

The Torch

The official newsletter for Indiana state employees

Employee Wellness Program

Wellness survey underway, input needed

If you haven't already done so, log on and complete the state employee Wellness Survey ([link](#)).



The survey will help State Personnel determine employee interest in worksite wellness programs.

From the survey results, we will gather ideas on how to best provide the programs, activities and information best designed to meet your needs.

The deadline to complete the survey is May 6. It is completely voluntary and confidential.



Original artwork by Jerry Williams

INSafe works for health and safety in the workplace

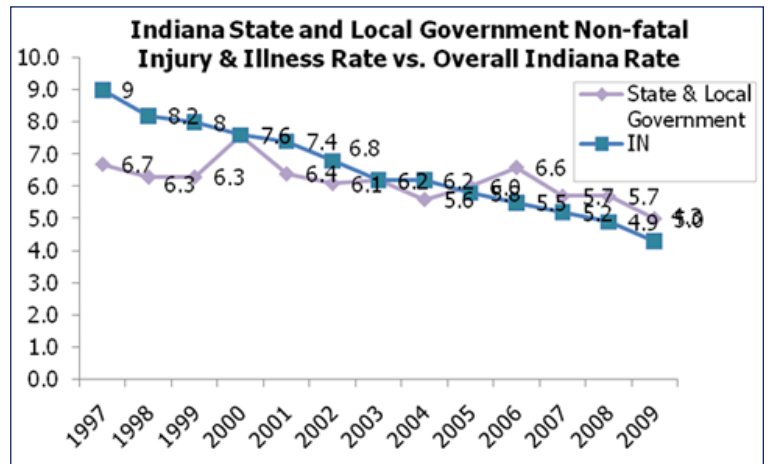
Each Thursday evening, as we watched the end of roll call for the Hill Street Blues officers, the sergeant would caution, "Let's be careful out there." The caution issued the fictional police officers bears repeating to each of us: "Let's be careful out there."

Because:

State and local government employees had the second highest non-fatal injury and illness rate in Indiana for 2009 (the most recent data available). One in every six employees in this category suffered a work-related injury or illness. The raw number: 15,300. Before you start counting off in sixes in your agency to see who might be next, notice that the category is "state and local government employees."

Federal reporting guidelines lump state employees in with all other government employees across the state (except federal) into the state and local government employee sector. Occupations in this sector include police officers, firefighters, healthcare workers, educators, school bus drivers, public housing authorities, and workers in state agencies, utilities, highways, libraries and airport operations.

Between 2005 and 2009, 41 workers in state and local government were killed on the job. Of those 41, six were killed in 2009 alone. In the five-year period, there were 10 state employees killed on the job.



And while the number of non-fatal work-related injuries and illnesses are down about 12 percent from the 2008 rate, "one is one too many," said Michelle Ellison, IDOL's INSafe director.

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

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



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INSafe works for health and safety...

INSafe provides education and outreach services regarding workplace health and safety for Indiana employers, employees, labor unions, professional groups, trade organizations and others. It was born out of the federal Occupational Safety and Health Act of 1970 (OSHA), which encouraged states to develop and implement their own proactive safety and health consultation program.

INSafe consultants provide on-site consultation, training and proactive health and safety programs to any employer in Indiana who expresses interest. In 2010, INSafe consultants conducted more than 400 onsite workplace safety and health consultations through the OSHA Consultation Program. Those onsite visits resulted in identifying more than 1,200 occupational safety and/or health hazards, which the consultants then helped to correct.

The way the program works, INSafe does not charge for its services, nor does it impose fines, should a violation be found. Instead, the consultants work together with the employer to correct any problems or violations. The findings remain confidential, unless the employer fails to make the necessary corrections. In the event there is an imminent danger to someone's life, INSafe may refer the case to Indiana OSHA.

Consultations are provided in three areas: general industry, construction and industrial hygiene. INSafe consultants review the company's safety and health programs, OSHA injury and illness records. At the request of the employers, the

consultant can also focus on a specific health or safety issue, whether it is an employer process, piece of equipment or machinery or a written program. The bottom line, according to Ellison, is that the INSafe program exists to ensure health and safety in the workplace for all Hoosiers.



