Positive emotional health | Emotional Wellness: Building Better Mental Health Available on demand starting Oct 15 | Gain coping strategies for dealing with adversity in a constructive way, and develop structured mechanisms for building better mental health. |
| NOV | Support for caregivers | The Sandwich Generation: Meeting the Challenges of Multigenerational Caregiving Available on demand starting Nov 19 | Identify common family dynamics, gain insight on knowing when it's time for additional caregiving support resources, and explore self-care techniques. |
| DEC | Creating stronger relationships | Examining Relationships: Healthy vs. Unhealthy Available on demand starting Dec 17 | Examine different types of relationships – from family and friendship, to romantic and professional – while learning to recognize healthy and unhealthy relationships. |

To view a seminar on demand go to [and enter](#)

You'll find these and other seminars in the [Seminars Center](#).

Anthem Blue Cross and Blue Shield is the trade name of: In Colorado: Rocky Mountain Hospital and Medical Service, Inc. HMO products underwritten by HMO Colorado, Inc. In Connecticut: Anthem Health Plans, Inc. In Georgia: Blue Cross and Blue Shield of Georgia, Inc. In Indiana: Anthem Insurance Companies, Inc. In Kentucky: Anthem Health Plans of Kentucky, Inc. In Maine: Anthem Health Plans of Maine, Inc. In Missouri (excluding 30 counties in the Kansas City area): RightCHOICE® Managed Care, Inc. (RIT), Healthy Alliance® Life Insurance Company (HALIC), and HMO Missouri, Inc. RIT and certain affiliates administer non-HMO benefits underwritten by HALIC and HMO benefits underwritten by HMO Missouri, Inc. RIT and certain affiliates only provide administrative services for self-funded plans and do not underwrite benefits. In Nevada: Rocky Mountain Hospital and Medical Service, Inc. HMO products underwritten by HMO Colorado, Inc. dba HMO Nevada. In New Hampshire: Anthem Health Plans of New Hampshire, Inc. HMO plans are administered by Anthem Health Plans of New Hampshire, Inc. and underwritten by Matthew Thornton Health Plan, Inc. In Ohio: Community Insurance Company, Inc. In Virginia: Anthem Health Plans of Virginia, Inc. trades as Anthem Blue Cross and Blue Shield in Virginia, and its service area is all of Virginia except for the City of Fairfax, the Town of Vienna, and the area east of State Route 123. In Wisconsin: Blue Cross Blue Shield of Wisconsin (BCBSWI), underwrites or administers PPO and indemnity policies and underwrites the out of network benefits in POS policies offered by CompCare Health Services Insurance Corporation (CompCare) or Wisconsin Collaborative Insurance Corporation (WCIC). CompCare underwrites or administers HMO or POS policies; WCIC underwrites or administers Well Priority HMO or POS policies. Independent licensees of the Blue Cross and Blue Shield Association. Anthem is a registered trademark of Anthem Insurance Companies, Inc.