



The Torch

The official newsletter for Indiana state employees

SECC 2010

State employees put their money where their hearts are

Think your fellow state employee doesn't have a soft spot? Think again: state employees have donated more than \$21 million to 2,000+ charities around the world. And now we have the opportunity to help more in need as the 32nd annual State Employees' Community Campaign (SECC) gets underway Sept. 9.



SECC set to launch Sept. 9

Our campaign allows state employees to contribute to any 501 (c) 3 charity. Year after year, our donations are funneled in many different directions. Our money goes to help in a number of ways. Some donate to significantly improve the quality of life for individuals with special needs, while the donations by others create new dollars for research to eliminate disease and illness. Still others offer donations to help fund environmental and conservation efforts and enrich our communities.

If you will be in Indianapolis on that date, stop by the Charities Fair in the Indiana Government Center South (IGCS) cafeteria between 11:30 a.m. and 1:30 p.m. to become better acquainted with some of the charities. Representatives from a number of charities will be available to answer questions about how our contributions help them make a difference.

This year's campaign chair, Dr. Tony Bennett, State Superintendent of Public Instruction, will also be on hand during the Charities Fair. He recognizes that the \$21 million to SECC by state employees demonstrates "a sincere compassion and commitment to helping others continues well beyond our workplace."

Many other organizations will share information outside of the IGC-North and IGCS cafeterias on Tuesdays and Thursdays during the campaign, which will run through the end of October.

Through payroll deduction, you can support any cause or organization that you are passionate about. To find out how you can contribute to your favorite charity(ies) or for more information regarding the SECC, log on to www.insecc.org or contact your agency's coordinator.

Original artwork by Jerry Williams



Performance management

Year-end performance appraisal time is near

The time has come again to begin the process of reviewing each state employee's performance, resulting in year-end annual performance appraisal reports.

Some people ask: why bother with annual appraisals in years when there may be no funding available for performance-based pay raises? The reason is that while appraisals can be used to determine pay-for-performance, they serve other valuable functions in the overall cycle of managing individual performance to achieve organizational goals.

The annual appraisal wraps up the current year's performance cycle and sets the stage for further improvements during next year's performance management cycle.

The appraisal provides a concrete tool and timeframe to recognize results achieved and inspire high-performing employees to reach even higher. This tool also can address performance deficiencies

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



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Ag auditor's job takes her to new heights

Her mission is simple on this hot, humid day: climb a ladder up 50 feet or so and peer into the grain bin full of corn. Then she'll have to climb down without falling. Meanwhile storm clouds are threatening and the humidity is higher than the temperature. Down one bin ladder she goes and up another. It's all in a day's work for Aimee Fiesbeck, an auditor for the past five years with the Indiana Department of Agriculture (ISDA).

Fiesbeck works the southern part of the state for ISDA, sometimes traveling as far as Evansville

or Mt. Vernon for her work. On this warm August day Aimee is in St. Paul, southeast of Shelbyville off I-74. She'll visit Kolkmeier Brothers Feed & Grain in St. Paul this morning, before checking out Kolkmeier's other grain bins in Fairland.

Her job entails a few things, besides getting up and down the bins. She'll also spend considerable time in John Kolkmeier's office going over his records. Fiesbeck will check over the financial books at Kolkmeier's to ensure the farmers that sell the grain to him are getting paid.

"My numbers should match up to theirs," Fiesbeck said. "I'm verifying their numbers are accurate. I make sure they have enough grain to cover storage



Aimee Fiesbeck makes climbs like this all of the time in her job as an auditor with ISDA.

obligations and we check records to show they can pay producers."

Kolkmeier, who buys, sells and ships most of the grain to distilleries in Kentucky, adds, "If I say I have 80,000 bushels of corn here in my record, then I better be able show her I have 80,000 bushels."

But before all of the paperwork and reviews of records, Fiesbeck has to do some climbing. In

St. Paul and Fairland she'll have about

“ I'm not sure you can have a fear of heights to do this job.

- Aimee Fiesbeck

four ladder climbs each. That is unless she can peek in near ground level on a bin that's closer to empty than full.

Fiesbeck, a Purdue graduate, grew up on the family farm in Edinburgh and said she frequently visited grain elevators. So she was familiar with the process, but didn't make high climbs like these back then.