INSafe Safety Consultant Roy Pannell provides information to an employer in Terre Haute. Pannell is one of nine INSafe Safety and Health Consultants within the Indiana Department of Labor.

Employee Assistance Program Getting enough zzzzzs?

Did you sleep well last night? How about the night-before-last? If you answered “no” to either of the questions, then have we got a seminar for you.

The May topic for Anthem's Employee Assistance Program (EAP) is “May Cause Drowsiness: The Importance of Sleep.” Choose from one of three sessions: May 17 at noon, 2 or 4 p.m. All are Eastern times.

To register, go to www.AnthemEAP.com. The login is “State of Indiana.” Once you have logged in, scroll to the lower right screen and click on “Seminars.” Once you are registered, make sure to put the information on your calendar.

Anthem EAP offers a seminar the third Tuesday of each month. The topic for June (scheduled for June 21) is adjusting to the aging process.



Governor Daniels presents Marian High School senior Tim Trippel with the 2011 Indiana Top Young Scientist Award and a check for a \$10,000 scholarship. Trippel won the award at the 23rd Annual Hoosier Science and Engineering Fair held in Bloomington earlier this month. Daniels established the award in 2009 as a part of his continued commitment to improve Indiana education and to highlight the importance of science, technology, engineering and mathematics. Trippel's project was titled Development of a Low-Cost Electroporator for High School and Developing World Application

Stand up to the monster

Remember those dreadful days of childhood when “routine checkups” really meant your pediatrician was going to give you a shot? Or worse – more than one?

Despite the doctor’s, nurse’s and your mother’s attempts to console you by saying it would “all be over before you know it,” the anxiety could feel almost unbearable. In your childish mind, this was torture. How could everyone act like it was no big deal?

So you whimpered – or sobbed – and in a second or two, it was all over, just like they promised. For your bravery, you may have gotten some small reward – your badge of courage – intended to bring a smile to your red, tear-streaked face. Then out the door you went, armed against the invisible monsters of measles, mumps, polio, chickenpox and whooping cough.

As you matured, you realized two important things about those shots: (1) they really were not as bad as you had imagined; and (2) they were critical to your overall health and wellness.

Now you are an adult and your routine checkups have changed a bit. Your preventive care now includes intimate and somewhat awkward exams including those that screen for a new monster - cancer.

The truth is this: most people understand that screenings for breast, cervical, prostate and colorectal cancer are key to saving lives, but they do not regularly get them. Why? Is it because we get confused about the timing of certain types of cancer screenings? Do we

put it off thinking, “I’m not sick, so why go to the doctor?” Is it the fear of the actual test and the temporary discomfort during the invasion of our most sacred body parts? Or are we afraid that the monster will get us?



Our reasons probably include many, if not all of these scenarios.

Remember that action gets results. A screening simply means that your doctor is taking preventive measures to check for cancer before you ever have any symptoms. And when you make your health a priority, you help defeat the monster.

Start talking about the uncomfortable subject of cancer screenings. Talk to your doctor first. Make sure you know how often to be tested, how long the procedure will take and how to ease any anxiety you may be experiencing. Then ask a trusted friend or family member to describe his or her experience with you. Although the matter is serious, you will most likely find a little humor in your discussion along with some very useful advice to prepare you for your important screening.

Then, stand up to the monster. Get screened. And encourage someone else you care about to get regular cancer screenings also - your spouse, a sibling, even parents of adult children can remind them that it will “all be over before you know it.” Your reward? Better health, and possibly your life.

For more information about breast, prostate, colorectal and cervical cancer and screenings, visit www.anthem.com.

Screening facts

Mammograms, an X-ray of the breasts, can detect 90-95% of cancers unable to be felt during a self-exam. The actual test only takes about five to 10 minutes. The National Cancer Institute recommends women 40+ get mammograms every one to two years.

Prostate exams for men include a simple blood test (called a PSA test) and a digital rectal exam – or DRE. The good news is that the DRE only takes about 5 minutes. About half the time, any suspicious lump found during this exam is not cancer. The American Urological Society and the American Cancer Society recommend these tests annually for men age 50+.

