



Kentucky Personnel Cabinet

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- [Second Interim Reviews Due by End of August](#)
- [GSC Announces New Onboarding Initiative](#)
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- [Employees Participate in Bike to Work Day on May 15](#)
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- [Pro Active Life 5K Run/Walk Success Story](#)
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[Kentucky State Police Announce Top Trooper, CVE Officer And Other Awards](#)

[Woodcock and Godbold Named Tree Farm Inspectors of the Year](#)

[Probation & Parole Officer Shannon Blalock Featured in Corrections Today](#)

[Ogden Receives Support Staff Member of the Year Award](#)

Community Service

[Rebecca Noel: DJJ Employee Donates Kidney to Co-worker](#)

[Bone Marrow Donor Encourages Others to Get Tested. Save a Life](#)

[Monroe County DCBS Promotes Child Abuse Awareness Month](#)

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Events

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Money Matters

[Money Works Web Site Offers Principles and Tips to Develop Money-management Skills](#)

[Resources for Talking to Kids About Money](#)

[View a video on How to Retire When You Want to](#)

[Homeownership Resources](#)

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News You Can Use

[Governor Beshear Signs New Car Credit at Ford Assembly Plant](#)

[New Home Tax Credit Could Save Kentuckians Thousands](#)

[Kentucky's Booster Seat Law Now in Effect](#)

[Latest Scams Target Out-of-work Kentuckians](#)

[Kentucky State Parks Celebrate 85th Anniversary with Passport](#)

[Fitness Challenge Motivated an Entire Family!](#)

We want to share your story

If you know of co-workers or agency programs that have been formally recognized and you would like for them to be included in an issue of this newsletter, please send an article, photo, or web link to [Tina Goodmann](#). This newsletter will be published quarterly by the Personnel Cabinet for all state employees.

Previous Issues of the [Personnel Connection](#)

This eNewsletter is published by the [Commonwealth of Kentucky Personnel Cabinet](#), 501 High Street, Frankfort KY. For more information, comments or suggestions, please contact [Crystal Pryor](#) or [Tina Goodmann](#) or call the Personnel Cabinet at 502.564.7430.

Last Updated 8/5/2009

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State Job Opportunities



Interim Job Opportunities



Co-Op/ Intern Opportunities



Non-Merit Opportunities

See Also...

[Career Opportunities \(COS\) Applicant Tutorial](#) (swf - 8230 KB)

[Locate the Personnel Cabinet](#)

[Frequently Asked Questions](#)

[Recruitment through Advertising Guidelines](#)

[Staff Directory](#)

[Common Career Terms](#) (Pdf - 724K)

[Veteran's Employment Guide Brochure](#) (Pdf - 304KB)

[Employment Guide Brochure](#) (Pdf - 293KB)

[Special Co-op/Intern Opportunities Dept of Revenue](#) - View current posting

[Special Non-Merit Opportunities](#) - View current vacancies

[KET Non-Merit Opportunities](#) - View Current vacancies

[Overview of the Merit Employment System](#) - A how-to guide to applying for state government employment.

[Benefits Schedule](#) - Chart of Benefits for employees of Kentucky State Government.

[Salary Schedule](#) - A listing of salaries for all classified and unclassified jobs.

[Class Specification](#) - A listing of all job titles for the Commonwealth.

[Reversion/Reemployment/Reinstate](#) - Frequently Answered Questions

Contact Us

Personnel Cabinet
State Office Building, 1st Floor
501 High Street
Frankfort, Kentucky 40601

Merit Employment Questions?

For Applications or Register: (502) 564-8030

Applicant Services Office hours are 8 a.m. to 4:30 p.m., Monday through Friday.

Last Updated 12/16/2011

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- [Employee Training and Development](#)
- [Agency HR Staff/Consultant Listing](#) (Excel - 290 KB)
- [Forms Library](#)
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- [Class Specifications](#)
- [Organizational Structure State Government Executive Branch](#) (PDF - 59.6 KB)



[Personnel Cabinet Phone Listing by Department](#) (PDF - 213 KB)

Links to Other Sites of Interest

- [PDF Reader](#)
- [Kentucky Department for Libraries & Archives](#)
- [Kentucky Personnel Board](#)
- [Onboarding & Orientation](#)
- [State Employee Travel Information](#)
- [Kentucky State University](#)

Your Benefits

- [Kentucky Employees' Health Plan](#)
- [Group Life Insurance](#)
- [Voluntary Optional Insurances Available thru Payroll Deduction](#)
- [Employee Assistance Program](#)
- [Bereavement Package Information](#)
- [Apply for Family Medical Leave](#)



Your Money

- [Salary Chart](#)
- [Commonwealth Credit Union](#)
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- [Kentucky Employees Credit Union](#)
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- [First Check Loan Application Form \(New Employees Only\)](#) (PDF - 38 KB)
- [Retirement Calculator](#)
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- [Personnel Memos](#)
- [First Check Loan Application Form \(New Employees Only\)](#) (PDF - 38 KB)
- Records Request Forms
 - [Employee-Applicant Request for Inspection of Records](#)
KRS 18A.020 -Form to be used by Employee and/or Applicant.
 - [Request to Inspect or Copy Public Records](#) (MSWord - 46 KB)
KRS 61-878 - Form to be used for Open Records Request.
- [Submit an Employee Suggestion](#)
- [File a First Report of Injury](#)
- [Submit an Open Records Request](#) (PDF - 12 KB)
- [Apply for Family Medical Leave](#) (PDF - 61 KB)
- [Find Emergency Procedures for Employees by Building](#)
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Regulations and Handbooks

- [Statutes and Regulations](#)
- [State Holidays](#)
- [Employee Handbook](#)
- [Leave Accrual and Usage](#)
- [EEO Policy](#)
- [Executive Order 2008-473 Relating to Equal Employment Opportunities and Non-Discrimination in Employment in Kentucky State Government](#) (PDF - 77 KB)



Compensation

- [Salary Chart](#)
- [Governor's Wage Equity & Increments: July 1, 2007](#) (PDF - 868 KB)



Services

- [Kentucky Human Resource Information System \(KHRIS\)](#)
- [Employee Training and Development](#)
- [KCPM Program](#)
- [Employee Performance Evaluation System](#)
- [Kentucky Government Agency Strategic Plans and Progress Reports](#)
- [Workforce Planning](#)
- [eLearning](#)
- [Educational Assistance](#)
- [Kentucky Public Employees Deferred Compensation Authority](#) 



Staff Directories

- [Agency HR Staff/Consultant Listing](#) (Excel - 290K)

- Division of Employee Management Directory
- [State Employee Phone List](#)



Programs and Benefits

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- [Information for State Employees Called to Active Military Duty for Deployment](#)



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Human Resource Administrators

The Division of Employee Management provides the following information as a form of constant support and consistent guidance to agency HR Administrators. However, if you are unable to find what you seek, please do not hesitate to contact us through the KHRIS Service Center at PEERS.KHRIShelpdesk@ky.gov or by phone at (502) 564-HELP, Monday through Friday between the hours of 8:00am and 4:30pm.

You may also offer web suggestions by emailing [Stephanie Carpenter](mailto:Stephanie.Carpenter).

Related Content

- [Agency HR Staff/Consultant Listing](#) (Excel - 290 KB)
- [Department of Employee Insurance \(DEI\)](#)
- [Employee Handbook](#)
- [Forms Library](#)
- [Internal Revenue Service \(IRS\)](#)
- [Kentucky Employee Labor Law Bulletin Posters](#) (PDF - 46 KB)
- [KHRIS Knowledge Center](#) (For Human Resource Personnel)
- [KY Retirement Systems](#)
- [KY Social Security Online](#)
- [KY Teachers Retirement System](#)
- ["Personnel Issues & You" Newsletter](#)
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- [Statutes and Regulations](#)

[KHRIS Calendars](#)

[KHRIS Reports Available to HRGs](#)

[Personnel Cabinet - Systems Security Procedure and Form](#)

Classification and Compensation	Org Management
(502) 564-5300	(502) 564-6464
<ul style="list-style-type: none"> • Job/Class Specs • Non-Merit Information • Salary Schedules • FAQs <p style="text-align: right;">more...</p>	<ul style="list-style-type: none"> • Enterprise Structure (Word - 200 KB) • Org Charts • FAQs • Helpful Information for Establishing Positions <p style="text-align: right;">more...</p>
Time/Payroll	Personnel Administration
(502) 564-6883	(502) 564-6873
<ul style="list-style-type: none"> • Benefits Schedule • Request to Distribute Information via Payroll form (Word - 84 KB) • KECC • Off-Cycle Request Form (Word - 89 KB) <ul style="list-style-type: none"> ◦ KHRIS SAS Payment Agreement (PDF - 13 KB) • Payroll Deduction Program (Optional Insurance/Employee Organizations) • Timesheet Template -beginning 2012 (Excel - 1496 KB) • FAQs <p style="text-align: right;">more...</p>	<ul style="list-style-type: none"> • Agency Furlough Information • Documents/Workflow Required by Each Action Type/Reason (Word - 296 KB) • Infotype Location Listing (Excel - 49 KB) • Employee Regulations • Performance Management (Employee Performance Evaluation System) • Transferring Months of Service (Word - 89 KB) • FAQs <p style="text-align: right;">more...</p>

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What Do the Upcoming Retirements Mean to You? - [Find out how Personnel can help](#) (PDF - 40 KB)

[Kentucky Retirement Systems](#) 

[Kentucky Teacher's Retirement System](#) 

Judicial/Legislators Retirement Plans
(502) 564-5310

[Retirement Calculator](#) 

[Retirement Sick Leave Conversion Chart](#)

[Kentucky Public Employees' Deferred Compensation Authority](#)

[Health Insurance](#)

[Social Security Benefits Calculator](#) 



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Governor's Employee Advisory Council (GEAC)

[10-22-09: Update on Union Steward/Management Relationship - Archived Video](#)

Negotiation Session Dates

None at this time.

Resources

- [Building Access Policy](#) (PDF - 447 KB)
- [Executive Order 2008-471 establishing the GEAC](#) (PDF - 1559 KB)
- [GEAC Overview Presentation](#) (PDF - 170 KB)
- [Steward Leave Request Form](#) (PDF - 21 KB)
- [Letter to State Employees](#) (PDF - 24 KB)
- [Memo - Union Steward Leave](#) (PDF - 42 KB)
- [Tips for State Supervisors on the GEAC](#) (PDF - 10 KB)
- [Union Steward and Management Rights, Roles & Responsibilities](#) (PDF - 23 KB)
- [Classifications by GEAC Unit & Union](#) (PDF - 85 KB)
- Archived Video from Live Interactive Video Conference
 - [10-22-09: Update on Union Steward/Management Relationship](#)

Personnel Cabinet Contact Information

- GEAC by email at GEAC.Hotline@ky.gov
- Charles Wells, Personnel Cabinet,
Phone: 502-564-6061
Email: Charles.Wells@ky.gov

Q&A

- [Questions and Answers for Employees](#) (PDF - 15 KB)
- [Questions and Answers for Supervisors](#) (PDF - 15 KB)
- [Questions and Answers on Steward Representation](#) (PDF - 47 KB)

Union Contact Information

American Federation of County State & Municipal Employees Union (AFSCME) Council 62

4315 Preston Highway #101

Louisville, KY 40213

502-363-4074

Fax: 502-366-5936

Email: info@afscmecn62.org

<http://www.afscmecn62.org/>

Represents: Corrections, Parole, and other Law Enforcement Employees,



Related Resources

[PDF Reader](#)

Steward Lists

[AFSCME Steward List](#) (PDF - 58 KB)

[Teamsters Steward List](#) (PDF - 6 KB)

[JAW Stewards List](#) (PDF - 15 KB)

Agreements

[Master Agreement](#)

(PDF - 40 KB)

[GEAC Unit C Agreement - \(Labor and Trades\)](#) (PDF - 204 KB)

[GEAC Unit D Agreement \(Employment and Social Services Employees\)](#) (PDF - 394 KB)

[GEAC Unit G Agreement](#)

[\(Corrections and other Law Enforcement Employees\)](#)

(PDF - 332 KB)

GEAC Image



Kentucky State Police Professional Association (KSSPA)

633 Chamberlin Avenue

Frankfort, KY 40601

Tel: 502-875-1625

<http://www.ksppa.com/portal/> 

Represents: Kentucky State Police Officers

GEAC Image



Service Employees International Union (SEIU)

6801 Dixie HWY Suite 222

Louisville, KY 40258

502-937-4155

800-789-7251

<http://www.seiu.org/> 

Represents: Health Services Employees

International Brotherhood of Teamsters (IBT)



7711 Beulah Church Road

Louisville, KY 40228

502-231-9596

<http://www.teamster.org/> 

Represents: Labor and Trades Employees



United Auto Workers Int'l Union (UAW)

8000 East Jefferson

Detroit, MI 48214

313-926-5581

<http://www.uaw.org/> 

Represents: Clerical, Semi-Technical and Para-Professional Employees

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LivingWell

LivingWell
State Office Building,
2nd Flr.
501 High Street
Frankfort, KY 40601
FAX 502-564-5278

Wellness Hotline

1-877-534-7935



Start Here

Be Well at Work

Learn to Live Well

HumanaVitalitySM

Wellness Coalition

Success Stories

Wellness Coaching

Facts and Statistics

Healthier Generation

Smoking Cessation

The IRS considers any monetary incentive or gift card given to an employee as cash equivalents as something that should be included in the employee's taxable income; therefore it is KEHP's understanding that there may be an issue concerning the taxability of wellness prizes and awards. KEHP does not offer accounting, tax or legal advice. It is recommended that recipients of wellness prizes and awards contact their own tax professionals for advice on this issue."

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Welcome

User ID *

Password *

Logon Problems? [New User/Reset Password](#)



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Kentucky Unbridled Spirit

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What is "Kentucky Unbridled Spirit?"

It is the brand for the Commonwealth of Kentucky. According to the American Marketing Association, a brand is "a name, term, sign, symbol or design, or a combination of them intended to identify the goods and services of one seller or group of sellers and to differentiate them from those of the competition." That line is most important. A brand is an identity given to a product to make that product more desirable to the consumer. And in our case, the "product" is the Commonwealth of Kentucky.

Why is branding important?

According to a Tufts University research project, "A brand's purpose is twofold: One – it serves as a major tool to create product differentiation: and Two – it represents a promise of value. From a consumer's viewpoint, a brand is – above all – a shortcut to a purchasing decision."

Research has recently shown that in less than two years, The "Kentucky Unbridled Spirit" brand is having a positive impact upon consumers' perception of the state and their intent to visit the state. Twenty-three percent of the respondents said the brand gave them a more favorable perception of the state, up 7.3% from the first year of branding. Also, 48% said they were more likely to visit Kentucky, an increase of 8.6% over year one.

The most important fact learned in the study is that more people now say they want to visit the state. This will lead to more visitors and more tourism spending-and that will add to Kentucky's General Fund. This means the brand is doing what it is supposed to do-helping differentiate Kentucky from surrounding states and encouraging more visits.

What does "Kentucky Unbridled Spirit" mean?

Here is the definition:

"Kentucky is a place where spirits are free to soar and big dreams can be fulfilled. We relish competition and cherish our champions for their willingness to push beyond conventional boundaries to reach new heights of success."

How was "Kentucky Unbridled Spirit" chosen?

It was chosen through a popular vote. In the fall of 2004, the citizens of Kentucky got to vote their preference from among four choices. "Kentucky Unbridled Spirit" was the overwhelming choice. More than 55,000 people voted for it during the brand voting, and through each round, it was the runaway winner. Since then, the positive response to the new brand has been phenomenal.

How is "Kentucky Unbridled Spirit" being used?