"I'm not sure you can have a fear of heights to do this job," Fiesbeck explained. "I had not climbed this high before. We had some smaller ones on our farm (in Edinburgh). But, I've never really had a fear. The first time I went up it was awesome. You could see for miles. I love that."

One climb in St. Paul is up a spiral staircase filled with dust and cobwebs, although Fiesbeck said she never sees any spiders in there. After five flights or so, she reaches the top and measures down into the bins. Then she crosses a small wooden bridge (with no rails) to another bin. Then back down the spiral stairs and off to another climb.

Some of the other facilities Fiesbeck inspects will have catwalks connecting the bins so she'll only have one climb to make to access all of the bins. The

key wherever she climbs is to use the four-point policy. Always have all hands and feet on separate rungs. The point being if one rung breaks, she would still have a hold on three others.

"It's a lot harder than most people think," Fiesbeck said. "It's not like climbing just an eight foot ladder.

"I get bruised up quite a bit. You hang on how you feel comfortable. I don't care much

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The view from the ground looks a tad daunting, that is if heights aren't your thing.

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Dirty Jobs

Ag auditor's job takes her to new heights

Fiesbeck spends a few minutes at the top of this grain bin to make sure the bin contains the amount of grain she was told it does.



about the bruises. Falling would hurt a lot more. “

And if that's not dangerous enough as she arrives in Fairland for her inspection, some thunder rolls in the distance.

“I'm not sure how climbing is going to go here,” Fiesbeck said.

It goes without incident. A few easy (45 feet or so) climbs in Fairland beat the quick rainstorm that hits. She'll then head back to St. Paul to get into the paperwork.

“It's a very complex business, especially with the ethanol companies,” she explains. “We audit ethanol plants, popcorn plants. Any

place that buys from a producer we audit.”

Fiesbeck will visit three to four places a week to ensure Indiana farmers are getting paid for what they produce. Some farmers unfamiliar with what she does give her a hard time, she says.

“I sometimes have to explain that I'm helping them out.”



Every step counts. Fiesbeck returns safely to the ground after her first climb of the day in St. Paul.

Training

Learn a new language

State employees have an opportunity to learn American Sign Language (ASL) for free. Basic and intermediate ASL courses are being offered this fall at the Indiana Government Center.

Each session will be held on Mondays, starting Sept. 13, with the final class session Nov. 8. There will not be class on Columbus Day, Oct. 11. The basic course will meet from 9 to 10:30 a.m. and the intermediate course will immediately follow at 10:30 a.m. until noon.

The basic course, “American Sign Language the Easy Way,” is designed to enable participants to become beginner signers. The course will enable participants with little or no knowledge of ASL to sign so they can function comfortably in a wide variety of situations in the deaf community. Deaf culture is taught through the program as well.

The intermediate course is designed to enable participants to apply some of the vocabulary and concepts learned in basic ASL to everyday situations. Others, who have some knowledge of ASL vocabulary and fingerspelling are also welcome. At the end of the course, participants should be able to communicate basic wants and needs in a variety of settings, such as the workplace or the community.

Any state employee who has previously taken basic ASL is invited. Participants should have a general knowledge of deaf culture, fingerspelling and basic vocabulary. Both courses are free to state employees. You can self-enroll in either of these courses via [PeopleSoft Learning Management](#).

After signing in with your PeopleSoft user ID and password, navigate to Self Service → Learning → Search Catalogue. Search on “Sign Language” and click the “Enroll” link for the appropriate course.

Direct any questions by e-mail to spdtraining@spd.in.gov.

Vision Awareness Week

State's vision expo set for September

Indiana State Library will host the 2010 Indiana Vision Expo on Saturday, Sept. 25. The Vision Expo connects people with vision loss, as well as their families, to new technologies and services. The 2010 expo, which caps Indiana Vision Awareness Week (Sept. 19-25), will include more products and service information and several new features designed to enhance the experience for attendees. Visit the expo's website at www.indianavisionexpo.org.

The purpose of Indiana Vision Awareness Week is to encourage everyone to understand the effects of vision loss to not only those citizens who are impaired, but to all Hoosiers as well. Hoosiers are encouraged to use this week to seek and learn information about the abilities of persons who are blind or visually impaired, and to increase their knowledge about the rights and laws that provide assistance in fully integrating them into all aspects of society.

Who gets diabetes?

Diabetes doesn't discriminate. Worldwide, there are approximately 150 million people living with diabetes including infants, the elderly, the poor, the wealthy, celebrities, athletes and politicians. Even some doctors who treat diabetes have diabetes.