Cervical cancer screening is typically performed through a Pap test during a routine pelvic exam. The Pap looks for abnormal cells growing on the cervix that can be cancerous or precancerous. The exam takes less than five minutes. Early detection and treatment of abnormal cell changes is important in preventing cervical cancer.

Colorectal exams are typically recommended for men and women beginning at age 50 according to the American Cancer Society. There are several methods doctors use to screen for colorectal cancer, beginning with a DRE. Based on your personal health history, your doctor will recommend the most appropriate test for you. Typically, these tests are only repeated every five to 10 years.

Sources:

National Cancer Institute – www.nci.gov
American Cancer Society – www.cancer.org

This information is intended for educational purposes only, and should not be interpreted as medical advice. Please consult your physician for advice about changes that may affect your health.

Weight lost is health gained

The Auditor's Office is a bit leaner these days. Following 12 weeks of an office Biggest Loser challenge, participating employees lost a collective 235 lbs.

Weekly weigh-ins were conducted during the lunch hour and motivational, educational e-mails were sent regularly. A representative from INShape Indiana conducted a lunch-and-learn about incorporating small, healthy changes into everyday life.

Soon, challengers were coming together over lunch to share ideas and offer support. The challenges included incentives like dress down days, parking spots and healthy foods. The winner received a cash prize.

Leading by example, Auditor Tim Berry encouraged staffers to start a "Biggest Loser" challenge and supported them throughout the 12 weeks. He also pledged a pound-for-pound donation to Gleaners Food Bank for each pound lost.

Participants are encouraged to lose or maintain weight and continue living a healthy lifestyle long after the competition's end. The Auditor's Office looks forward to restarting the



Following a successful Biggest Loser contest, the participants from the Auditor's Office agree to a group photo.

competition in the coming months.

INShape Indiana offers ready-made fitness and nutrition programs that any agency can start using today. Visit www.inshapeindiana.org and browse other resources including nutrition, physical activity and tobacco cessation tips.

Sign up for the Monthly Focus e-mail and follow INShape on Facebook (www.facebook.com/INShapeIN) and Twitter (www.twitter.com/inshapeindiana).

Tongue piercing is not only a health risk, but painful

Tongue piercing, or piercing of any other site within the mouth, is associated with a variety of risks. Please consider these risks carefully before deciding whether to have your tongue pierced.

Risk of infection: Body piercers must adhere to infection control standards, such as sterilization of needles and other instruments, to prevent disease transmission, but many practitioners are unlicensed and often self-trained.

Intraoral piercing has a high risk of infection because of the high levels of bacteria in the mouth. Infection can lead to a variety of health problems.

Risk of dental damage: Intraoral jewelry can injure teeth by chipping or cracking enamel. While cracking may be confined to the tooth surface, it may also go deep into the tooth. This could result in nerve damage, leading to the need for a root canal or extraction of a tooth/teeth. A root canal is a procedure by which the small, tubular channel normally filled with pulp in the root of a tooth is opened, cleaned and filled.

Most dentists discourage oral piercing because of these and other risks.

Tongue piercing is painful, as no anesthesia is used. Complications of tongue piercing, other than those listed above, can include:

- Loss of blood during the piercing procedure
- Compromise of the airway by post-surgical tongue swelling
- Gingival (gum) tissue damage
- Increased salivary flow (drooling)
- Allergic reactions to metal in jewelry
- Impeded speech, chewing ability and swallowing

Phone etiquette

Text messaging is a focused activity

When it comes to text messaging, multi-tasking is not acceptable. If you are preparing to send or receive a text message, you should concentrate on the text message and not attempt to do anything else at the same time.

Etiquette maven Emily Post weighs in on the matter: "The guideline is that you do not text message when you are involved in any type of social interaction — conversation, listening, in class, at a meeting or especially, at the dinner table." And while it did not make her list of social interaction, remember that texting and driving do not mix.