The brand is being incorporated into everything the state creates – from license plates, state Web sites and advertising to state signage, brochures, stationery, and other materials. As advertising messages are developed, "Unbridled Spirit" is the underlying theme. If we're using photography, the images used graphically portray "Kentucky Unbridled Spirit." In short, everything we do acts to reinforce the look and meaning of our brand. It provides a consistency and an

Download Unbridled Spirit Graphics



Before using or placing any version of the Unbridled Spirit logo, review the [Kentucky Unbridled Spirit Graphic Standards Manual](#) (2.5M PDF)

NOTE: These images have been trademarked and cannot be placed on merchandise intended for resale without the expressed written consent of the Kentucky Department of Tourism.

For further information please email kusgraphics@ky.gov with your request.

JPEG or JPG Format

- ▶  [Brand_1color.jpg](#) 659k
- ▶  [Brand_4color.jpg](#) 644k
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EPS Format

- ▶  [Brand_reverse-white.eps](#) 515k
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- ▶  [Symbol_graphic.eps](#) 474k
- ▶ [Download them all in a ZIP](#) (665k)

AI Format

- ▶  [Brand_1color.ai](#) 1,166k
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expectation of quality to have all state information having a common appearance.

In addition, hundreds of Kentucky cities, counties, tourism and economic development organizations also have adopted the brand on their materials. That includes road signs, stationery, web sites – even posters on their walls.

Why is it important to put it on cards, Web sites, pins, etc.?

The advertising term is called “impressions.” The number of impressions is important. The more people see it, the more accepting they become of it. If we show Unbridled Spirit in as many places as possible, and talk about it, it will become ingrained in our everyday lives and will start to redefine us in a positive way. Internally, it fosters pride among our people.

Many Kentucky businesses also are including “Kentucky Unbridled Spirit” in or on their materials. For example, Marathon Petroleum painted the brand on its five million-gallon storage tank in Catlettsburg, making it the first image travelers see as they enter Kentucky from West Virginia. Lambert Farm near Owensboro created a corn maze using the “Kentucky Unbridled Spirit” brand. Many companies, including Toyota, include the brand in their advertising efforts. Kentucky soldiers in Kuwait painted the brand on a large concrete barrier, and Kentuckians sign the barrier as they pass through the country. It reminds them of home.

I see shirts and other merchandise carrying the “Kentucky Unbridled Spirit” brand. Is the state making money off the brand?

Absolutely. Through the third quarter of 2007, more than \$600,000 in branded merchandise has been sold, either online or in any of dozens of retail outlets throughout Kentucky.

Why is Kentucky branding itself? What is the goal?

We want to boost Kentucky’s image, make it consistent through all the ways we reach people, and help Kentucky stand out from the crowd. We want visitors, business people, clients of our services and residents alike to get a clear, memorable and positive impression of Kentucky from their first contact. Over the years, official efforts to give Kentucky an identity have often overlapped. You’re probably familiar with “Education Pays”, “Think Kentucky”, “It’s That Friendly” or “Open For Business.” There’s nothing inherently wrong with those phrases, but such competing messages can confuse people or cancel each other out. Each cabinet or department in state government has historically tended to “do its own thing” in regard to marketing, advertising and other communication efforts, reducing efficiency. We have worked to eliminate competing messages wherever possible, not only saving time and money, but also delivering a unifying, concise theme that puts the best face on the Kentucky we all love. Our guiding principle throughout this process has been “Once state, one vision, one brand.”

Why do we care what people think about Kentucky?

If we can get more people to visit or live here, they bring new money into the state. That money circulates through the Kentucky economy, creating jobs and adding to the tax rolls. That means more money is available for things like educating our children, providing better health care for our people and building better roads. It also keeps our tax rates low.

Is Kentucky’s branding effort unique?

Yes. In fact, Kentucky is the first state in the nation to completely brand itself. However, providers of goods and services, as well as politicians and others, have been branding or marketing themselves since the dawn of time. And most have found that a consistent, recognizable brand – i.e., a logo, a slogan, a particular way of doing things – has helped them build a loyal constituency.

In a lengthy piece by advertising writer Stuart Elliott in June of 2003, the New York Times named only two states – Kentucky and Oregon – as developing multi-purpose brands. The Voice of America, a worldwide radio news service, made a similar observation in a piece it broadcast that November. (See <http://www.voanews.com/english/AmericanLife/2004-11-17-voa60.cfm>) And as the VOA reporter correctly noted, we don’t claim that a new brand alone will inspire people to move to Kentucky or do business with us. Branding is part of a long-term process to enhance Kentucky’s image, to show the rest of the world what we’re made of. We think our unbridled spirit is rather contagious.

Since Kentucky’s branding effort has been under way, several other cities and state have adopted branding strategies. Many have contacted Kentucky to see, “How we did it.”

Are we spending a lot of money for branding?

The Kentucky branding effort itself cost approximately \$650,000. And the state paid for this through consolidating advertising/marketing contracts and eliminating advertising commissions. In fact, the state actually saved several million dollars in the process. Here’s a comparison with other branding efforts:

Louisville is spending \$2.5 million to develop and market a new brand.

Kansas is spending \$1.7 to brand just its Commerce Department to attract new business. We’re branding the entire state.

New Mexico has allocated \$3 million in one year to create a single brand for the state as a place to live, vacation or do business. “Other agencies could get involved and allocate additional money in subsequent years...”

Several years ago, the University of Louisville spent \$560,000 to re-brand the university with the slogan “Dare to be Great.” Afterwards, a spokesman said student quality improved, fund raising increased, and the university actually saved money by eliminating mixed messages and streamlining production through consistency.

In 2003, UPS spent \$1 million to change its brand mark, then another \$20 million to communicate that change. UPS called the spending "an investment."

Gish, Sherwood and Associates, a \$100 million advertising and public relations agency, describes Kentucky's efforts as "extensive," considering the cost. He says his branding campaigns for clients often run in excess of a million dollars.

How do you know that "Kentucky Unbridled Spirit" is actually working?

Through research. Three years after the branding process started, research conducted by Jerry Henry and Associates showed the following: Kentuckians' awareness of "Kentucky Unbridled Spirit" is soaring. In Kentucky, 88.9% correctly identified the state brand in 2007.

"Kentucky Unbridled Spirit's" brand awareness and appeal is strong throughout the region. Awareness of "Kentucky Unbridled Spirit" brand averaged 64% among customers across the 10 state tested and averaged higher than every other state brand tested in the study.

Kentucky's branding campaign has also improved most people's perception of Kentucky. Descriptions of Kentucky are nearly universally positive and largely include words such as "pretty country," "beautiful," "good/ great place to live or visit," "horses," and "lots of things to do or see."

Perhaps more important, however, is the fact that the overwhelming majority of both residents and non-residents indicated they believe Kentucky is a "better place to visit" (90%), "more friendly" (81%), and "more modern" (81%) than it was just several years ago. In other words, Our image has improved.

To reiterate, more people now say they want to visit the state. This mean more visitors and more tourism spending – and that will add to Kentucky's General Fund. This also means the brand is doing what it is supposed to do – helping differentiate Kentucky from surrounding states and encouraging more visits.

If I want to put "Kentucky Unbridled Spirit" on my advertising, web site or materials, whom do I contact?

Contact the Kentucky Department of Tourism, 502.564.4930, or by e-mail: tourism@ky.gov.

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"Serving the People Who Serve the People"

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[Mission Statement](#) - The Personnel Cabinet's mission, vision and values.

[How Will We...](#) - The Big Questions the Personnel Cabinet uses to guide its progress.

[Duties and Responsibilities](#) - A look at the Personnel Cabinet's structure and the duties and responsibilities within those areas.

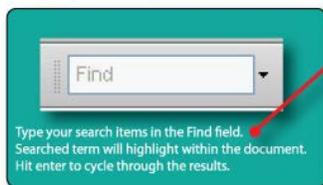
[Meet the Team](#) - Executive Staff Biographies.

[Annual Reports](#) - 1983 to present.

[Personnel Cabinet Phone Listing by Department](#) (PDF - 104 KB) This searchable PDF provides address, phone, fax and email information for all Personnel Cabinet employees and departments.



Directions to the Cabinet



Contact Us

Personnel Cabinet
State Office Building
501 High Street
Frankfort, Kentucky 40601

Merit Employment Questions?
For Applications or Register
Call: (502) 564-8030

Health Insurance Questions?
Call: 1-888-581-8834

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Office of Administrative Services

The Office of Administrative Services is responsible for overseeing internal operations of the Cabinet including cabinet budgeting, accounting, purchasing, property management, payroll administration and personnel management.

Budget Management

- Prepare Cabinet budget request.
- Prepare management budget reports.
- Advise Cabinet management on budgetary matters.
- Coordinate budget activity with the Office of the State Budget Director.

Purchasing and Accounting

- Review, approve, and execute agency purchasing.
- Interpret statutes and regulations.
- Manage Cabinet accounts and properly account for expenditures and revenues.
- Undertake year-end closing for audits and financial reporting.
- Coordinate accounting and purchasing with Finance and Administration Cabinet.

Property and Security

- Manage agency leases—buildings, copiers, etc.
- Manage building issues.
- Manage moves.
- Coordinate property inventory and insurance.
- Manage keys, parking, proximity cards, and eMARS financial system security.
- Coordinate activity with the Department for Facilities Management.

HR Administration

- Manage Cabinet payroll.
- Manage Cabinet HR.
- Coordinate Cabinet employee benefits.
- Conduct employee orientation.
- Coordinate security access to HR Systems.

Audits

- Works with external auditors.
- Conducts internal audits.
- Reviews security plans on new systems.
- Works with other departments on program and finance audit issues including system and software security.

Contact

Joyce Wilcher
502-564-7430

Last Updated 8/5/2011

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The Personnel Cabinet's Center for Strategic Innovation (CSI) is the foundation for communication delivery both inside and outside the Personnel Cabinet. CSI will identify stakeholders and the respective approaches that will be utilized in the strategic delivery of information to garner support, buy-in, and acceptance for CSI-related initiatives.

Communications will be developed with an emphasis on collaboration with feedback from Executives and employees, as appropriate.

CSI is charged with the task of facilitating improved performance and customer satisfaction through various methodologies which incorporate best practices that tie back to the Cabinet's Mission, Vision, and Values.

The Personnel Cabinet's goal is to continuously identify opportunities for improvement, implement innovative ideas and track the Cabinet's progress.

CSI is the Cabinet's core for innovation pertaining to work-life effectiveness, customer service experience, organizational effectiveness, web development, media solutions; research into best practices, graphics and concept design.

Efforts will be made to obtain feedback and foster an open dialogue with two-way communication with stakeholders.

CSI's Mission Statement

"Through research into best practices and benchmarking both public and private sectors, the Center for Strategic Innovation provides guidance in implementing innovative ideas and tools to help our clients create effective, efficient workplaces powered by an engaged, motivated workforce."

CSI's Vision

CSI shares the same Vision as the Personnel Cabinet...

To be regarded by our employees and stakeholders as a trusted and valuable resource for innovative accessible and responsive human resource services.

CSI Values

Creativity & Innovation

We strive to be:

- Proactive
- Ambitious
- Persistent
- Progressive
- Innovative
- Creative
- Resourceful

Collaboration

We find it effective to:

- Communicate
- Work as a team
- Collaborate

Each Other

We draw on one another's strengths:

- Awareness
- Compassion
- Courage
- Engagement
- Patience
- Kindness
- Value
- Respect
- Take Risks
- We are all human

Fun

We interject everything we do with:

- Positive Attitude
- Passion
- Levity
- Enthusiasm
- Fun

Authenticity & Integrity

We work with:

Consultative Services...

- Human Resources
- Administration
- Customer Service
- Facilitation
- Leadership
- Managerial Skills
- Strategic Planning
- Organizational Development
- Research
- Best Practices
- Team Building
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- Project Management
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- Marketing
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- Technical Writing
- Editing
- Website Design
- Videography

Photography

- Policy Advisor
- Legislative Advisor
- Reporting
- Event Planning
- Technology

Authenticity

Truth

Honesty

Integrity

Confidentiality

Tolerance

Purpose

Quality

With each project our goal is to maintain:

Organization

Objectivity

Self

Accountability

Professionalism

Quality

Attention to detail

Punctuality

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Kentucky Public Employees' Deferred Compensation Authority



Visit our Interactive Web Site at www.kentuckydcp.com

Did you know there was an interactive web site devoted solely to the Kentucky Public Employees' Deferred Compensation Authority (Authority) available to you?

This web site, www.kentuckydcp.com, has detailed information on both the 457 and 401(k) voluntary supplemental tax-sheltered retirement plans available to all employees of Kentucky state government, local governments, as well as public schools and universities. New employees are immediately eligible to participate.

The site also features:

- Authority/Deferred Compensation News;
- Market Information;
- Fund Performance;
- Plan Forms;
- Investment Education;
- Financial Planning Tools; and
- Enrollment Information

Documents of Interest

[04-22-2008 - Governor Signs KY Deferred Compensation Investment Advice Bill](#) (PDF - 50 KB)

[Program Summary](#)

[Spectrum of Investment Options](#)

[Plan Highlights](#)

Contact Us

Kentucky Public Employees' Deferred Compensation Authority
101 Sea Hero Road, Suite 110
Frankfort, Kentucky 40601-8862
Phone: 1-800-542-2667 (inside Frankfort, 573-7925)
Fax: 1-502-573-4494
E-mail: ClaudiaJ.morton@ky.gov

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Office of Diversity & Equality

The Office of Diversity & Equality (ODE) is responsible for the development and implementation of policies, procedures and programs to promote and monitor progressive statewide workforce management in the areas of equal employment opportunity, affirmative action, retention, inclusion and diversity.



In accordance with our commitment to voluntary and proactive compliance with state and federal equal employment opportunity laws, this office provides consultative guidance to state agencies on the investigation of discrimination complaints, and oversees agency responsiveness by the timely monitoring, tracking, and review of discrimination complaints.

The ODE staff provides technical assistance, training, and resources on minority recruitment, affirmative action planning, equal opportunity compliance and workforce diversity to the Personnel Cabinet and other state agencies. ODE also develops and coordinates the Annual Governor's EEO Conference, which is the primary continuing education and training event for EEO coordinators and counselors, investigators, human resource administrators, supervisors and managers.

Additionally, the Office of Diversity & Equality oversees the development and implementation of workforce diversity initiatives to increase awareness, recruitment and retention efforts. Current initiatives include heritage month recognition programs, cultural competency training and the Governor's Diversity Day.

Arthur Lucas
Executive Director

Singer Buchanan
State EEO Coordinator

Office of Diversity & Equality
Personnel Cabinet
501 High Street, 1st Floor

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October 18, 2011
Kentucky International Convention Center

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[Kentucky Heritage Council](#)

[Kentucky Commission on Human Rights](#)

[Equal Employment Opportunity Commission](#)

Frankfort, KY 40601
(502) 564-8000
(502) 564-0182 - Fax

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Kentucky Employees' Health Plan (KEHP) is a self-funded program providing health insurance benefits to the employees and retirees of the Commonwealth of Kentucky, local school boards, some cities and county governmental agencies. Kentucky Employees' Health Plan currently offers coverage to approximately 285,000 employees, retirees and their dependents.

KEHP partners with Humana, Inc. as our Third Party Administrator (TPA) and Express Scripts, Inc. as our Pharmacy Benefit Manager (PBM). Humana administers all medical claims such as physician, hospital, durable medical equipment, etc. Express Scripts administers our prescription drug benefits. While Humana and Express Scripts are two separate companies, they work together with KEHP to provide benefits to employees and retirees.