Diabetes is not contagious. People cannot catch it from each other like a cold or the flu. However, certain factors can increase the risk of developing diabetes.

Type 1 diabetes occurs equally among males and females, but is more common in whites than in nonwhites. Data from the World Health Organization's Multinational Project for Childhood Diabetes indicate that Type 1 diabetes is rare in most African, American Indian and Asian populations. However, some northern European countries, including Finland and Sweden, have high rates of Type 1 diabetes. The reasons for these differences are unknown.

Type 2 diabetes is more common in older people, especially in people who are overweight, and occurs more often in these cultural groups:

- African Americans are 1.6 times as likely to have diabetes than white persons of the same age
- American Indians have one of the highest rates of diabetes in the world. On average, American Indians and Alaska Natives are 2.2 times as likely to have diabetes as white persons of similar age
- Hispanic Americans are 1.5 times as likely to have diabetes as non-Hispanic whites of similar age.
- Although prevalence data for diabetes among Asian Americans and Pacific Islanders are limited, some groups, such as Native Hawaiians and Japanese and Filipino residents of Hawaii aged 20 or older, are about twice as likely to have diabetes as white residents of Hawaii of similar age.

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

The already-high incidence of diabetes in the United States is likely to increase for several reasons. First, a large segment of the population is aging. Also, Hispanic Americans and other minority groups make up the fastest-growing segment of the U.S. population. Finally, Americans are increasingly overweight and sedentary. According to recent estimates, diabetes is predicted to affect 8.9 percent of the U.S. population by 2025.

Sources:

National Institutes of Health - health.nih.gov and National Institute of Diabetes and Digestive and Kidney Diseases - www.niddk.nih.gov



Homeland Security

Indiana models best mapping data in country

The Indiana Department of Homeland Security (IDHS) recently hosted the national Federal Emergency Management Agency (FEMA) HAZUS-MH Users Conference. Some 340 participants from across the U.S., Puerto Rico, India and Canada gathered to learn more about using disaster modeling software.

"Indiana has taken significant advantage of the HAZUS-MH tool. Eighty-nine of our 92 counties have used the software for multi-hazard mitigation in an effort to create settings, scenarios and plans to help predict potential threats to our citizens and livelihood," said IDHS Executive Director Joe Wainscott. "This system provides a set of tools and processes that bridge different county and local agencies and facilitate collaboration and sharing of data."

HAZUS-MH is a program created by FEMA that uses mapping data to predict potential damage from natural disasters including floods, earthquakes and hurricanes (in coastal areas).

The program produces maps, tables and reports to analyze impacts of hazards including physical infrastructure damage to essential facilities (hospitals, fire and police stations, emergency operation centers and schools). It also produces material on economic impacts such as cost to rebuild and loss of jobs, and social impact such as shelter requirements for displaced households.

"HAZUS was developed to give communities an idea of what resources they would likely need if a natural disaster occurred," said Jan Crider, IDHS state mitigation director. "It helps us prioritize and direct our mitigation activities." IDHS uses HAZUS-MH (Multi-Hazard) in developing state and county mitigation plans for earthquake and flood hazards.

State form used for FML revised and ready for use

The Family Medical Leave (FML) form you must submit as notice of the need for FML has been revised. The [new form](#) has two pages and includes more information about the application and approval process as well as obligations for notice, scheduling and use of other leave concurrently.



Reminder: Notice of the need for FML is required 30 days in advance or, if scheduled less than 30 days in advance, on the same day you learn of the need for FML or the next business day after you learn of the need for FML. Submitting the Request for FML form constitutes the required notice.

Using this form will make the process smoother and shorten response times because it includes the deadline for submitting the documentation to support the leave. Before a request can be evaluated, supporting documentation must be submitted within 15 calendar days of the first date of absence, if it is an emergency.

The request form clearly states: “Supporting documentation is required before request can be evaluated and must be submitted within 15 calendar days from the first date of absence (if emergency) or prior to start of the absence (if scheduled or known in advance) whichever occurs first. No other notice will be sent requesting the supporting documentation.” This means you will no longer receive a separate letter setting a 15-day deadline -- the request form itself is notice that you have 15 days to submit the supporting documentation.