Transparency law provides for open and honest government

The Indiana Attorney General's Office, Hoosier State Press Association and Public Access Counselor are partnering on a training effort to increase awareness and compliance of Indiana's Public Access Laws statewide. The program is designed to assist Indiana's public officials in upholding our state's transparency laws in order to provide Hoosiers with a more open and honest government.

The "Essentials and Updates of Indiana's Public Access Laws" will provide attendees with practical tips to ensure compliance, pitfalls to avoid non-compliance and legislative updates. Also discussed will be ways to seek assistance when receiving requests for public information.

This course has been approved for 2.0 general CLE credit hours and 2.0 new lawyer CLE credit hours.

To register for this free event in any of the following locations, please [complete the registration form](#).

The seminar will be offered around the state:

May 5 – 10 a.m. to noon – Indianapolis

May 11 – 10 a.m. to noon – South Bend

May 18 – 9 to 11 a.m. – Merrillville

May 25 – 4 to 6 p.m. – Madison

June 1 – 10 a.m. to noon – Terre Haute

June 8 – 10 a.m. to noon – Fort Wayne

June 15 – 10 a.m. to noon – Columbus

June 22 – 10 a.m. to noon – Lafayette

June 29 – 10 a.m. to noon -- Evansville

Historic sites ready for visitors

Take advantage of the spring weather, while it lasts. Visit a state historic site – or all of them. Here are some samplings of programs they're offering during May. There are more activities available than what is listed here, so click on the link following the name of each site to learn what other events are offered and when.

Culbertson Mansion State Historic Site (www.indianamuseum.org/culbertson, 812.944.9600)

Mansion Herb Sale

May 6 and 7; 9 a.m. – 4 p.m.

Admission to the sale is free. Stock up on your perennials and garden herbs all for a good cause.

Whitewater Canal (www.indianamuseum.org/whitewater, 765.647.6512)

Towpath 10K Dash and Fun Run

May 21; race begins at 8 a.m.; \$25 per person

Registration continues through May 19

Runners and walkers will dash past historic buildings, a working 1845 grist mill, replica of a freight-type canal boat powered by two Belgian draft horses, world-famous 1848 aqueduct and an original working lock on the canal.

Limberlost Historic Site (www.indianamuseum.org/limberlost, 260.368.7428)

Loblolly Marsh Wetland Tours May 7, June 4, July 2, Aug. 6, Sept. 3; 9:30 – 11:30 a.m. \$2 per person

Take a guided tour of Loblolly Marsh, part of the famous Limberlost Swamp in Adams and Jay Counties.

Gene Stratton-Porter Cabin (www.indianamuseum.org/stratton-porter, 260.854.3790)

Wildflower Walk & Brunch

May 7; 10:30 a.m. – 12:30 p.m.

\$20 per person; reservations required (does not include cabin tour)

The site's naturalist will lead an interpretive walk through the formal gardens, as well as part of the "Wildflower Woods." Brunch will be served at the Carriage House.

T. C. Steele Historic Site (www.indianamuseum.org/tc_steele, 812.988.2785)

Garden Gala and Plant Sale

May 7; 10 a.m. – 4 p.m.

Free (some costs may apply to workshops)

Enjoy a workshop on botanical drawing with Gillian Harris, flower arranging workshop and purchase plants. Listen to live music near the "outdoor café." Box lunches will be available.

Corydon Capitol State Historic Site (www.indianamuseum.org/corydon, 812.738.4890)

Friday Night Concerts

May 27 – Sept. 2; 7:30 p.m.

Don't miss this series of 15 free concerts on the Capitol Square on Friday evenings. Enjoy music by local and regional bands. Bring your own chairs.

Vincennes State Historic Sites (www.indianamuseum.org/vincennes, 812.882.7422)

Candlelight tour

May 28; beginning at dusk

Enjoy a candlelight tour lead by staff in conjunction with the Spirit of Vincennes Rendezvous. The Rendezvous Grand Ball is held on the Territory Capitol SHS property that evening.

Summer camps provide kids exposure to law enforcement

For 40 years, Indiana State Police (ISP) has offered young people an exciting, up-close look at law enforcement and the criminal justice system through its youth camps. The camps help students gain respect for themselves and others through programs, which demonstrate the rewards of hard work and dedication.