Contact Us

For information regarding Kentucky Employees' Health Plan contact:

Member Services Branch
(888) 581-8834
(502) 564-6534
(502) 564-1085 (Fax)

Flexible Spending Account
(502) 564-0350
(502) 564-0351
(502) 564-0364 (Fax)

Kentucky Employees' Health Plan
Kentucky State Office Building
501 High Street, 2nd Floor
Frankfort KY 40601

E-mail: [Kentucky Employees' Health Plan](mailto:Kentucky_Employees'_Health_Plan)

Do you have any suggestions on how the Commonwealth of Kentucky can save?

Please click [Save Money](#) to submit your suggestions.

Also see...

[Express Scripts Vaccine Network Pharmacy List](#)(PDF-254KB)

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Office of Employee Relations

The Office of Employee Relations provides benefits and assistance to public employees and citizens of the Commonwealth.

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Group Life Insurance Administration

Kentucky Employee Assistance Program

Kentucky Employee Mediation Program

Kentucky Employee Suggestion System

Kentucky Safety Program

Return to Work Program

Workers Compensation Program

Employee Recognition Branch

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KEMP	Employee Health & Safety	KEAP
Employee Recognition	Kentucky Group Life Insurance	Programs
		<div style="border: 1px solid #e91e63; padding: 5px;"> <p>Family & Medical Leave Act Sick & Annual Leave Sharing Adoption Benefit Program Americans with Disabilities Act Employee Engagement</p> </div>

Office of Employee Relations

The Office of Employee Relations provides programs and services to state employees and to many employees of other governmental entities such as local school districts, universities, and other local governments. The following branches and programs are housed in the Office of Employee Relations:

- Administration of the [Annual Leave](#) and [Sick Leave Sharing](#) programs, [Adoption Benefit Program](#), and [Family Medical Leave](#);
- [Employee Engagement and Volunteerism](#);
- Employee Recognition Branch consisting of the [KY Employee Suggestion](#)

[System \(KESS\)](#), [Governor's Ambassador Awards](#), and employee recognition and career certificates;

- [Group Life Insurance Branch](#);
 - [KY Employee Assistance Program](#) (KEAP);
 - [KY Safety Program](#) and Executive Safety Advisory Committee (ESAC);
 - [Return-to-Work Branch](#);
 - Workplace Relations Branch consisting of [KY Employee Mediation Program \(KEMP\)](#) and [Workplace Resolutions Group](#);
 - [Workers' Compensation Branch](#) for state employees.
-

Last Updated 8/19/2011

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Kentucky Personnel Cabinet

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Welcome to Governmental Services Center

Thank you for choosing GSC! While here at our web site, we hope you take advantage of some of the resources we have for you.

To the left, you'll find links to the major program areas we are charged with overseeing.

Above you'll find quick links to the Personnel Cabinet, our course catalog, our workshop calendar, directions to our office, and The GSC Advantage monthly newsletter.

To the right you'll find what's new at GSC.

Thanks for your time and we look forward to serving you!

[GSC Consulting Service Request Form](#)

Serving the People Who Serve the People



400 E. Main St
ASB, 4th Floor
Frankfort, KY 40601
502-564-8170

Announcements

CMF Participants:

Managing Employee Performance workshop takes the place of Performance Management workshop. Please see the GSC Calendar for available dates.

Inclement Weather Policy

GSC classes will routinely be held as normal. Participants should use their discretion in attending. If a participant chooses not to attend due to inclement weather, GSC will make every effort to assist in enrolling you in another workshop. Participants may reschedule by contacting their liaison, however, enrollment will be based on availability. If you have any questions, please contact GSC.

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Office of Legal Services (OLS)

The primary mission of the Office of Legal Services is to provide legal counsel to the Personnel Cabinet. OLS also provides legal services and guidance to the executive branch agencies and their representatives.

Open Records Requests

- [Submit an Open Records Request](#) (PDF - 15 KB)

Statutes and Regulations

- [Statutes and Regulations](#)

Guidance

- Provides legal advice and guidance on the policies and procedures relating to employee benefits, health benefits and flexible benefits.
- Provides legal counsel on employment issues to all executive branch agencies.
- Provides employment law training within the Cabinet and other executive branch agencies.
- Provides legal advice and guidance during implementation of the KHRIS project and Career Opportunities System.

Consultation

- Reviews and approves all settlement agreements for the Personnel Board.
- Reviews for legal sufficiency and approves all requests for special investigative leave and temporary reassignments.
- Reviews and approves all employment issues and potential disciplinary action within the Personnel Cabinet.

Litigation

- Represents the Personnel Cabinet in administrative hearings and litigation pending in state and federal courts.
- Acts as an expert witness in legal proceedings involving the merit system and KRS 18A.

Contact

Sue Britton, 502-564-7430

Last Updated 7/7/2011

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Department of Human Resources Administration

Division of Employee Management

The Division of Employee Management is responsible for administration of the Commonwealth's personnel, classification, compensation and payroll systems.

- Payroll Branch
- Personnel Administration Branch
- Classification & Compensation Branch
- Organizational Management Branch

Division of Career Opportunities

The Division of Career Opportunities is responsible for delivering applicant and agency recruitment services in a fair and equitable manner.

- Applicant Services Branch
- Human Resources Certification Branch
- Register Branch
- Recruitment Branch

Division of Technology Services

The Division of Technology Services is responsible for the design, development and implementation of Cabinet information technology projects which impact internal and external human resource administration initiatives.

- Application Development Branch
- Client Services Branch
- Network Support Branch
- System Analysis Branch

Last Updated 7/7/2011

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Office of the Secretary

Message from Cabinet Secretary Tim Longmeyer

I am proud to serve the Commonwealth of Kentucky in the role of Personnel Cabinet Secretary. At the Personnel Cabinet we are committed to finding new and innovative ways to develop and grow our customers, state employees. We value adherence to the highest standards of conduct and embrace equal access to the Commonwealth's employment opportunities and other human resource services. We aim to create a positive and supportive work environment, which focuses on overall employee wellness.

Take a few moments to explore our website where you can learn more about how we are adhering to our statutory duties, while introducing innovative ideas into our human resource services. We also value feedback, if you have a question or suggestion for the Personnel Cabinet, visit <http://personnel.ky.gov/feedbackform.htm>.



Sincerely,

Tim Longmeyer

Contact

Joyce Wilcher
502-564-7430

Last Updated 7/7/2011

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Governor's Ambassador Award Recipients Named

Awards Presented in Six Categories



Personnel Cabinet Secretary Tim Longmeyer, Sharon White and First Lady Jane Beshear at the 2011 Governor's Ambassador Awards Ceremony on Oct. 6.

Sharon White received the Leadership Award for her advocacy on behalf of black deaf students who graduated from the Kentucky School for the Deaf between 1930 and 1955 and were denied diplomas because of their race. As a result, 75 individuals were identified to receive diplomas at a special ceremony. [Read about the other GAA recipients.](#)

Featured Stories

Parks' Sign Shop Showcases Their [Parks' Sign Shop Showcases Its Talent](#)

Talent

Kentucky State Parks does not have the "cookie-cutter" signs that are seen on the Interstate or byways. Many are created from wood and are unique. [Read more.](#)

[Kentucky Division of Forestry Assists Southern States as Drought Sparks Wildfires across the South](#)

[Governor's EEO Conference Celebrates 25 Years!](#)

[Exotic Employees Arrive at Kentucky Horse Park](#)

[Transportation Cabinet 'Will Never Forget'](#)

[Getting a Book from the State Library Just Got Easier](#)

[Substance Abuse: Tips for Helping Yourself and Others](#)

['Spare Time' Successes](#)

[Submit Your 'Spare Time' Success Story](#)



Awards / Recognition

2011 Governor's Ambassador Awards Recipients Announced

Five individuals and one team received a Governor's Ambassador Award presented by First Lady Jane Beshear at a ceremony held October 6, 2011 at the Frankfort Convention Center as part of Kentucky Public Service Recognition Week. [Read more.](#)

[2011 Governor's Ambassador Awards Recipients Announced](#)

[Kentucky ABC Named Enforcement Agency of the Year](#)

[Kentucky State Police Announce Employee of the Year and Other Civilian Awards](#)

[Plans Win 2011 Awards](#)

[The Kentucky Department of Public Advocacy Alternative Sentencing Social Worker Program Wins NCJA Outstanding Criminal Justice Program Award](#)

[KHS Receives American Association for State and Local History Award](#)

[UI Tax Enforcement Staff Receives Kudos for Going Above and Beyond](#)





Community Service

Kentucky Crafted: The Market Needs Your Help

Kentucky Crafted: The Market is celebrating its 30th anniversary and is moving in 2012 to Lexington where it all started! [Read more.](#)

[KECC - Making the Holidays Brighter for Those in Need](#)

[Help Make a Difference!](#)

[Kentucky Crafted: The Market Needs Your Help](#)



Events

Kentucky State Parks Offer Reduced Rates

Starting today through March 31, 2012, state, local and federal employees and retirees can receive discounts on lodge rooms and cottages. [Read more.](#)

[Kentucky State Parks Offers Reduced Rates](#)

[KDLA Offers Free, Online Training](#)

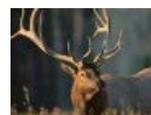
[Mexican Night International Classic Dinner at Greenbo Lake](#)

[Elk Tours Offered at Two Eastern Kentucky State Parks](#)

[The Oxen Are Coming!](#)

[Pennyrile Forest Hosting Veterans Day Weekend Event Nov. 11-12](#)

[National Conference Coming to Kentucky in 2012](#)



Green News

New Moth Species Found

A new moth species in the genus Grapholita was found at

[New Moth Species Found](#)

[Division of Water Biologist Discovers Rare Snail in Green River](#)

[Thirty-five Years of Biodiversity Protection](#)

[Recycling News](#)



Bouteloua Barrens State Nature Preserve (SNP), Lincoln County, in mid-April. [Read more.](#)

- [Carpool Information](#)
- [Power Outage Tips](#)
- [Share Your Green Tips!](#)



Money Matters

Kentucky Deferred

A webinar is a convenient way to learn more about your Kentucky Deferred Compensation program. [Read more.](#)

- [Try a Deferred Compensation Webinar](#)
- [Tips for Finding Money for College](#)
- [Money Works](#)



Wellness

Free Flu Shots

KEHP is pleased to announce all health plan members can receive a FREE flu shot now through December 15, 2011. [Read more.](#)

- [Free Flu Shots](#)
- [Virgin HealthMiles Ending: Exciting New Wellness Programs to be Unveiled Soon!](#)
- [KEHPWELL Online Personal Wellness Coaching](#)
- [Tips for Staying Well during Flu Season](#)
- [Wellness Events](#)
- [Start Today for a Healthier Tomorrow](#)





We want to share your story.

If you have coworkers or agency programs that you would like recognized, send an article, photo or Web link to Tina Goodmann. This newsletter is published quarterly by the Personnel Cabinet for all state employees.

This eNewsletter is published by the Commonwealth of Kentucky Personnel Cabinet, 501 High Street, Frankfort Ky. For more information, comments or suggestions, please contact Crystal Pryor or Tina Goodmann or call the Personnel Cabinet at 502.564.7430.

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Giving to Those Who Gave

Veterans Cemetery proving ground for female caretaker

Submitted by Lisa Aug, KDVA



Rose is the only female caretaker among the 12 caretakers who work at Kentucky's four State Veterans Cemeteries, and one of the few at state or federal cemeteries nationwide. [Read more.](#)

Featured Stories

Firefighters Return Home from Georgia

[Firefighters Return Home from Georgia](#)

[Kentucky Horse Park Welcomes Newest Employee, White Prince](#)

A crew of 11

firefighters from the Kentucky Division of Forestry (KDF) returned home from Georgia over the July 16 weekend after much needed rainfall helped quell wildfires that had started in early June. [Read more.](#)

[Opportunities to Grow](#)

[Parenting Resources and Tips](#)

['Spare Time' Successes: Shipley Drives the Wheels of Success](#)

[Submit Your 'Spare Time' Success Story](#)



Awards / Recognition

NEA Honors Steve Beshear with America's Greatest Education Governor Award

[NEA Honors Steve Beshear with America's Greatest Education Governor Award](#)

[Award for Best IT Collaboration among Organizations](#)

[Kentucky State Police Announce 2010 Awards](#)



On June 30, 2011, the National Education Association announced that Gov. Steve Beshear of Kentucky is this year's recipient of the America's Greatest Education Governor Award. [Read more.](#)

[Forestry Employee Awarded for Wildland Fire Prevention Efforts](#)

[Governor's Minority Management Trainee Program Graduates Class of 2011](#)

[Kentucky Insurance Commissioner Heads National Committee](#)

[Arbor Day Foundation Elects State Forester to Board of Trustees](#)

[Burgin Recognized for Savings to the State](#)

[Congratulations to 2010 ESAC Safety Award Winners](#)

[2011 Kentucky Public Service Recognition Week Poster Contest](#)

[Governor's Ambassador Awards Program Now Accepting Nominations](#)

[Office of Employment and Training Introduces Employee Recognition Program](#)



Community Service

People Helping People: It's a Kentucky Tradition!

[People Helping People: It's a Kentucky Tradition!](#)

[Go Frankfort Challenges State Employees to Get Involved](#)



The 2011 Kentucky Employees Charitable Campaign kicked off on Tuesday, July 19 with a showcase of Kentucky's finest! [Read more.](#)



Events

Six Kentucky State Parks Offer Horseback Riding

[Six Kentucky State Parks Offer Horseback Riding](#)
[KDLA Offers Free, Online Training in August](#)



You don't have to own a horse to get to ride one at six Kentucky State Parks. [Read more.](#)

[Greenbo Lake to Host International Classic Cuisine Hawaiian Luau Night](#)
[Upcoming Events in Agriculture](#)



Green News

Gov. Beshear Praises Veterans Affairs for Saving Taxpayers \$2 Million from Utility Improvements at Nursing Homes

[Gov. Beshear Praises Veterans Affairs for Saving Taxpayers \\$2 Million from Utility Improvements at Nursing Homes](#)
[Adopt-A-Highway Poster Contest](#)
[Invasive Asian Longhorned Beetle Found in Ohio](#)
[Save Kentucky's Hemlocks Project Receives Grant from Toyota](#)



Governor Steve Beshear congratulated the Kentucky Department of Veterans Affairs on its use of a Green Bank Kentucky loan to make substantial utility improvements at three state veterans nursing homes. [Read more.](#)

[Repurpose Your Solar Yard Lights](#)
[Share Your Green Tips!](#)



Money Matters

Kentucky Deferred Compensation Expo 2011

[Kentucky Deferred Compensation Expo 2011](#)

[Planning and Preparing for a College Education](#)

[Money Works](#)

Employees may have up to two hours of paid time off, plus reasonable travel time, to attend one Kentucky Deferred Comp (KDC) Participant Education Expo in 2011. [Read more.](#)



Wellness

First Onsite Employee Care Clinics Offer FREE Services

[First Onsite Employee Care Clinics Offer FREE Services](#)

[KEHPing Well: Getting Started Online and at Work](#)

[Wellness Events](#)

As part of a new pilot program, state employees can now visit any of the four Frankfort-based Employee Care Clinics, administered by First Onsite, for free. [Read more.](#)

[Preparing for the Start of the School Year](#)

[Alliance for a Healthier Generation](#)



We want to share your story.
If you have coworkers or agency programs that you would like recognized, send an article, photo or Web link to Tina Goodmann. This newsletter is published quarterly by the Personnel Cabinet for all state employees.

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We're sorry, the web page you requested could not be located on our server. Please see the possible causes for this error and your available options below.

Possible causes for this error

- ▶ The site may be experiencing difficulties and could not serve the page you requested.
- ▶ The page has been moved or deleted or never existed.
- ▶ The link that brought you here was incorrect.
- ▶ If you typed in the page address, you may have made an error.