This request form must be completed and submitted by the employees who need leave or by their supervisors. For

example, if an employee calls in from a hospital about emergency surgery or a car accident, it is the supervisor’s responsibility to complete and submit the form to HR. HR will then notify the employee

of deadlines and other requirements so the supporting documentation can be submitted for determination whether FML is appropriate.

Compliance with deadline to submit completed documentation is your responsibility, not the health care provider’s. Dropping off a blank Certification of Health Care Provider form at your doctor’s office and assuming s/he will send it to HR in a timely manner is not sufficient.

Certifications must be based on in-person visits to the health care provider that include examination, evaluation or treatment. A certification that does not include the date of a visit at the time the document was completed will not be sufficient to document a need for FML.

Instead, you should take the Certification form with you to the visit and it should be completed at that time or shortly thereafter. If completed during the visit, then you can immediately submit it yourself and eliminate the anxiety of wondering if the doctor will complete it on time.

If the doctor informs you that s/he cannot see you or complete the certification within that 15-day time frame, it is your responsibility to contact HR and request an extension of time. Extensions cannot be granted on deadlines that have already

passed, so you must follow-up with the doctor and, if necessary, request an extension before the 15 days pass. Your request will be denied if information is not received by the deadline, and any absences not covered by other appropriate leave may be designated as unauthorized and subject you to disciplinary action.

Have you ever just left for a week at the beach without knowing you had approval for vacation leave? Of course not, and FML works the same way. If you know there’s an upcoming need to be absent from work, you risk unauthorized leave and disciplinary action if you take off assuming FML will cover the absence before you actually request and receive approval.

Emergencies do happen, and FML can be approved for those emergencies, but forgetting to provide notice or neglecting to submit the supporting documentation does not change a foreseeable absence into an emergency.

All FML and disability plan related forms are available on the SPD webpage along with an online training course and additional information about FML at www.in.gov/spd/2397.htm.



The team “On A Boat” from the Indiana State Department of Health won the 2010 Paddle Battle on Aug. 20. First Lady Cheri Daniels presented the winners with the coveted oar. Pictured from left are Eldon Whetstone, Erin Kellam, Kim Crawford, Daniels and Luke Britt.

INShape

Go green, take the stairs

“Success is the sum of small efforts, repeated day in and day out.” – Robert Collier



Not all changes need to be large and expansive. In fact, investing in smaller changes more often will add up quickly and lead to greater change down the road.

Think about your work day. How often do you choose the elevator or escalator instead of the stairs? Stairs encourage movement and moving more throughout the day keeps you energized.

Compare stair-taking to elevator-riding and see what other ways you can benefit:

Stairs	Elevators
Burns calories: Walking up stairs 30 minutes a day burns an extra 300 calories.	Burns electricity: In a society going green, taking the stairs saves energy.
Time: Typically, those taking the stairs beat the elevator to the destination.	Time: Elevators usually have wait lines and repeated stops along the way.
Get moving: Taking the first step builds momentum needed to make additional changes.	Get moving: Don't know where to find the stairwells? Advocate for clearer signage.
Health: Physical activity improves mood and increases energy necessary to complete a full workday.	Health: Moving infrequently throughout the workday leads to inactivity at home.

Try incorporating this change into your daily routine. The difference you see and feel will spark other small changes that could lead to healthier, happier living.



Governor Daniels meets with members of the Young Hoosiers Conservation Corps (YHCC) at O'Bannon Woods State Park. The YHCC program provides opportunities for students to work with the Department of Natural Resources to revitalize historic buildings, create and rehabilitate trails and restore acres of natural habitat.

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Performance appraisal time is near

of those employees whose behaviors and/or performances are not making positive contributions toward achieving agency success.

PERFORMANCE CYCLE



It also provides an opportunity for employees to review their own work and submit a list of accomplishments to their supervisor for consideration during the review process. In addition to assessing their 2010 goals, employees should think about the goals and opportunities they want to pursue next year in personal and professional development and propose them to management.

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The effective management of performance at all levels of the organization is essential to accomplishing the goals and missions for which state government is responsible. Your individual participation in this process, as an employee and, if relevant as a supervisor, is invaluable to the success of Indiana state government.

State Personnel offers training to supervisors and managers both online through PeopleSoft® and in-person classes (see schedule on [SPD training calendar](#)). Detailed information, including the performance management policy and the BARS guide can be found at SPD's performance management web page at www.in.gov/spd/2394.htm.

Reds invite you to Great American Ball Park

You have two more chances in 2010 to enjoy the excitement of Reds baseball at a special discount!