Camps are held at universities around the state and offer campers a unique glimpse of campus life. Each program includes well-balanced meals and comfortable sleeping facilities. Camp staffs are hand-picked, responsible law enforcement personnel, who have committed themselves to preparing today's youth for their futures. Scholarships are available for would-be campers.

This summer tradition is made possible through the support of the Association of Indiana Troopers, Indiana District Optimists, Indiana State Police Alliance, Jaycees, Kiwanis International, Lions Clubs of Indiana and the Pacers Foundation.

The camps include:

Respect for Law Camps

These three-day camps are an exciting look at law enforcement for students entering 5th and 6th grades. Police officers staff the co-ed camps and programs include spectacular demonstrations by Emergency Response Team members, Bomb Squads, Underwater Search and Rescue Teams and police dogs. Campers participate in recreational activities, make new friends and go home with a new respect for themselves and others.

Law Camps

Law Camps give students entering the 7th and 8th grades a behind-the-scenes look at the criminal justice system. The four-day co-ed camps offer a more advanced look at law enforcement through field trips, exciting demonstrations and motivating programs. Campers meet peers from around the state, participate in recreational activities and leave with a greater understanding of the police field.

These leadership camps are co-sponsored by the Lions Clubs of Indiana and scholarships are available.

Career Camps

Similar to the Indiana State Police Academy, Career Camps give high school students an in-depth look at law enforcement. Campers conduct their own crime scene investigations, hear from defense attorneys, judges and other experts in the criminal justice field and watch exciting police demonstrations during the weeklong camps.

Camps, one for boys and another for girls, allow students to make friends from around the state, participate in recreational activities and experience what the police academy is like.

Junior Pioneer Campouts

Unlike the leadership camps, the Junior Pioneer Campouts are designed specifically for students between the ages of 11 and 14 who need a structured program with close supervision. For this camp, campers must be recommended by group homes, welfare departments, law enforcement agencies, probation departments or school counselors. These co-ed campouts are held at state parks and allow campers to prepare their own meals, set up campsites and explore the outdoors. Additionally, campers receive one-on-one time with law enforcement officers, who help them develop a more positive outlook for their futures.

Applications are now being accepted. For further information or questions, contact Sgt. Ray Poole at the Indiana State Police Public Information Office, 317-895-5138. Or, download more information here:

- [2011 Camp Application](#)
- [Camp Brochure](#)





State Employee Night

FRIDAY, MAY 13TH AT 7:15 P.M.

INDIANS VS. COLUMBUS CLIPPERS



Enjoy a special rate available only to state employees when you experience Baseball Up Close at Victory Field. Start the weekend off with a bang. Enjoy the most popular night of the week with fireworks shot off from center field after the game. It makes the weekend a little sweeter no matter who wins the ballgame. *Tickets must be purchased in advance.* **Go to IndyIndians.com to order your tickets. Enter promo code "state" in Step 3 of 5 to receive your discount**



Contact Name: _____
 Address: _____
 City, State: _____
 E-mail: _____

Phone: _____
 Zip: _____

To receive discount, tickets must be ordered in advance.

Box Seats (\$11) ___ x 11 = _____
 Reserved Seats (\$7) ___ x 7 = _____
 Lawn Seats (\$6) ___ x 6 = _____
 TOTAL \$ _____

Payment Options:

Check _____ MC _____ Visa _____ Discover _____
 Credit Card #: _____ Exp. Date: _____
 Name on card: _____ Sec. Code: _____
 Signature: _____

Order by phone at (317) 269-3545. Please send order forms to: Victory Field, Attn: MAY 13 State Employee Night, 501 W. Maryland Street, Indianapolis, IN 46225 or fax to 317-269-3541. Any order received within ten days of the game will be left at will call for pick-up.

The Dr. Martin Luther King, Jr. Indiana Holiday Commission presents

*The 13th Annual Statewide
Holocaust Observance*
Commemorating the Victims of the Holocaust

5.4.2011 at 12:00 pm
Indiana Statehouse Rotunda



Free and open to the public. Space is limited. For more information call: 317.232.2651

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