Your options

Before taking one of the following actions, please confirm you have not mistyped the page address.

- ▶ [Report this error](#) - Please provide detailed information about the circumstances that lead to the error.
- ▶ [Get Live Help](#) - Chat live with a customer service representative Monday through Friday from 8:00 a.m - 5:00 p.m. Eastern Time.
- ▶ [Visit another Kentucky agency website](#)
- ▶ [Search for other information, applications or services in Kentucky](#)



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Shooting Incident Challenges KSP Telecommunicators



Four KSP Post 13 Hazard Telecommunicators, J.J. Farler, Deanna Whitaker, Brenda Standafer and Greta Huff were recognized for their performance during an incident on Sept. 11, 2010. [Read more.](#)

Featured Stories

Treasury to Kentucky!

[Treasury to Kentucky!](#)

Do you own an old inactive savings account? Have you paid a utility deposit that was

[Attorney General Conway Unveils New 'I Care about Kids' License Plate](#)

[New Pet Policy at Kentucky State Parks](#)

[Golf Discount Card Available for Kentucky State Parks](#)



never refunded to you? Has a loved one passed away and perhaps left a safe deposit box? The Kentucky State Treasury (KST) may be acting as the guardian of your unclaimed assets. [Read more.](#)

[Golf Trail](#)

[KHRIS Moves Kentucky into the 21st Century](#)

[Coping with Crises](#)

["Spare Time" Successes: Brown Devotes Spare Time to Kings Center and Kolokowsky Wins Half-marathon](#)

[Free Book Provides Advice to Adults Returning to College](#)

[Free GED Tests Offered Statewide through June](#)

[START Member Self-Service – Coming This Fall!](#)

[Lesser Celandine Named Kentucky's Least Wanted Plant of 2011](#)



Awards / Recognition

KESS

Governor Steve Beshear and First Lady Jane Beshear joined Personnel Cabinet Secretary Tim Longmeyer on January 26, 2011 to recognize state employees for their suggestions, which are projected to save the Commonwealth nearly \$9.5 million in the first year of implementation and more than \$47 million over five years. [Read more.](#)

[Kentucky Employee Suggestion System](#)

[Seven Officers Honored for Highway Safety Efforts](#)

[Kentucky Woodland Owners Association Recognizes Kentucky Division of Forestry's Steve Gray as Outstanding Service Forester](#)

[KET's Education Division Recognized with NETA's 2010 Enterprise and Innovation Award](#)

[Transportation Employees Recognized for Work with AASHTO](#)

[Shooting Incident Challenges KSP Telecommunicators at Hazard Post](#)

[KDF Employee Receives Award for Wildlife Photo](#)

[ABC Investigative Auditor Angi Brown Passes CPA Exams](#)

[ISTE Recognizes KIDS, Duvall](#)

[SCN Wins Awards for Food and Nutrition Programs](#)

[Travel and Tourism Department Wins Award for Online Ad](#)

[Governor's Ambassador Awards Now Accepting Nominations](#)

[Nominations Sought for Livingston Taylor Ethics Award](#)

[Calling for Applications for the Executive Safety Advisory Committee Award](#)



Community Service

KECC

The Kentucky Employees

[Secretary Sparrow Named 2011 KECC Chair](#)

[KSP Trooper Island Raffle Features 2011 Ford Mustang with V-8 Power](#)

Charitable Campaign (KECC) is a partnership of Kentucky state employees and six accredited state-wide charities, who together work to make a significant difference in the lives of our families, friends and neighbors throughout the Commonwealth. [Read more.](#)

[KSP Scavenger Hunt Offers Fun and Prizes](#)

[Go Frankfort Schedules Community Volunteer Day for May 21](#)



Events

Parks Offer Free Admission Coupons for Children

[Kentucky State Park Historic Sites and Museums Offer Free Admission Coupon for Children](#)

[Pennyrile Forest Offers Canoe Trips on the Tradewater](#)

Children can get a good look at Kentucky history with a special offer from Kentucky State Parks. Children receive free admission to state park museums and historic sites with every adult admission purchased through Oct. 31, 2011. [Read more.](#)

[Spirits of Butler Paranormal Weekend May 14-15](#)

[Kenlake Offers Dinner Theater Starting June 24](#)



Green News

New Website Details Green Initiatives

[Governor Beshear Announces Website Detailing State Government's Many "Green" Initiatives](#)

[Did You Know...You Can Recycle Your Personal Paper Items for Free?](#)

In conjunction with Earth Day, Gov. Steve Beshear announced that the Commonwealth of Kentucky has launched a new website of "all things green" in state government. [Read more.](#)

[State Office Building Green Team Hosts 2011 Go Green Expo](#)

[Carpool KY](#)

[Adopt-a-Highway](#)

[Green Tip: Submitted by Sarah Blackwell, Department of Revenue](#)



Money Matters

Deferred

[Have You Taken Advantage of Live Chat Online?](#)

Comp Adds Live Chat Feature

As part of its January 2011 Plan enhancements, Kentucky Deferred Compensation added a Live Chat feature to the KDC Plan website. [Read more.](#)

[Student Aid Programs Geared Toward Military](#)

[Become Money Smart from the Comfort of Your Home](#)

[KDLA Offers Free Online Money Management Course](#)

[Money Works](#)



Wellness

KEHPing Well

Spring has arrived in the Bluegrass and with the change of seasons comes the opportunity to go outside to enjoy the sunshine and various activities in your communities. Our own Journey to Wellness website is filled with resources to get you moving and enjoying a healthier you. [Read more.](#)

[KEHPing Well: Getting Started Online and at Work](#)

[Journey to Wellness Celebrates Dress in Blue Day for Colorectal Cancer Awareness](#)

[Allergy Tips](#)



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State Employees Mourn Fellow Co-worker Who Lost His Life in the Line of Duty



Family, friends and the Kentucky Division of Forestry (KDF) are mourning the loss of Donald R. Lam who died Feb. 17 from injuries sustained while fighting a forest fire. [Read more.](#)

Featured Stories

Transportation Employees May Have Saved Toddler's Life

Quick thinking by two employees of the Kentucky Transportation Cabinet Department of Highways District 10 may have saved the life of a toddler. [Read more.](#)

[State Employees Mourn Fellow Co-worker Who Lost His Life in the Line of Duty](#)

[Transportation Employees May Have Saved Toddler's Life](#)

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Awards / Recognition

Eighteen Recognized at Awards Ceremony

Sixteen Kentucky State Police troopers and two Commercial Vehicle Enforcement officers were recognized at the Governor's Impaired Driving Enforcement Awards Ceremony. [Read more.](#)

[Eighteen Recognized at Governor's Impaired Driving Enforcement Awards Ceremony](#)

[Vice president of Kentucky Adult Education Joins Two Illustrious Groups](#)

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[Energy and Environment Cabinet Employee Receives National Conservation Fellowship](#)

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Community Service

Thank you, State Employees!

The 2010 Kentucky Employees Charitable Campaign is officially closed, and we are pleased to announce that you raised more than \$1.1 million on behalf of the six KECC charities and their affiliates. [Read more.](#)

[Thank you, State Employees!](#)

[Go Frankfort Hosts 1st Annual Dodgeball Tournament](#)



Events

"Chicks in the Sticks" Weekend

Barren River Lake State Resort Park is hosting its "Chicks in the Sticks" Weekend March 18-20. [Read more.](#)

[Barren River Offers "Chicks in the Sticks" Weekend](#)



Green News

Students Can Make Schools Green and Healthy by Receiving \$800 Grant

[Students Can Make Schools Green and Healthy by Receiving \\$800 Grant](#)

[Go Green and Save Green with Programmable Thermostats](#)

[Share Your Green Tips!](#)

The Kentucky Green and Healthy Schools (KGHS) program is offering \$800 grants to K-12 schools completing student-led energy efficiency projects. [Read more.](#)



Money Matters

Ring in the New Year with a Family Budget

[Ring in the New Year with a Family Budget](#)

[Kentucky Deferred Compensation \(KDC\) Institutes Positive Changes](#)

[A College Education Is within Your Reach](#)

['College Circuit' Helps Kentuckians Plan for Higher Education](#)

After holiday spending on gifts, gatherings and travels, now is a good time to rein in expenses and examine your savings plan. [Read more.](#)



Wellness

Military Affairs' Division of Facilities Kicks off Wellness Program

[Weight Wise Challenge Results](#)

[Military Affairs' Division of Facilities Kicks off Wellness Program](#)

[Chances to Win Monthly Cash Drawing Quadrupled](#)

[KEHP Offers Alliance for a Healthier Generation](#)

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[Get in Shape at Rip Camp](#)

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The Division of Facilities, Department of Military Affairs kicked off a Division Wellness Program in April 2010. [Read more.](#)



We want to share your story.

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[First Lady Jane Beshear Announces Top Ten Winter Reads](#)

[Kentucky Division of Water offers cold weather water pipe protection tips](#)

[Kentucky Higher Education Assistance Authority's College-planning publication available](#)

[Annual Trail Card Available for Kentucky State Park Golf Courses](#)

If you know of co-workers or agency programs that have been formally recognized and you would like for them to be included in an issue of this newsletter, please send an article, photo, or web link to [Tina Goodmann](#). This newsletter will be published quarterly by the Personnel Cabinet for all state employees.

Previous Issues of the [Personnel Connection](#)

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Awards / Recognition

Second Annual Governor's Ambassador Award Recipients Named



Recognizing the contributions public employees make to the Commonwealth is essential during the annual Kentucky Public Service Recognition Week, October 11 through October 17. First Lady Jane Beshear and Personnel Cabinet Secretary Nikki Jackson hosted the second annual Governor's Ambassador Awards ceremony October 13, 2010, at the Frankfort Convention Center. About 300 state employees, family and co-workers attended the ceremony where nine public service employees were recognized for their contributions to the state.

Created in October 2008, the awards program was established to highlight stories of employees who have positively impacted the lives of their co-workers, customers and community. Nominations were accepted throughout the year in six categories: customer service, courage, leadership, professional achievement, teamwork, or community service and volunteerism.

All nominees were invited to attend the awards ceremony. Award recipients will be honored by having a personalized engraved brick placed along Ambassador Avenue outside the Thomas D. Clark Center for Kentucky History. To learn more about this year's award recipients, click [here](#).

51 Graduate from the Kentucky Certified Public Managers Program



On Nov. 4, 2010, many of the state's brightest up-and-coming leaders graduated from the Kentucky Certified Public Managers' (KCPM) program. The nationally accredited program is provided by the Personnel Cabinet and conducted by the agency's Governmental Services Center (GSC).

"Becoming an employer of choice means providing opportunities for our employees to learn and grow personally and professionally," said Personnel Cabinet Secretary Nikki Jackson. "The KCPM program has long been regarded as a top quality resource that provides an outstanding educational experience for our employees."

Award recipients and their respective agencies include:

Education

Phillip D. Coleman III

Energy and Environment

William L. Baker
Solitha Warnakula Dharman
Melissa K. Duff
Michael Fant
Todd T. Johnston
Missy R. Jones
C. Lawrence Lowe
Jon A. Maybriar
Clay Redmond
John Clay Rogers
Frough Qutub Sherwani
Charles E. Stangle
Troy Tabor Jr.
Travis Trent

Finance and Administration

Nancy Johnita Robey
Charles F. Salchli Jr.
Marianne Sullivan

General Government/ Council on Post Secondary Education

Deepa R. Dubal

Health and Family Services

Lisa MacPherson-Campbell

Justice and Public Safety

Mark Cool
Diana L. Fleming
Eric Garner
Mallory Mao

Labor

Brian E. Kiser
Arthur R. Rockwood III
John D. Williams

Personnel

Bruce D. Cottew
Robbie Shannon Perkins
Donna Sue Towles

Public Protection

Kimberly Gates Goodwin
Karan J. Hisle
Kendra T. Shoop
Phil St. John
Chares A. Vice

Tourism, Arts &Heritage

Kimberly A. Blair
Stephan B. Davis
John J. Morgan
Scot Walters

Transportation

Vicki Boldrick
Ramona Brock
Jamie Bewley Byrd

Selena A. Curry
Brandon Seiter
Wayne Simpson
Jim W. Simpson II
Davis C. Smith
John A. Tomlinson
Joseph B. Thompson, P.E.
Jon Wilcoxson
Robert "Andy" Yeager

The two-year program focuses on developing and enhancing competencies required for effectively improving self, team and group performance. Graduates are required to complete classroom and online training as well as a capstone project. Coursework was developed to provide the participants with a blended learning experience while expanding their public sector leadership and management skills.

The Certified Public Managers® (CPM) program began in Georgia in 1976 and was soon endorsed by other states as a model for training and developing professional public managers. Kentucky's CPM Program was first established in 1985 through GSC and Kentucky State University (KSU) where it continues to be administered.

To learn more about the KCPM program and other training courses provided by the Governmental Service Center, visit <http://personnel.ky.gov/gsc/>.

ABC Investigator Receives National Liquor Enforcement Officer of the Year Award



Steve Newell (center) received the national Liquor Enforcement Officer of the Year Award from National Liquor Law Enforcement Association President Frederick Mahoney (left) and Vice-president Steven Ernst (right).

Steve Newell, a seven-year investigator with the Kentucky Department of Alcoholic Beverage Control (ABC), was named Liquor Enforcement Officer of the Year by the National Liquor Law Enforcement Association at its annual conference in Anaheim, Calif.

Mr. Newell was nominated for the national award by ABC Enforcement Director Mike Razor. "Steve's day-to-day dedication to the citizens of the Commonwealth is extraordinary. He is a tremendous asset to the Enforcement Division and very deserving of this honor," said Razor.

Newell received the 2009 Meritorious Service award from the Lexington Division of Police for his life-saving actions during a fire. While conducting routine duties, Newell became aware of a fire in a Lexington home. Risking his own safety, Newell went to the scene and assisted civilians out of the burning structure.

At the ABC, Newell is active in the research and development of new equipment and serves as a liaison among law enforcement entities. He also is responsible for ensuring that each ABC investigator lost in the line of duty is remembered. He is a member of the Kentucky Peace Officers' Association.

Newell, a Barbourville native, currently resides in Lexington.

Kentucky State Police Honor 25 Civilian Employees



Frankfort resident Boyce Wells (center) received the Kentucky State Police 2010 Civilian Employee of the Year award from KSP Commissioner Rodney Brewer (left) and Justice and Public Safety Cabinet Secretary J. Michael Brown (right) on Oct.13.

Twenty-five civilian employees were honored by the Kentucky State Police at a ceremony held Oct. 13, 2010, at the Holiday Inn Hurstbourne Lane in Louisville.

Frankfort resident Boyce Wells was named 2010 KSP Civilian Employee of the Year. A four-year veteran of the agency, Wells is event coordinator supervisor at KSP headquarters in Frankfort. A native of Hodgenville, he is a 1972 graduate of LaRue County High School. He also earned a bachelor of science degree from Campbellsville College in 1976 and a master of public affairs degree from Kentucky State University in 1982.

As commander of the KSP Special Services Branch, Wells works with other agencies on events that require additional security for traffic control, general safety or specific individual security. Some of his accomplishments include coordinating public safety details for events such as the recently concluded Alltech FEI World Equestrian Games at the Kentucky Horse Park, the Kentucky Derby, Thunder Over Louisville, the National State Legislators Conference, the Rolex Three-Day Event and others. He also directed a special detail assembled to provide traffic control during filming on the roadways for the movie "Secretariat."

Wells oversees the daily operations of the KSP Honor Guard as well. The unit participated for the first time in the Fraternal Order of Police National Honor Guard Competition in Washington, D.C. in May 2010 and won all three phases of the competition. It was the first time that a team won the competition on its initial visit and the first time a team won all three phases.