Come join the Cincinnati Reds at Great American Ball Park and enjoy special discounts for the following weekend games:

- Sunday, Sept. 12 vs. Pirates 1:10 p.m.
- Saturday, Oct. 2 vs. Brewers 1:10 p.m.

All state employees can purchase tickets in select non-premium seating locations for half price. To purchase discounted tickets online, visit www.reds.com/stateofin. The password to order tickets is: **personnel**

Tickets must be purchased in advance of game date in order to receive this discount. Discount tickets will not be available at the box office on the day of the game.

Long-term employees honored for 35, 40, 45 and 50 years

The following employees were honored at the 2010 Governor's Long-Term Employee reception at the Indiana Statehouse on August 26. Long-term employees are considered to be those with at least 35 years of service to the State of Indiana. Since 2005, Governor Daniels has honored those with 35, 40, 45, 50, 55 and 60 years of government employment.

50 Years of Service

Indiana Department of Homeland Security: Robert O. Stanley. **Indiana Family & Social Services Administration:** Catherine Ann Yoder. **Indiana Department of Transportation:** Donald C. Abraham, Fabian San Miguel. **Integrated Public Safety Commission:** Leon Frederick Rauscher.

45 Years of Service

Indiana Department of Revenue: James L. Rickey. **INDOT:** John J. Hohman, Kenneth E. Jackson, Robert Kirchgessner, Donald E. Leonard and Jerry Lee Pullen. **Indiana Department of Workforce Development:** Sandra M. Lucas. **FSSA:** Barbara Jean Clay and Charles E. Wandrei.

40 Years of Service

Indiana Board of Animal Health: Steven A. Dalbey and Tom Burdette Parr. **Indiana Bureau of Motor Vehicles:** Karen L. Cothron. **Indiana Department of Child Services:** Nancy A. Falco, Judith A. Harper, Janney L. Lung and Diane L. Spencer. **Indiana Department of Correction:** Paul A. Beebe, Stephen R. Dudley and LaDonna Mitchell. **Indiana Department of Financial Institutions:** Randall L. Rowe. **Indiana Department of Homeland Security:** Gerald W. Kelley. **Indiana Department of Natural Resources:** Walter C. Zak. **Indiana Department of Revenue:** David E. Cook, Linda K. Dollens and Deborah Kay Harling. **INDOT:** Dennis K. Backherms, Stephen Beeler, Leroy B. Blystone, Robert F. Buskirk, James D. Couch, Jr., Wilford Dickerson, David Alan Fleetwood, Thomas L. Gentry, Maurice S. Green, Jr., David W. Hubert, Marvin L. Jenkins, Jerry E. Johnson, Frank L. Litherland, Ronnie Marshall, David M. Mitchell, Dennis S. Montgomery, Floyd W. Neeb, Ned A. Newhart, Steven W. Patrick, Jesse G. Peters, Daniel J. Pierle, Robert C. Rhoades, Gary T. Ross, Marc J. Smith, Elliott Sturgeon and Peter S. Yao. **DWD:** Donna J. Dyar. **FSSA:** Gerry A. Adams, Jacquiline Bailey, Patrick D. Calkins, Ronald J. Downing, Karen Ferguson, Pamela A. Grewe, Faye Elaine Harris, Bertha Mae Jones, Karen F. Kasper, William R. Kriebel, Carol S. Pasquale and Mary Ann Ruppert. **Indiana Office of Technology:** Jenny L. Yarian-Scalpellini. **Indiana State Board of Accounts:** Linda S. Williamson. **Indiana State Department of Health:** Sharon Diane Carnahan, Kenneth H. Hill, Jr., Michael Allen Horan, Mary Theresa Thurman and Caron M. Tomlinson. **Indiana State Personnel Department:** Cathy Bird. **Integrated Public Safety Commission:** Dennis A. Eaton. **State Student Assistance Commission of Indiana:** Ada M. Sparkman.