Throughout the year the Honor Guard also participated in the Kentucky Derby Festival Parade, various opening sessions for conferences and events and presenting the colors for naturalization ceremonies. The unit also continued to perform its most solemn duty: honoring retired troopers at funeral services.

"Mr. Boyce Wells is truly an outstanding employee in every regard. He routinely goes above and beyond in every aspect of his job," said KSP Commissioner Rodney Brewer. "We are very lucky to have him as a part of our team."

Other KSP civilian employees who received awards included:

Police Communications Support Award

Shelly Clark, of Sulphur, Police Telecommunicator II, Post 5-Campbellsburg
Derek Coffey, of Jamestown, Police Telecommunicator Supervisor, Post 15-Columbia
Miranda Luttrell, of Russell Springs, Police Telecommunicator II, Post 11-London
Chuck Stewart, of Elizabethtown, Police Telecommunicator II, Post 4-Elizabethtown

Clerical Support Service Award

Ruth Crafton, of Henderson, Administrative Specialist II, Post 16-Henderson
Carol Dause, of Richmond, Administrative Specialist III, Special Operations Branch
Alicia Parham, of Shelbyville, Criminal Intelligence Analyst I, Post 5-Campbellsburg
Marcia Walker, of Frankfort, Administrative Specialist III, Operations Division

Driver Testing Administrative Support Award

West Region: Louise Jewell, of Paducah, Certified Driver Testing Administrator I
East Region: Joe Little, of Millard, Certified Driver Testing Administrator I

Forensic Services Support Award

Laboratory Analyst: Jack Reid, of Georgetown, Forensic Scientist Specialist II, Central Laboratory Branch, Frankfort
Regional Laboratory Analyst: Misty Holbrook, of Verona, Forensic Scientist Specialist II, Northern Laboratory Branch, Cold Springs
Forensic Laboratory Supervisor: Laura Sudkamp, of Frankfort, Forensic Laboratory Manager, Central Laboratory Branch, Frankfort

Commercial Vehicle Support Award

William Moore, of Morehead, Commercial Vehicle Inspector II, Region 5, Morehead
Tara Thomas, of Memphis, Ind., Administrative Secretary, Region 2, Louisville.

Administrative Support Service Award

Hillary Burgher, of Frankfort, Internal Policy Analyst II, Operations Division
Phyllis Holcomb, of Brodhead, Administrative Specialist III, Supply Branch
Michael Morrison, of Paris, Systems Engineer IT, Public Affairs Branch

Administrative Support Supervisor Award

Boyce Wells, of Frankfort, Event Coordinator Supervisor, Operations Division

Scientific Support Service Award

Todd Gregory, of Frankfort, Fingerprint Specialist III, AFIS, Criminal Identification & Records Branch

Computer Technology Technical Support Award

Laurie Buchanan, of Frankfort, Internal Policy Analyst III, Electronic Crime Branch

Records Technical Support Service Award

Claudia Burrows, of Frankfort, Administrative Specialist III, Criminal Identification & Records Branch

Maintenance Support Service Award

Terry Carriss, of Frankfort, Maintenance Worker II, Criminal Identification & Records Branch

Communications Technical Support Award

Brian Higgins, of London, System Tech Specialist IT, Communications & Computer Technologies Branch

Properties Management & Supply Technical Support Service Award

David Baker, of Harrodsburg, Auto Technician IV, Supply Branch

“These award winners represent the best of the best of our civilian employees,” said Brewer. “They truly are the underpinning of the Kentucky State Police and epitomize the professional image that we constantly strive to project.”

KSP Troopers Brooks and Smith Provide Security at the World Equestrian Games



Kentucky State Police Trooper Ricky Brooks (left) and Sr. Trooper David Smith (right), of KSP Post 15 in Columbia, were part of the security detail at the 2010 Alltech FEI World Equestrian Games held Sept. 25 through Oct. 10 at the Kentucky Horse Park. KSP coordinated the public safety component of the event inside the park in conjunction with the FBI, the Kentucky National Guard and other state and local law enforcement and emergency service agencies.

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Revenue Employee Helps Save Taxpayer's Life



They say that death and taxes are inevitable. But in the case of Earl Phillips, taxes may have helped save the Adair County man's life.

[Read More](#)

Featured Stories

Project Graduate [Revenue Employee Helps Save Taxpayer's Life](#)

Jayne Harville Rader, a busy mother of two and an investment specialist with the Kentucky Teachers' Retirement System, can now add being a "straight A" student to her portfolio.

[Project Graduate: "One of the Most Fulfilling Aspects of My Life." Says KTRS Employee](#)

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[Attorney General Conway Warns Sweepstakes and Lottery Scams on Rise in Kentucky](#)

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[Arts Council Staff Become Tourism Ambassadors](#)

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Awards / Recognition

Equine Industry Vision Award

[Kentucky Horse Park Executive Director Receives Ninth Annual Equine Industry Vision Award](#)



Pfizer Animal Health and American Horse Publications (AHP) presented John Nicholson with the ninth annual Equine Industry Vision Award.

[Troopers Receive Governor's Medal of Valor](#)

[Troopers Russell and Simpson Receive KSP Honors](#)

[Gardner and Gillis Elected to the Personnel Board](#)

[Holman Receives 2010 Carrington Williams Battlefield Preservationist of the Year Award](#)



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[Head and Richardson Chosen as Business First's Forty Under 40](#)

[Couch Receives Visionary Award](#)

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KSP Officer Rides to Raise Money

[KSP Officer Rides to Raise Money for Young Cancer Patient](#)

Farris riding for a cause to benefit a cancer stricken boy from Maysville, Kentucky.

[The KECC Has Begun](#)

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Car Raffle Supports Kids' Camp

[Car Raffle Supports Summer Camp for Kids](#)

Tickets available for the Kentucky State Police Trooper Island fund-raising raffle, which features a 2010 Chevrolet Camaro.

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[Row, Row, Row Your Boat](#)

[How to Recycle Empty Pill Bottles](#)

Find green hotels, increase fuel efficiency and save resources at home.

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Money Matters

Money Tips

Once you start paying bills, you start building a credit score. If you have a history of paying bills late, it will be reported to credit rating agencies and affect the interest rate you pay.

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"If I can do this, you can do this – one step at a time!!"

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[Gov. Beshear Kicks off Kentucky's Energy Efficient Appliance Rebate Program: Residents can apply for rebates on 16 items](#)

[Gov. Beshear Signs Law Banning Texting While Driving](#). View the *KYTC Minute* about the new texting law by clicking [here](#).

[Governor Beshear Signs Consumer Protection Measure for Homeowners](#)

[First Lady Jane Beshear Announces Top 10 Spring Reads](#)

[Governor Beshear Signs Bills to Extend Eligibility for Military Family Assistance, Expand Access to Veterans License Plates](#)

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Personnelly Speaking

Career Opportunities System—Security Reminder

Are you one of the 80,000 plus applicants who have created an account in the Career Opportunities System (COS)? In less than 2 years since the Personnel Cabinet implemented COS, applicants have taken advantage of searching for and applying to state jobs on-line in record numbers. And just like other popular on-line systems we use for convenience like banking, bill paying and shopping, COS allows applicants to create a secure account using a PIN and Password. In the case of COS, to create an account an applicant enters an email address for their username/PIN and selects a password. And because your PIN and Password are needed to log onto your COS account when you want to access your personal information, you should NEVER allow any other individual to use your PIN and Password to create their COS account.



When two or more applicants utilize the same log-in username/email address it is known as sharing an account. When this occurs, the two COS accounts are connected and both applicants' information is then joined together within that one COS account. In this case, neither the Personnel Cabinet nor the hiring agency can be sure what, if any, information on the application is correct and what education, skills and abilities belong to whom. Sharing accounts can potentially cause your name not to appear on registers you have applied to or even impact processing

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personnel actions such as promotions, transfers and reclasses.

In order to efficiently process your application and protect your private information within COS, do not allow anyone else to ever use your COS log-in username/email address to create a COS account. If you think you may have shared your information or for other COS help, [click here](#) for assistance from the Career Opportunities System Help Desk or send an email to coshelp@ky.gov.

Safety Program

Let me tell you about my Thanksgiving...



According to the National Fire Protection Association (NFPA) Thanksgiving is the peak day for home cooking fires. "Don't let your Thanksgiving Day, or any other day, go up in smoke. [Read these helpful tips](#) from the NFPA," advises Scott Gasser, State Safety Director.

Kentucky Employee Mediation Program (KEMP)

There are times when a workplace needs a little outside help in order to better deal with employee situations. The Workplace Relations Branch is responsible for the KY Employee Mediation Program (KEMP) and the Workplace Resolutions Group. [Learn more about how these programs could possibly help in your workplace.](#)



Kentucky Employee Assistance Program (KEAP)

Domestic Violence Awareness Month Was Observed in October



Have you ever suspected that a staff member or co-worker might be experiencing domestic violence? If so, you are not alone. One in three Kentucky women between the ages of 18-44 will experience domestic violence in their lifetimes.

[Visit the Kentucky Employee Assistance Program Web site to learn more about what co-workers and supervisors can do to help.](#)

We want to share your story.

If you have co-workers or agency programs that you would like recognized, send an article, photo, or web link to [Tina Goodman](#). This newsletter will be published quarterly by the Personnel Cabinet for all state employees.

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Office of Employee Relations
State Office Building, 3rd Floor
501 High Street
Frankfort, KY 40601

Phone: 502-564-3433, or toll free, 1-866-725-5463

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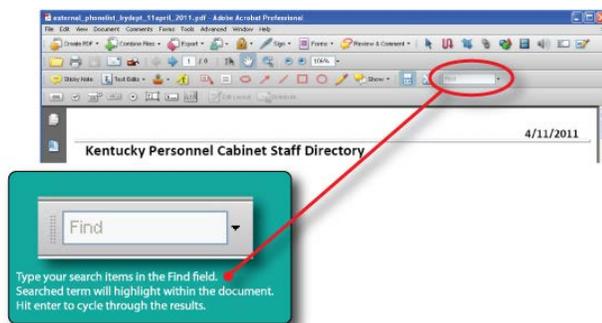
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Personnel Cabinet Contact Links and Information

Our [Personnel Cabinet Phone Listing by Department](#) (PDF - 338 KB) is a dynamic, searchable resource for contacting Personnel Cabinet Employees.



The following are email contact links to various program areas in the Personnel Cabinet.

- Career Opportunity System - [Technical Help](#) (with the COS application process)
- Health Insurance/Flexible Spending Accounts - [Kentucky Employees Health Plan](#)
- Health Insurance Portability and Accountability Act (HIPAA) - [Contact Regarding HIPAA or Privacy Concerns](#)
- Kentucky Public Employees Deferred Compensation Authority - [Pat Goodlett](#)
- Workers Compensation Program - [Contact Worker's Compensation](#)
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Merit Employment Questions?
For Applications or Register
Call: (502) 564-8030

(TTY) Speech and Hearing Impaired
Call: (502) 564-4306

Health Insurance Questions?
Call: 1-888-581-8834

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Kentucky.gov Calendar

Please select from the list below then click "View Calendar" to continue. If you wish to select more than one agency, press and hold the CTRL key and select the agencies you wish to view. If you do not want to filter the results by Event Type you can leave that field blank

- Arts Council
- Barren River Lake State Resort Park
- Bell County Clerk
- Big Bone Lick State Park
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- Breathitt County
- Buckhorn Lake State Resort Park
- Cabinet for Economic Development
- Campbell County
- Carter Caves State Resort Park
- Carter County
- CFC Communications
- City of Beaver Dam

Event Type:

(Please select from the drop down list. If you do not want to filter the results by Event Type you can leave this field blank)

RSS

Kentucky.gov provides an RSS feed for all upcoming Commonwealth events listed on the calendar. [Learn more about RSS.](#)

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Top Stories

Governor's Garden

Leading by example is imperative for teaching Kentuckians how to live more sustainable, environmentally friendly lifestyles. Inspired by the White House's commitment to homegrown produce and fueled by a desire to raise "green" awareness, First Lady Jane Beshear joined with leaders from Western Hills High School, Kentucky Proud and Access Food Pantry to develop and grow the first ever Governor's Garden.



The average meal in the United States travels 1,200 miles from the farm to the dinner table. By growing crops in backyards across Kentucky or buying locally grown produce, families can eliminate wasteful burning of fossil fuels and have access to fresher, healthier produce.

Located on the grounds of Berry Hill Mansion, the garden is comprised of three separate plots. Each of these 16-by-24 foot plots represents a model of what can be grown in backyards and public spaces across the Commonwealth. Two sections of the garden are identical summer garden plots prepared by the Western Hills High School agriculture students and FFA members. Playing host to a diverse variety of crops including tomatoes, sweet potatoes, cantaloupe, corn and watermelons, the garden has already produced a significant summer bounty, including ten-inch squash and cucumbers.

The third plot has been recently planted by Kentucky State University students and garden club members from the Frankfort area. These volunteers have pitched in to create a fall garden with plantings that reflect the opportunity to extend until first frost the continuing harvest of the types of produce that are present in the summer garden plots.

The Governor's Garden is a part of Mrs. Beshear's larger Green Team initiative, which strives to promote sustainability, energy efficiency and environmental preservation.

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The majority of the produce raised in the Governor's Garden will be donated to Access Soup Kitchen, enabling many who often lack access to fresh fruits and vegetables to have healthy, nutritious meals.

For individuals who want to begin their own home gardens, assistance is available at <http://greenteam.ky.gov/garden> as part of the Governor's Garden initiative at cooperative extension service offices, located in every county across the Commonwealth.

A Note from Nikki

Fellow state employees,

I hope you, your family and friends are enjoying the summer.

Since we last connected, the Personnel Cabinet has been continuing to launch new programs, expand our current initiatives, and find innovative ways to deliver quality services to employees. I want to take this opportunity to share some of the services that are or will soon be available for you.



As you know, the Personnel Cabinet and the **KHRIS (Kentucky Human Resources Information System)** project teams are working to complete activities required for the successful launch of KHRIS. Remaining items include finalizing the code development, continuing to build capability and subject matter expertise, and working toward agency and user readiness. The KHRIS launch date will be determined based on the completion of these and other portions of the overall project plan with the only ultimate goal being a successful implementation for all users.

The 23rd **Equal Employment Opportunity (EEO) Conference** was held July 9 in Louisville. This year's theme was The State of Diversity and Equality, and 24 sessions were presented to attendees. Congratulations to [John J. Johnson](#), recipient of the Charles W. Anderson Award, and [Yvette Smith](#), for earning the Innovation, Collaboration and Education (ICE) Award.

The first recipients of the **Governor's Ambassador Awards** will be named during Kentucky Public Employee Recognition Week, the first full week of October. This award is intended to recognize state employees' significant contributions to their workplace and community and will highlight stories of those who have had a positive impact on the lives and experiences of their co-workers, customers and community. Awards will be presented in the area of customer service, courage, leadership, professional achievement, teamwork or community service and volunteerism. **Nominations are being accepted until August 31.** You can nomination a state employee by filling out our online application [here](#).

Kentucky Public Employees' Deferred Compensation Authority will provide three **Investment/Education Expos** again this year. I encourage all of our employees to attend the expo, become familiar with the services that are offered, and make an informed decision that is best for you and your family.

Congratulations to all those on the **Journey to Wellness** and those who participated in the Step Out Challenge! Watch for the new 12-week weight management program called Weight Wise, the next step on our journey!

One of the newest resources for employees is **Money Works**, a program designed to enhance understanding of basic money management principles and develop money-management skills. Instructor-led and online workshops are available and cover a vast array of topics including home ownership, investing, retirement, tax information and more. Visit the [Money Works site](#) for more information.