35 Years of Service

Adjutant General's Office: Cynthia F. Goodpaster, David R. Morton and Adrian K. Shepherd. **Indiana Alcohol & Tobacco Commission:** Kenneth A. Murphy and Alexander William Ray. **BMV:** Melinda S. Baughman, Dicie A. Hacker and Joyce K. Rickett. **Indiana BMV Commission:** Ronald Stanley Jones. **Indiana Criminal Justice Institute:** Sharon K. Langlotz. **Indiana Department of Administration:** Martin L. Hurford. **DCS:** Sandra Kay Anderson, Susan L. Blackburn, Constance L. Branch, Jeremy B. Coffman, Malia A. Edmonds, Joann Yvonne Frederick, Pamela K. Haley, Sharalie Harcourt, Loretta Harris, Glynn Houston Hipp, Robert George King, Charlene L. Leinenbach, Cheryl L. Lovvorn, Jeffrey L. Mathis, James Gregory Overmyer, Sue Ann Romans and Ruth Ann Szyarto. **DOC:** James Michael Bennett, Cynthia Sue Brinker, Ronald L. Coleman, Gregory S. Cress, Larry Gene Foster, Roger L. Goodin, Terence Ray Goodman, Thomas Daniel Hanlon, Thomas L. Jasinski, Steven H. Keever, Brenda M. Lawson, William D. Leach, Donna Mack, Danny R. McBride, Ricky Donald McClure, Samuel M. Parmley, Willard E. Plank, William T. Sargent, Michael T. Scott, Jacqueline Shrader, Harry J. Sykes, Wayne D. Wireman and Charles F. Woodruff. **Indiana Department of Environmental Management:** Linda S. Lynch, George Edward Oliver, Leland D. Parsons, John C. Prast, MaryAnn Stevens and Felicia Caroline Tiritilli. **Indiana Department of Financial Institutions:** Eric S. Neal and Mark B. Tarpey. **Indiana Department of Homeland Security:** Robert E. Lagrange, Stephen L. Schulz, James F. Skaggs and Dean F. Toor. **Indiana Department of Insurance:** Bill R. Newton. **Indiana Department of Labor:** Joseph E. Moorhouse. **Indiana Department of Local Government Finance:** Everett Dale Davis and John F. Toumey. **DNR:** Gary L. Armstrong, Jeffrey S. Atwood, Freddie Earl Bebout, Thomas Bickford, Dwight L. Brooks, James G. Burton, James P. Eagleman, Eugene Eaton, Timothy Eizinger, Lyle L. Enyeart, Jerry W. Heltsley, Gregg A. McCollam, Kathleen C. McLary, John E. Pankop, Jed Pearson, Marcia S. Petty, David J. Reese, Stephen R. Reinholt, Allen Royer, Charles A. Sanders, Michael L. Smith, William G. Snyder, Roger Stonebraker, Floyd K. Suitors, John Robert Sullivan, Edgardo Troche and Rex F. Watters. **DOR:** Catherine A. Crawley, Nicholas S. Fetchina, Robert T. Fischer, Charles H. Gordon, Michael S. Grider, Elaine M. Honan, Joanne Jones, Joseph Patrick Reidelbach, Steven A. Sheets, Michael J. Stewart and Charles B. Westrich. **INDOT:** Steven J. Adkins, David T. Barnes, Jr., William J. Barton, Mark A. Bonar, Thomas Bosaw, Miles V. Brown, Leroy A. Brammer, Douglas K. Carroll, Lewis A. Clay, Randall Gene Collins, Jr., Kenneth W. Cornelius, Ben C. Crone, Rex J. Cronk, Robert J. Dahman, Janice K. Daniels, Billie R. Durham, William E. Fielding, Dale E. Filler, Ray P. Fisher, Robert Garmong, Bryan S. Garner, Jeffery L. Goudy, Melvin Eugene Hall, Richard Hampton, Jack S. Harding, Michael Heidorn, Victoria J. Helms, Gerald E. Henrichs, Ronald L. Heustis, James P.