We are proud of the many services available to state government employees. As we work toward our vision of becoming a trusted and valuable resource for you, we will continue to provide opportunities for learning, competitive benefits, a culture of diversity, and initiatives to support your health, wellness and personal and professional growth.

Yours in Service,

Secretary Nikki Jackson

Nominations Sought for Governor's Ambassador Award

(DEADLINE: August 31, 2009)



To recognize state employees' significant contributions to their workplaces and their communities, the Personnel Cabinet has launched an enterprise-wide storytelling initiative designed to encourage, support, acknowledge, and reward employees who embody the principles of Kentucky's Unbridled Spirit.

Each recipient of the Governor's Ambassador Award will receive special recognition during an annual awards ceremony and have an engraved, personalized brick placed outside the Thomas D. Clark Center for Kentucky History.

To nominate a deserving employee, visit [the Governor's Ambassador Award Page](#). To watch the video, click the image above.

2009 Trooper Island Raffle

The Kentucky State Police is featuring a 372-horsepower Dodge Challenger R/T in its 2009 Trooper Island raffle. The vehicle has a brilliant black metallic exterior and a dark slate gray cloth interior. It's powered by a 5.7-liter V8 (Yes...It's got a HEMI!) MDS VCT engine with a lifetime limited warranty. Other features include dual rear exhaust, a five speed automatic transmission, 20" chrome wheels, a rear spoiler, power sunroof, six disc CD changer and six Boston Acoustics speakers.



Tickets are \$10 each and are available from any state police post or by sending a check for \$10 per ticket and a stamped, self-addressed envelope to: Kentucky State Police, Media Relations Branch, 919 Versailles Rd., Frankfort, KY 40601. Checks should be made out to Trooper Island. The winning ticket will be drawn on August 30 at the Ky. State Fair. (Raffle winner is responsible for all tax and license fees.)

Trooper Island is a free summer camp for underprivileged boys and girls age 10-12 operated by the Kentucky State Police on Dale Hollow Lake in Clinton County. It is financed entirely by donations, no public funds are used. Each year, the camp hosts approximately 700 children, providing good food, fresh air, recreation, guidance and structured, esteem-building activities designed to build good citizenship and positive relationships with law enforcement officers.

Trooper Island Special License Plate



University of Kentucky Head Football Coach Rich Brooks joined Tpr. Ron Turley, public affairs officer for Kentucky State Police Post 12 in Frankfort, to display a special license plate designed to help raise funds for Trooper Island, a free summer camp for disadvantaged boys and girls age 10-12 operated by the Kentucky State Police on Dale Hollow Lake in Clinton Co. In order for the Transportation Cabinet to

make this an official tag for vehicle registration in Kentucky, 900 applications must be received by September 2009. The cost is \$28 at the time of application with an additional \$16 due at the time of pick up. Applications for the license may be obtained from any state police post or downloaded from the KSP [Web site](#).

Trooper Island is financed entirely by donations, no public funds are used. Each year, the camp hosts approximately 700 children, providing good food, fresh air,

recreation, guidance and structured, esteem-building activities designed to build good citizenship and positive relationships with law enforcement officers.

For more information, visit the [KSP Web site](#) or call the KSP Media Relations Branch at 502-695-6344.

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Awards/Recognition

KSP Troopers Boyd and Root Receive Recognition from FBI

The FBI has recognized two Kentucky State Police troopers from Post 11 in London for outstanding assistance in joint investigative efforts. Special Agent Matt Holskey presented Det. Doug Boyd with a certificate of appreciation for his efforts in an investigation into a robbery at a branch office of the Monticello Banking Co. in Monticello, Ky. Boyd identified the suspect and discovered a link to several robberies in other states. Det. Millard Root received a certificate of appreciation for his efforts during an investigation into threats made against a circuit judge in an online public forum.

Little Sandy Correctional Officer Michael Cepeda Receives Bronze Star

 Little Sandy Correctional Complex Officer Michael Cepeda returned from active duty to LSCC on May 15, 2008. According to Warden Joe Meko, no one at the institution knew of Cepeda's heroics while in Iraq until two months ago.

"As a humble servant, we didn't know he was the recipient of the Bronze Star until yesterday," Meko wrote in an email on April 21, 2009.

Cepeda, a Sergeant in the Kentucky National Guard, and two of his comrades were presented the Bronze Star Medal with "V" device for their combat actions during their unit's deployment in Operation Iraqi Freedom.

The men, part of the Guard's B-Battery, 2/138th Field Artillery (FA) were recognized Dec. 6.

When awarded with "V" device for valor and bravery in combat, the Bronze Star Medal is the fourth highest combat award of the U.S. Armed Forces.

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"We have examples of true Kentucky heroes out there today, guys who sacrificed themselves to save members of their unit," said BG John Heltzel, director of emergency management for the Kentucky Guard.

Cepeda and the other two members of his unit were recognized for their bravery when a roadside bomb hit the lead Armored Security Vehicle (ASV) during a convoy escort mission.

Cepeda was knocked unconscious by the blast momentarily but once he regained consciousness, he attempted to reach headquarters on the radio and assess the situation. He also assisted, despite being injured himself, with moving two of the three other soldiers to safety. Cepeda's acts of bravery included applying a tourniquet to the gunner's severely injured legs and rendering medical aid to another passenger. His actions helped save their lives.

Appel Elected President of National HR Group

Department of Corrections Personnel Director Stephanie Appel has been elected president of the International Public Management Association for Human Resources (IPMA-HR) for the Southern Region. Appel was elected to the top position in May at the organization's annual conference in Mobile, Ala. 

IPMA-HR is an organization that represents the interests of over 100,000 human resource professionals at the federal, state and local levels of government. IPMA provides information and assistance to help HR professionals increase their job performance and overall agency function by providing cost-effective products, services and educational opportunities.

As president, Appel will travel both nationally and internationally to promote the organization.

The organization is divided into four regions in the United States. Appel will preside over the 13 chapters of the Southern Region which includes: Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Oklahoma, Mississippi, North Carolina, South Carolina, Texas, Tennessee, and Virginia.

Appel begins her term as president-elect on July 1, 2009 and will serve a six-year term with two years as president-elect, two years as president and two years as past president. She has served on the IPMA-HR Southern Region Governing Board for the past three years as treasurer of the Southern Region. She served as the President of the Kentucky Chapter of IPMA-HR for two terms and served on the IPMA-HR Kentucky Chapter Board of Directors for six years. Appel achieved her IPMA-HR Certified Professional designation in 2006 and was recertified in 2009.

Executive Director John J. Johnson Receives the Charles Anderson Laureate Award



Kentucky Commission on Human Rights Executive Director John J. Johnson is a recipient of the Charles Anderson Laureate Award in recognition of his outstanding contributions to the Commonwealth of Kentucky. The award was signed by Governor Steve Beshear and was presented by Nikki Jackson, Personnel Cabinet Secretary, Tim Longmeyer, Deputy Secretary, Personnel Cabinet, and Michele Lawlis, Executive Director, Office of Diversity and Equality, at the Governor's EEO Conference

Luncheon at the Crowne Plaza Hotel in Louisville.

The Charles Anderson Laureate Award is the Personnel Cabinet's recognition of outstanding achievement in the areas of justice and equality.

Charles W. Anderson, Jr. joined the Kentucky General Assembly in January of 1936 and served five consecutive terms. He became the first African-American legislator in Kentucky, and the South, sworn into office since the Reconstruction Era. Throughout his tenure, Anderson was the catalyst for legislation guaranteeing opportunities for African-American students and the prohibition of racial discrimination in hiring on public building projects. He dedicated his career to equal treatment, and spearheaded a movement to allow female teachers to keep their positions after marriage. He also served as an Assistant Commonwealth's Attorney for Jefferson County in 1946 and culminated his public service in 1960 when he was named as an Alternate United States Delegate to the United Nations General Assembly by the President of the United States. Because of his dedication and commitment to racial and social issues, the Personnel Cabinet created this award in his honor.

The Kentucky Commission on Human Rights is the state government agency that enforces the Kentucky Civil Rights Act and federal civil rights laws, all of which make discrimination illegal.

Yvette Smith Receives 2009 ICE Award

The executive director of the Office of Equal Employment Opportunity & Contract Compliance in the Finance & Administration Cabinet got quite a surprise during the 23rd Annual Governor's Equal Employment Opportunity (EEO) Conference.

Yvette Smith was awarded the 2009 Innovation, Collaboration and Education (ICE) Award. The ICE award recognizes EEO Coordinators who promote proactive EEO compliance and statewide diversity, while serving on the EEO Coalition. Smith was totally surprised by the award saying, "It's nice to be recognized for doing a job you love".



Smith has been working with the state for 20 years and has been executive director of the Finance and Administration Cabinet's EEO office for 4½ years.

For more information on the Governor's EEO Conference or other programs in the Office of Diversity and Equality, go to <http://personnel.ky.gov/diversity/>.

Thirty-four Troopers Graduate from Kentucky State Police Academy



The Kentucky State Police Academy presented diplomas to 34 new troopers at ceremonies held June 12 in Frankfort. Their addition to the force brings the agency's strength to a total of 928 troopers serving the citizens of the Commonwealth.

"You have achieved what many have not," Gov. Steve Beshear told the new troopers.

"You are about to make an important impression on the lives of the citizens of Kentucky," he said. "At one point in your career, they will ask you 'to be there.' We understand and are grateful for your service and sacrifice. The people of the Commonwealth are proud of you."

The new troopers, which include one female and one former Commercial Vehicle Enforcement Officer, started a 23-week training cycle on Jan. 4, 2009 in a class that consisted of 55 cadets. Their training included more than 1,000 hours of classroom and field study in subjects such as constitutional law, juvenile and traffic law, use of force, weapons training, defensive tactics, first aid, high-speed vehicle pursuit, criminal investigation, survival Spanish, computer literacy, hostage negotiations, evidence collection, radio procedures, search and seizure, crash investigation, drug identification, traffic control, crowd control, armed robbery response, land navigation, electronic crimes, sex crimes, hate crimes, domestic violence, bomb threats and hazardous materials.

"These cadets faced daily challenges that required intelligence, physical stamina, sacrifice and a deep commitment to service," said KSP Commissioner Rodney

Brewer. "The attrition rate was high, but the high standards and rigorous training will pay off as the new troopers face challenges in the field."

"These troopers stand on the shoulders of all those who have gone before them," added Brewer. "We welcome them to the ranks of Kentucky's 'Thin Gray Line' as they take up the torch of law and order and carry it into the future."

Kentucky State Police Announce Top Trooper, CVE Officer And Other Awards



Greensburg, Ky.-resident Trooper Andy K. Olson (second from left) received the 2008 Kentucky State Police Trooper of the Year Award and Commercial Vehicle Enforcement Officer Larry Farris (third from left), a resident of Maysville, Ky., received the 2008 Jason Cammack Officer of the Year Award from J. Michael Brown, secretary of the Justice and Public Safety Cabinet (right) and KSP Commissioner Rodney Brewer (left) on May 20 in Frankfort.

The Kentucky State Police announced the Trooper of the Year, the Commercial Vehicle Officer of the Year and 70 other awards for acts of meritorious service, achievement, valor, bravery, life-saving acts, professionalism and dedication to duty on May 20 at the Capital Plaza Hotel in Frankfort.

Greensburg, Ky.-resident Andy K. Olson was named "2008 Trooper of the Year" A five-year veteran of the Kentucky State Police, Olson is assigned to KSP Post 15 in Columbia.

According to Capt. Greg Baird, commander of Post 15, Trooper Olson's "investigative tenacity" was a significant factor in the successful conclusion of two major felony cases during 2008. One involved the repeated rape of two juveniles. After persistent and exhaustive effort, Olson identified and arrested two adult perpetrators. Both were convicted and received multiple year sentences.

In another case, Olson's perseverance and attention to detail led to multiple arrests resulting in the termination of a major cocaine trafficking and burglary ring.

A native of Campbellsville, Ky., Olson is a 2000 graduate of Taylor County High School and a 2004 graduate of Lindsey Wilson College in Adair County. He is the son of Bill and Leitha Olson of Campbellsville.

Maysville, Ky.-resident Larry Farris was named the 2008 Jason Cammack Officer of the Year for the KSP Commercial Vehicle Enforcement Division. A three-year veteran of the division, Farris serves as a CVE Officer I in Region 5 based in Morehead.

In 2008, Farris carried out 640 vehicle safety inspections which unveiled 841 safety violations. He wrote 624 commercial citations (310 for speeding) and 402 non-commercial citations for a total of 1,026. He also investigated 21 vehicle crashes of which 12 involved Class A trucks with three fatalities.

A former Maysville police officer, Farris is a 1991 graduate of Lewis County High School in Vanceburg. He is the son of Larry and Diane Farris of Maysville.

Eleven troopers received the KSP Citation for Bravery, an honor bestowed on

officers of the agency who perform acts of bravery, without regard for personal risk, of clear and obvious peril and clearly above and beyond the call or risk of ordinary duty:

- Trooper John E. Adams --Post 15, Columbia
- Sgt. Lonnie W. Bell --Post 16, Henderson
- Trooper Willard Scott Bunch --Post 11, London
- Trooper Brett A. Coomes --Post 3, Bowling Green
- Trooper Jerry M. Knight --Post 2, Madisonville
- Detective Scott A. Lenge -- Post 6, Dry Ridge
- Trooper David T. Long – Post 15, Columbia
- Trooper Gary Martin (retired) --Post 11, London
- Trooper Timothee Kyle Moffett --Special Operations Branch
- Sgt. Howard R. Rice -- Post 5, Campbellsburg
- Detective Jeffery L. Vincent – Vehicle Investigation

Trooper's Medals, awarded to officers who perform life-saving acts under extraordinary circumstances, were presented to:

- Trooper James K. Burton -- Post 4, Elizabethtown
- Trooper Donnie R. Moses -- Post 15, Columbia
- Trooper Everett E. Whitaker -- Post 13, Hazard
- Trooper Richard W. Wright – Post 1, Mayfield

Twenty-three troopers received the Citation for Meritorious Service with "V" Device for Valor for distinguishing themselves by an act of courage performed under more than ordinary circumstances:

- Detective George Atwood -- Post 15, Columbia
- Trooper Johnathan R. Boyd -- Post 15, Columbia
- Trooper Norman Chaffins, Jr. -- Post 4, Elizabethtown
- Trooper First Class Mark L. Combs -- Special Operations
- Detective Russell L. Decker-- Post 15, Columbia
- Trooper Barry J. Eaton -- Special Operations (Received two awards for separate incidents.)
- Sgt. J.W. Gibson -- Post 14, Ashland
- Lt. Brandon Hammers --Aircraft Branch
- Detective Scott Hammonds – West Drug Enforcement
- Sgt. Kevin Hunt -- Post 15, Columbia
- Trooper Jeremy S. Johnson --Post 15 Columbia
- Sgt. Chris Knifley -- Special Operations
- Sgt. Kevin S. Minor --Aircraft Branch
- Trooper Jon S. Parks --Post 7, Richmond
- Trooper Seth C. Payne -- Special Operations
- Trooper William E. Petry--Post 9, Pikeville
- Trooper James W. Richard --Post 15, Columbia
- Trooper William L. Shuffett, II --Special Operations
- Trooper David L. Smith --Post 15, Columbia
- Sgt. Bobby Sullivan (retired) --Post 15, Columbia
- Lt. Jeffrey Suratt --Post 15, Columbia
- Detective Tony Wells (retired) -- Post 15, Columbia
- Sgt. Rob Winsett (retired) – Post 15, Columbia

Twenty-one troopers were named Trooper of the Year at the post, branch or division level. They include:

- Trooper Kyle J. Nall --Post 1-Mayfield
- Trooper Derek A. Smith--Post 2-Madisonville
- Trooper Charles D. White --Post 3-Bowling Green
- Detective Karl Scott McMichael--Post 4-Elizabethtown
- Detective Dave E. Roberts--Post 5-Campbellsburg
- Detective Kevin D. Flick--Post 6-Dry Ridge
- Detective Chris Short--Post 7-Richmond
- Trooper Samuel M. Hunt--Post 8-Morehead
- Detective Benjamin C. Cramer--Post 9-Pikeville
- Trooper Jason S. Young--Post 10-Harlan
- Trooper Clyde A. Dingess.--Post 11-London
- Trooper Trevor P. Harris--Post 12-Frankfort
- Detective Clayton Stamper, Jr.--Post 13-Hazard
- Detective Phillip A. Clark, II--Post 14-Ashland
- Trooper Andy K. Olson--Post 15-Columbia
- Trooper Thomas M. Hampton, Jr.--Post 16-Henderson
- Trooper First Class Chad E. Carroll--Special Operations
- Trooper Anthony Janutolo--East Drug Enforcement
- Detective Tommy L. Johnson--West Drug Enforcement

- Trooper Mack Rayburn--Administrative Division
- Trooper First Class Craig Sutton--Technical Services Division

Seven CVE officers were named Officer of the Year at the region level. They include:

- CVE Officer I Steven Chris Glenn --Region 1
- CVE Officer I Roy M. Murley --Region 2
- CVE Officer I Michael M. Rittenhouse --Region 3
- CVE Officer I Travis J. Rogers --Region 4
- CVE Officer I Larry Farris--Region 5
- CVE Officer I Anthony Bersaglia --Region 6
- CVE Officer I Delmer Hall --Programs Branch

The 2008 KSP Safe Driving Award, which recognizes the post with the highest average number of safe driving miles between assessable accidents, was presented to Post 10 in Harlan. The post had a record of 1,139,451 miles with zero assessable accidents.

The agency's highest civilian award, the KSP Citation for Meritorious Achievement, which is bestowed on individuals who perform an extraordinary act of service or heroism in direct support of an officer engaged in the official performance of duty, was presented to Deputy Jim Hamilton, Carroll Co. Sheriff's Office and Deputy Jim Guffey, Clinton Co. Sheriff's Office.

KSP Commissioner Rodney Brewer praised all of the honorees. "It is a natural reaction to run away from danger. Law enforcement officers are trained to run toward danger and they do so without hesitation," he said. "We salute all those who have chosen a life that makes a difference."

Woodcock and Godbold Named Tree Farm Inspectors of the Year

Connie Woodcock and Sean Godbold were recently honored as the 2008 Kentucky Tree Farm Inspectors of the Year at the Kentucky Forest Industries Association (KFIA) 44th Annual Meeting in Lexington, Ky. Both are foresters for the Kentucky Division of Forestry who have helped advance forest management through their work with private landowners and the Kentucky Tree Farm program, which recognizes and certifies landowners for practicing sustainable forestry.



Connie (South Central District) and Sean (Eastern District) each completed four new tree farm inspections and tied for the inspector award this year. Each forester inspected the properties to ensure that the landowners are practicing sustainable forestry under the established standards and guidelines of the national Tree Farm program. Each farm must pass inspection in order to become a Certified Tree Farm. After certification, the landowner receives a Tree Farm sign to place on their property. To maintain certification, landowners must implement a management plan based on strict environmental standards and pass an inspection every five years.

Kentucky has over 800 certified tree farms owned by private woodland owners who manage their forests for a wide range of environmental, economic and social benefits. Tree Farmers share a unique commitment to protect wildlife habitat and watersheds, to conserve soil and to provide recreation for their communities while producing wood for America and these individuals hold the key to sustaining our forests.

Landowners who wish to become involved in the program should contact the division's district office serving their county. For more information, visit the division's Web site at www.forestry.ky.gov or contact the division at 1-800-866-0555.

Probation & Parole Officer Shannon Blalock Featured in *Corrections Today*



Probation & Parole Officer Shannon Blalock is featured in the June issue of Corrections Today magazine. This edition is the periodical's "Best in the Business" issue, devoted to the recognition of individuals who are just that -- the best in our business.

Blalock is a probation and parole officer in Murray who, within her first year of employment, created and launched the "Kentucky Probation & Parole Fugitives" MySpace Site. She has for the past year and a half devoted most of her time to the investigation and tracking of absconders online. Her investigations have resulted in the apprehension several offenders. She is frequently asked to give presentations on this method of investigation to federal and other state law enforcement officials.

Ogden Receives Support Staff Member of the Year Award

Scott Ogden, Farm Manager I at Blackburn Correctional Complex, has been chosen the "Support Staff Member of the year" by the Southern States Corrections Association for 2008-2009.



Ogden has been an employee at Blackburn Correctional Complex for approximately five years. He received the award at the SSCA conference on July 21st.

In nominating Ogden, Blackburn warden Robert Howerton wrote:

"Scott Ogden is a farm manager who single handedly runs a Black Angus cattle operation of about 150 head. In the recent past, the state of Kentucky had one of the worst ice storms in its history. U.S. President Obama declared Kentucky a disaster area. With the facility out of power and 550 inmates to keep fed and very limited staff available, Scott came to work and assisted while his own home was without power.

The temperature was below 20 degrees for the three-day emergency. Scott volunteered to come in to work in the middle of the night on Day 2 to transfer fuel to our emergency generator. The next day he came back in and diagnosed our failing generator and fixed it until the company could come and do a full service on it.

Scott is a very dedicated employee. He cares about his cattle operation and goes well above and beyond the normal call of duty. Scott is every manager's dream employee. He looks ahead for potential problems and heads them off before they become an issue.

This nomination is submitted with great pride and with great hopes that Mr. Ogden receives recognition for his outstanding dedication for this facility."

We want to share your story.

If you have co-workers or agency programs that you would like recognized, send an article, photo, or web link to [Tina Goodmann](#). This newsletter will be published quarterly by the Personnel Cabinet for all state employees.

This eNewsletter is published by the [Commonwealth of Kentucky Personnel Cabinet](#), 501 High Street, Frankfort KY. For more information, comments or suggestions, please contact [Crystal Pryor](#) or [Tina Goodmann](#) or call the Personnel Cabinet at 502.564.7430.



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Green News

Kentucky Online Film Festival Winners



First Lady Jane Beshear (far right), with Finance and Administration Secretary Jonathan Miller, Online film festival winner Sellus Wilder, and students from Meyzeek Middle School.

A Louisville comedy troupe and an up-and-coming filmmaker are \$1,000 happier after receiving prizes for their winning films in the First Annual Kentucky Green Team Online Film Festival. The Online Film Festival is a popular new initiative of First Lady Jane Beshear's Green Team, designed to inspire, teach and encourage individuals to take steps to improve our environment.

Seventy films were entered and the "directors" ranged from groups of school kids, Girl and Boy Scout troops, to seasoned filmmakers.

The winners in this year's festival are:

- Public Service Announcement - "Energy PSA" created by Sellus Wilder, a Frankfort city commissioner
- Environmentally Friendly Habits Film - "Going Green" created by The Indicators, a Louisville improvisational comedy troupe
- Energy-Saving Innovation Short Film - "Community Garden" also created

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by Sellus Wilder

First Lady Jane Beshear, along with Finance and Administration Cabinet Sec. Jonathan Miller, presented Wilder and The Indicators with their \$1,000 prizes, courtesy of the Louisville Film Society, during the Film Society's Flyover Film Festival.

Also recognized at the festival was Meyzeek Middle School, who in conjunction with Ohio Valley Creative Energy, was a finalist in the Energy-Saving Innovation Short Film category. Meyzeek narrowly lost to Sellus Wilder's entry, Community Garden. Wilder says he will donate half of his prize in that category to the art program at Meyzeek.



You can see the winning videos, along with all the finalists, by visiting www.greenteam.ky.gov/filmfestival.

Green Facts

Did You Know...

- Every year we throw away 24 million tons of leaves and grass. Leaves alone account for 75 percent of our solid waste in the fall.
- About 1% of U.S. landfill space is full of disposable diapers, which take 500 years to decompose.
- Recycled paper requires 64 percent less energy than making paper from virgin wood pulp and can save many trees.
- 14 billion pounds of trash is dumped into the ocean every year.
- 84 percent of all household waste can be recycled.

Information provided by the Energy and Environment Cabinet's Division of Compliance Assistance

Recycling Facts

The Kentucky Government recycling Section urges all state employees to recycle all of their office paper, newspaper, phonebooks and cardboard used during their daily work in state government offices. Each person can make a huge impact on the environment by doing their part to make Kentucky a leader in paper recycling.

Did you know that recycling one ton of paper would:

- Save enough energy to power the average American home for six months.
- Save 7,000 gallons of water
- Save 3.3 cubic yards of landfill space
- Reduce greenhouse gas emissions by one metric ton of carbon equivalent

For more information on recycling, you can go to the [Division of Waste Management's Web site](#).

Adopt-a-Highway!

Adopt-a-Highway Fall Sweep Week
September 20-26, 2009
Keep It Clean...Make It Green...Make It Yours

Adopt-a-Highway Poster Contest Deadline
September 30, 2009

For more information and the contest form, visit [their Web site](#).

Plans Underway at Rolleigh Peterson Educational Forest

The Rolleigh Peterson Educational Forest, purchased last summer by the Kentucky Division of Forestry (KDF) and Louisville Metro Parks, will ultimately become a public park, as well as a carefully managed walnut plantation. The property, which is located

along Floyds Fork in Jefferson County, was purchased to expand publicly accessible park lands and to continue forest management on one of the largest known walnut plantations east of the Mississippi River.



The previous owners, Rolleigh and Patricia Peterson, planted and maintained around 5,800 black walnut trees on the 98-acre farm as an investment for their daughter Susan Peterson Trendel, who died in 1998. Many of the trees were planted in the early 1970s and were managed until Mr. Peterson died in 2005. In 2008, Ms. Peterson sold the property to the Louisville Metro Government and the Commonwealth of Kentucky providing that it serve as a legacy to her late husband and daughter.

City and state officials are currently developing a forest stewardship management plan to ensure sustainability of the plantation. Stewardship activities such as removing vines, eliminating invasive species, pruning limbs and thinning undesirable trees will be priority in the early stages of management. Other plans for the property include building a short hiking trail which will eventually connect to the 100-mile paved Louisville Loop trail. Parks will also conduct environmental education programs for the public to learn about forest stewardship and conservation.

Rolleigh Peterson Educational Forest will be open to the public once the management plan is completed, hiking trails are built and parking areas are established. Additional information about the forest can be found [here](#).

DCA Offers a Variety of Workshops on Environmental Topics

The Division of Compliance Assistance (DCA), located in the Department for Environmental Protection, has been offering workshops to the public and state agencies on a variety of topics. In July, workshops on Fugitive Dust Management, Environmental Compliance Training for Correctional Facilities and Hazardous Waster Generator Boot Camp were held at 300 Fair Oaks Lane in the Training Center. Future workshops dealing with environmental issues will be given on Complying with the Surface Coating Area Source Rule, Air Permitting/PTE Calculation, Impact of Pharmaceuticals on Water Quality, Climate Change, Conducting an Energy Audit, Retail Gas Stations and other topics. Click [here](#) for the latest information about these and other workshops that will be offered by DCA.

Share Your Green Tips!



"Install a rain barrel at your home. Rain barrels collect the rain water that falls on your roof and allows you to use the water for watering lawns, gardens and flowers. This saves money and energy and prevents the water from entering the storm sewers which ultimately helps to improve water quality in local streams, lakes and rivers. "

Submitted by Brooke Shireman, Kentucky Division of Water

By making a few, simple lifestyle changes, each of us can make a huge, positive impact on the environment. Please submit your Green Tip, along with a photo of yourself if you wish, to Tina.Goodmann@ky.gov so that it may be shared with your fellow state employees in a future edition of the *Personnel Connection*.

We want to share your story.

If you have co-workers or agency programs that you would like recognized, send an article, photo, or web link to [Tina Goodman](#). This newsletter will be published quarterly by the Personnel Cabinet for all state employees.

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Manager's Corner

Second Interim Reviews Due by End of August

During the month of August 2009, agency evaluators are required to complete Second Interim Reviews with all employees eligible for performance evaluation. Interim review meetings are planned times (April and August) when coaching and feedback between an employee and the evaluator take place. Employees need to hear from their evaluator in regards to how they are doing on the job in all four performance categories.



An interim review meeting provides the employee and evaluator an opportunity to accurately reflect progress and changes as related to job duties and expectations. Interim review meetings are to be held during the month of August, but are to be completed no later than August 31, 2009. The Governmental Services Center (GSC) and the Performance Management Branch remind both the evaluators and employees within all agencies of the legally required Second (August) Interim Reviews.

Reminders:

- The four categories of performance that must be reviewed and discussed are 1 – Job Tasks, 2 – Adaptability/Initiative, 3 – Communication/Teamwork, and 4 – Self Management.
- The evaluator must include comments in Section II (Interim Meeting Documentation) of the evaluation form for the Second (August) interim review period. Comments must be included for all four categories in which the employee is evaluated.
- Employee comments may be attached.
- The Second Interim Review shall be used to document performance that supports the annual performance rating.
- The evaluator may wish to initiate a Performance Improvement Plan <http://personnel.ky.gov/gsc/empeval/tips.htm> at this time if work performance is as such the evaluator feels a written improvement plan is necessary.
- It is important that employees take an active part in the evaluation process.

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- Evaluators should help prepare the employee for the Interim Review by scheduling the meeting 3-5 days ahead.
- Employees should review the Performance Plan, First Interim Review documentation and prepare documented feedback on progress in achieving the expectations.
- Evaluators should talk less, listen and ask more open-ended questions.
- Employees should review their [Employee Performance Evaluation System Handbook](#)

GSC Announces New Onboarding Initiative



It is our pleasure at the Governmental Services Center (GSC) to announce a new enterprise offering called Onboarding for merit and non-merit state employees. Some of the many goals of onboarding

ensure that new employees are exposed to a uniform and formal welcoming process, understand their connection to the larger enterprise called state government, and are introduced, in a more purposed and structured way, to their new employer.

The difference between orientation and onboarding simply put is that orientation is only one component of onboarding. New employee orientation generally involves a first-day session or a first week of activities that familiarizes the employee with the cabinet's structure, mission and policies. It typically includes reviews of the employee handbook and the completion of necessary payroll and benefits paperwork. Onboarding is, however, a much more comprehensive approach that starts before orientation and extends well beyond the first few days. It provides a more strategic plan for employee success than orientation alone. In fact, the onboarding process can last from three months to 18 months, depending on the position.

To help you Onboard your new and transferring employees, the new Onboarding online resource will help with:

- The process of integrating employees into their new work environment. Onboarding is the last stage of the recruitment process, goes beyond the orientation process, and is the first steps to achieve employee retention.
- Creating a focus toward: a strong employer welcome, an affirmation of the employee's right choice in a career, an affirmation that the employee fits into the cabinet or agency, and a long term relationship building.

Features of the Onboarding site include:

- A Welcome Video from Governor Steve Beshear
- An introduction to the Onboarding philosophy
- A resource guide for New and Transferring Employee
- A resource guide for Supervisors, which include an in-depth look at the Onboarding process, new employee checklists and templates to use during the Onboarding process
- A suggested system for meetings and projects with co-workers, managers and executives during the employee's first few months, all focused on strengthening the employee's bond to the cabinet and its people. Sometimes a mentor process is also integrated into the system

We are excited to bring you this new service. Please check the site often for updated resources and announcements. To learn more about how to use the

Onboarding site, [visit the Personnel Cabinet site.](#)

[View a video on Keeping Employees Motivated During a Recession.](#)

Department of Corrections Executive Leadership Program Underway



The Department of Corrections Commissioner's Executive Leadership Program got underway with the first of four sessions taking place in June.