Hildebrand, Mark Hoffa, Harold D. Hullinger, William Harold Jarvis, Cordelia Ladonna Jones-Hill, Thomas Stephen Kerkes, William E. Kimmel, Connie I. Kleyn-Siebenthal, Lewis W. Kreger, James D. Markwell, James Matern, Jeffrey D. McFarland, Michael D. McGuire, John E. Meyers, Dwane E. Myers, Michael J. Nagel, Jr., Timothy Oakley, Mary C. Phillips, James F. Poggel, III, Timothy J. Preble, Michael D. Rayl, Roy Redman, Carolyn J. Richardson, David M. Rivers, Robert A. Ryan, Thomas Shackelford, George M. Snyder, Jean A. Stewart, Thomas L. Stingley, Roger H. Tepner, Randan L. Turchi, Anthony L. Uremovich, Larry R. Vaughan, Harold R. Vaught, George T. Wooten and John E. Wright. **DWD:** Marti Baker, James R. Barnabee, Norma J. Bowman, Michael J. Bradford, Barbara G. Branigan, James F. Coyle, Jr., Stephen J. Gault, William G. Gilson, Gregory A. Gushrowski, Lisa Joyce Huck, James P. Kastner, Ann Kellums, Joseph L. Laderson, James M. Martin, Gayle A. Painter, JoAnn L. Palmer, Richard D. Prough, Sandra L. Sewell, Darrell A. Smith and Vickie L. Stultz. **FSSA:** David W. Adams, Sr., Joseph R. Adams, Sherri L. Backemeyer, Robert L. Barnes, Francis A. Bennett, Linda S. Berkshire, James Francis Binz, Jr., Kevin D. Blevins, Judy Ann Boley, Valeria Ramona Bragg, Robert D. Briner, Katherine E. Brodfuehrer, Mary S. Brown, Janice G. Carter, Janet Sue Caudill, Dianne Clayborn, Patricia A. Cook, Rickey Lee Cottman, Janet S. Deahl, Stephanye L. Dear, William Lee Dils, Rosemary Disbro, Stephen W. Ellis, Korryn F. Fairman, Cynthia Gehlhausen, Joel I. Greenberg, Sylvan Haas, Karen L. Harding, Alfreda Mae Harrison, Douglas A. Hawkins, Lucinda Ann Hurst, Cindy Diane Jennings, Pamela Kindem, Frank E. Kueber, Roberta L. Luse, Patrik I. Madaras, Birdie A. McDowell, Stanley R. Milburn, Jerald L. Miller, Sharon R. Mitchell, Sandra W. Murphy, Peggy S. Owens, Vicki L. Owings, Dennis K. Perkins, Shryl E. Purcell, Judith M. Sides, Vicki Silver, Karen A. Snodgrass, Joyce Moore Spayd, Louise K. Taylor, Sanna K. Titus, Michael D. Trammel, Gregory W. Weaver, Rosemary E. Weber, Carol A. West, Karen M. Williams, Stanley Kent Wilson, James R. Yeager and Barbara Zimmerman. **IOT:** Timothy Sumner. **Indiana Protection & Advocacy Services:** Elizabeth Najjar. **Indiana Public Defenders Office:** John T. Ribble. **Indiana School for the Blind & Visually Impaired:** Sue A. Bradford, Rebecca J. Heck, Ann S. Hughes and William H. Neal. **Indiana School for the Deaf:** Pamela Gail Clauson, Martina E. Jernigan and Donnie J. Knight. **Indiana State Board of Accounts:** James A. DeWinter, Albert W. Marshall, Ronnie J. Radford, Gary W. Roberts, David L. Stainbrook and Daniel J. Waiz. **ISDH:** Alan M. Dunn, Dennis H. Ehlers, Donald Wesley Gandy, Raymond J. Guest and JoeAnn Gupton. **Indiana State Personnel Department:** Kathleen Locke. **Indiana State Police:** Charles R. Bliss, Blaine B. Butler, Michael A. Dirr, Edith M. Hendricks and Diane K. Tolliver. **Integrated Public Safety Commission:** Ronald D. Hudson.

Register with **anthem.com** for online access to your benefits.

Here are step-by-step registration instructions:

1. From any computer with Internet access, type **anthem.com** in the Web browser address field.
2. Click the "Register" button in the Log In area. 
3. Enter your personal information, including member identification number, first and last name, and date of birth (mm/dd/yyyy). For security purposes, you will also be asked to accept terms of use and then insert the secret code that is displayed. Click "Continue."
4. You will then create your username and password. Next, you will select a security question and provide the corresponding answer. You will be prompted to answer your security question if you forget your password. **Please keep this information in a secure place.** Insert your e-mail address to receive communications electronically from us. If you would like to receive additional e-mails regarding special offers and new product information, check the box. Click "Continue."
5. If you have prescription coverage with Anthem you can select the medications you are allergic to and the medical conditions you have. Include a daytime telephone number to be contacted if prescription questions come up. Click "Continue" and "Confirm."
6. Lastly, for security purposes, confirm your username and password, choose "Log In" to begin taking advantage of online access to your benefits.



**Having any problems with registration?
Call Customer Service at (866) 755-2680 for assistance.**



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