This will be the third installment of the program, a course implemented by former Commissioner John D. Rees, and continued as a priority by current Commissioner LaDonna Thompson.

The program is designed to identify and bring together future leaders within the department as a way to mentor them from within the organization. The program offers leadership training for these employees who have been identified by their supervisors as having management potential.

One of the keys to the success of the program is networking.

"In the first two programs and now after the first session of the third program, we are hearing that the networking aspect is so beneficial," said Thompson. "It gives our employees the opportunity to bond with other corrections professionals and to have the benefit of their experience and perspective."

The benefit to the department is immeasurable. In launching the program in 2005, the department recognized that in no other setting had a group like this been formed: future corrections leaders to address today's issues facing the agency. An opportunity for enthusiastic, bright individuals to brainstorm and showcase their abilities in a setting that is conducive to thinking outside the box.

Dr. George Manning, a professor at Northern Kentucky University and an internationally-known speaker and consultant on the topic of leadership, has returned as the instructor for the program.

The 2009 Commissioner Executive Leadership Class:

1. Bell County Forestry Camp - Brandy Harm, CTO I
2. Blackburn Correctional Complex - Alan Long, Deputy Warden
3. Kentucky Correctional Institution for Women - Randy Hargis, Corrections Unit Administrator I
4. Kentucky State Penitentiary - Dustin R. Clark, Corrections Unit Administrator
5. Luther Luckett Correctional Complex - Jesse Stack, Pre-Release Coordinator
6. Little Sandy Correctional Complex - Brandon Griffith, CTO
7. Luther Luckett Correctional Complex - Lindsay Dowden, Lieutenant
8. Kentucky State Reformatory - Anna Valentine, Captain
9. Adult Institutions - Jeff Hulker, Law Enforcement Liaison/Program Administrator
10. Local Facilities - Jeff Burton, Assistant Director
11. Division of Probation & Parole - Cyndi Heddleston, Corrections Program

- Administrator
12. Probation & Parole District 5 - Jennifer "Jay" Bell, Probation and Parole Officer
 13. Probation & Parole District 6 - Raymond S. Canterbury, Assistant Supervisor
 14. Probation & Parole District 7 - Megan Schubert, Probation & Parole Officer
 15. Probation & Parole District 9 - Fredrick Miller, Probation & Parole Officer
 16. Probation & Parole District 11 - Larry Caudill, Probation & Parole Officer
 17. Probation & Parole District 13 - Jonathan Vincent, Assistant Supervisor
 18. Probation & Parole District 14 - Cortney Shewmaker, Assistant Supervisor
 19. Probation & Parole District 16 - Denise Probus, Probation and Parole Officer
 20. Central Office - John Hall, Offender Information Services (OIS) Administrator
 21. Division of Mental Health - Dr. Tricia Meyer, Psychologist (located at KCIW)
 22. Central Office - Hilarye Dailey, Branch Manager, Administrative Services (Fiscal Branch)
 23. Central Office - Amanda Sayle, Information & Technology
 24. Central Office - Ruth Thompson, Internal Policy Analyst (Research, Legislative, Special Projects)
 25. Division of Training - Steve Faulkner, Branch Manager, WRTC
 26. Personnel - Bobbie Underwood, Human Resource Administrator.

We want to share your story.

If you have co-workers or agency programs that you would like recognized, send an article, photo, or web link to [Tina Goodmann](#). This newsletter will be published quarterly by the Personnel Cabinet for all state employees.

This eNewsletter is published by the [Commonwealth of Kentucky Personnel Cabinet](#), 501 High Street, Frankfort KY. For more information, comments or suggestions, please contact [Crystal Pryor](#) or [Tina Goodmann](#) or call the Personnel Cabinet at 502.564.7430.

Last Updated 8/13/2009

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Personnelly Speaking

A Survivor's Story

Very few employers want to talk about it. Suicide. However, leading employers are beginning to pay attention to how powerfully suicide does impact the work environment and the lives of valued employees. [Read the story](#) of a state government survivor and learn more about the steps co-workers and managers may take toward prevention.

For more information, visit the [Educational Presentations & Toolkits page](#).

Career Opportunities

Did You Know?

Testing is no longer conducted by the Division of Career Opportunities and was discontinued in May 2008. However, testing for certain positions can be agency specific and at the discretion and/or request of the hiring agency. Applicants should contact the 'agency contact' listed on the job posting if testing is designated as required.

- On July 1, the Division of Career Opportunities implemented changes to the HR status (job submission status) and general business practices. Applicants may view definitions of these statuses by logging into their COS account and clicking on the following link under 'job submission status': <http://personnel.ky.gov/employment/definitions/>. As a result of these changes, agencies should receive their registers much quicker.
- Applicants may obtain agency contact and other associated information related to a job vacancy by logging into their COS account and clicking on the resume/CV manager link. Once accessed, simply click on view submissions to view the desired information.
- There is an applicant computer lab located on the 1st floor of the State Office Building located at 501 High Street Frankfort, KY 40601. Here, applicants may

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receive basic assistance in submitting their COS applications from a representative of the Division of Career Opportunities. However, it is not necessary to complete and/or submit the application from the Personnel computer lab. The application may be accessed and submitted via any computer with Internet access.

- Applicants may request copies of previously submitted (hard copy) applications to use as a guide in completing their Web-based COS application by any of the following means:

MAIL: Copies of submitted applications and updates may be requested by printing and completing an application request form (can be obtained at the State Office Building location in Frankfort or from the forms library section of the Personnel Cabinet Web site homepage) and mailing it to the following address:

Personnel Cabinet
Division of Career Opportunities
Applicant Services Branch
501 High St. 1st Floor
Frankfort, KY 40601
ATTN: Application Request

TELEPHONE: Requests may be placed via phone by dialing 502-564-8030.

WALK-INS: Applicants may request a copy of their application(s) and update(s) by coming to the Division of Career Opportunities office located at 501 High St., 1st Floor, Frankfort, KY and presenting a photo ID.

The Dog Days of Summer

[Click here](#) to learn more about staying safe during these hot summer months.

"The information in this article will help you know what to do to keep yourself and your family safe in extreme heat," says Scott Gasser, Personnel Cabinet's state safety director. "It contains information regarding the dangers associated with heat that everyone should find useful."

Giving and Receiving

Employees are able to give and receive sick leave and annual leave under certain circumstances. Sick Leave Sharing was established to serve the employee who suffers from or has a family member that suffers from a medically certified condition that either has caused or will likely cause the employee to go on leave for at least 10 consecutive days. Annual Leave Sharing is available to employees who have suffered a catastrophic loss of personal property due to a disaster or fire that has caused, or will likely cause, the employee to go on leave for at least 10 consecutive days. To find out more, go to <http://personnel.ky.gov/stemp/emphb/sick/> or <http://www.lrc.ky.gov/kar/101/002/106.htm>.

We want to share your story.

If you have co-workers or agency programs that you would like recognized, send an article, photo, or web link to [Tina Goodmann](#). This newsletter will be published quarterly by the Personnel Cabinet for all state employees.

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Wellness

Journey to Wellness

Message from State Wellness Director Stephanie Marshall

Congratulations on a fantastic effort in the Journey to Wellness Step Out Challenge!! Four hundred fifty-three fitness challenge scorecards were returned from all parts of the state - Covington, to Mt. Sterling, to Paducah, to Louisville, to Lexington, to Frankfort, and more! Congratulations to the following Journey to Wellness Step Out Challenge winners:

Kate Austin (PPC), John Hawkins (COT), Jody Carson (KRS), Carolyn King (CHFS), Amanda Walker (KY Adult Ed.), Marvin Wolfe (KYTC), Melinda Parrish (DLG), Lee Cowherd (PERS), Godwin Onodu (KYTC), Marni Gibson (PPC), Anne Swinford (CHFS), Susan Saufley (FW), Nicole Jackson (KYTC), Dana Back (EEC), Leitha Jane Harris (CHFS), Alisha Wells, (CHFS), Jennifer Bodenbender (DOR), Annie Rooney French (DOE), Jeff Nakken (KYTC) and Mary Dee Miller (Parks).



Please stay tuned for more information to come on our upcoming "WeightWise" Program. This is a 12-week weight management program designed to assist individuals with having fun while achieving and maintaining a healthy body weight via "wise" lifestyle choices that can become a new way of life for the long term. Throughout the "WeightWise" program we will also be hosting various presentations and launching additional programs to support you in your efforts on your personal Journey to Wellness.

Thanks for all of your enthusiasm and participation Kentucky!! Keep up the great work!

What's for Lunch?

We are faced with the question of what we will eat daily and this often leads us to the nearest cafeteria or restaurant to satisfy our hunger. The Journey to Wellness program is here to help. We have been collaborating with

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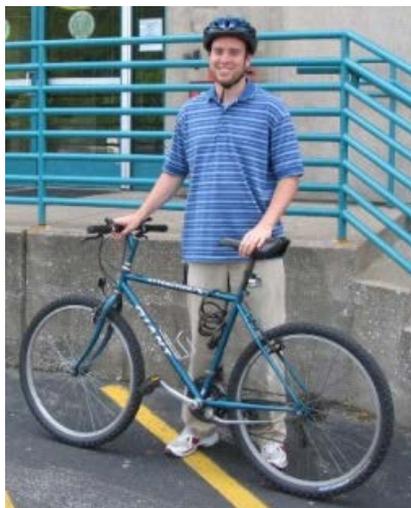
[Wellness](#)

the Department of Parks' chefs and planning a "WeightWise" 12-week weight loss challenge across the state beginning August 31. Similar to the Step Out Fitness Challenge, all state employees can participate in teams of five to win prizes and more importantly live a healthier lifestyle. Check out [our Web site](#) for details.

Did you know the CHFS cafeteria has "The Lighter Side" menu items? They can be found [here](#).

[100 Ways to Cut 100 Calories](#) (PDF - 239 KB)

Employees Participate in Bike to Work Day on May 15



William Shane
Department for Environmental
Protection

Jerald Adkins
Labor Cabinet



Employee Fitness/Wellness Tips and Success Stories!

Kentucky State Police's Biggest Loser

Congratulations Billie

Several employees at Kentucky State Police (KSP) Headquarters competed in a "Biggest Loser" Contest. Everyone who participated paid a \$20.00 registration fee. Fridays were weigh in days. If you gained you paid...\$1.00 per pound. The initial weigh-in was on February 16, 2008. The combined weight at that time was 1,748 lbs. Over the course of 11 weeks the group had a combined weight loss of 79.5 lbs. The "Biggest Loser" was Billie McCall of the Academy Branch. She lost a total of 36 lbs. winning the jackpot of \$271.00. Way to go Billie! Now KSP Headquarters is 79.5 lbs. lighter. We hope to start a new contest in the near future.

Taking the HealthMiles on the Appalachian Trail



I am back from my trip and I had a blast!! I left Caledonia State Park in Fayetteville, PA on May 16th and arrived in Harpers Fairy on May 23rd a total of 65.3 miles of trail plus side trails, look outs, and shelter and water spurs (some were over a half a mile themselves, I hiked Chimney Rocks, Rattlesnake Run, High Rock View, Devils Racecourse, Black Rock Cliffs, and up to Washington Monument. Unfortunately I lost

my "Go-Zone" sometime Thursday so I will not get credit for my steps but the 10 pounds I lost in one week feels great!

Submitted by Phil St. John, Alcoholic Beverage Control

[Pro Active Life 5K Run/Walk Success Story](#) (PDF - 87 KB)

Submitted by Marcia Adams, Finance and Administration Cabinet

Cutting 100 Calories a Day Really Does Make a Difference!

"I enjoyed your visit and presentation at our building last week. Your idea of just cutting out even 100 calories a day stuck in my mind. I have been packing for about a month, Richard's and my lunches. I had already taken out most of our carbs like potato chips and substituted fresh fruit, watermelon, grapes, etc. But the 100 calorie suggestion stuck with me. Then it dawned on me, I had been putting on 2 slices of cheese with his sandwich. I just took one away and got back 80 calories. Just in 1 slice, and he never minded or noticed. To get the other 20 I just put the mayo on one of the two slices of bread. We also pick only 1 or 2 of the extras from a list each day, like peanut butter and celery, carrots and dressing, granola bar, sugar free pudding, sugar free jell-o, 100 calorie snack packs, popcorn, nuts, etc. instead of packing several. We also mostly now take only water, so more calories gone. He is down about 15 pounds, and me a few, we feel great and knows we can do this 'weight loss thing' now. The dropping a 100 calories a day works."



Submitted by Jeanne Triplett, Labor Cabinet

Fitness Challenge Motivated an Entire Family!



"I have really tried to amp up my fitness level and completed most all of the score card options with my 2 children. The ten pounds has been a bonus! So to answer your question, I had started working out a little bit prior to the fitness challenge but it has been great motivation to keep going! I think what the State of Kentucky is doing for its employees is awesome and I look forward to getting more in shape!"

Submitted by Carissa Brown, Department of Criminal Justice Training

By making a few, simple, lifestyle changes, each of us can make a huge, positive impact on our health. Please submit your Fitness/Wellness Tip or Success Story, along with a photo of yourself if you wish, to Stephanie.Marshall@ky.gov so that it may be shared with your fellow state employees in a future edition of the *Personnel Connection*.

We want to share your story.

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Online Services



Vehicle Information System (OVIS)
Retrieve vehicle information.



RegWatch
Receive notice of regulation changes.



Hunting and Fishing Licenses
Purchase licenses and permits.



Sex/Criminal Offender Registration Database
Search for offenders.

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Governor Steve Beshear



[Visit his homepage.](#)

Elected Officials

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- [Attorney General - Jack Conway](#)
- [State Auditor - Adam Edelen](#)
- [Treasurer - Todd Hollenbach](#)
- [Agriculture Commissioner - James Comer](#)

Kentucky's Scrapbook



Falling Memories
Pulaski County, Kentucky By Jonathan D. Goforth



How Do I...

[Go to College](#)

[Homeschool my child](#)

[License my Business](#)

[Locate or Expand a Business](#)

KnowHow2GOky is a multiyear, multimedia effort designed to encourage more Kentuckians to plan, enroll and succeed in college.

Take a quiz to see if you are prepared for college. Find out what you should be doing in your specific school grade or stage in life to be getting ready for college.

Find local resources in your county using the Find Help Near You map.

[Go to College](#)

Press Releases

- [Highway crews plowing, treating roads](#)
- [DEADLINE FOR ESSAY AND SLOGAN CONTESTS IS JANUARY 15, 2012](#)
- [From 1 to 1 million – fun facts about Kentucky Crafted:The Market](#)
- [First Lady Jane Beshear Urges Kentuckians to participate in 'Shop & Share Day'](#)
- [Energy Management Initiative Reduces Energy Use, Utility Costs in State Buildings](#)

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- [01/13/2012 - KY Board of Engineers & Surveyors Board Meeting](#)
- [01/14/2012 - Kentucky Artisan Center at Berea Free Guided Gallery Tour Jan 14 at Kentucky Artisan Center](#)
- [01/14/2012 - Kentucky Artisan Center at Berea Berea Welcome Center Carvers Demonstrate Woodcarving Disciplines at KY Artisan Center](#)
- [01/16/2012 - KY Board of Engineers &](#)

Surveyors

[Martin Luther King, Jr. Holiday - Board Office Closed](#)

▶ [01/17/2012 - Pennyrite ADD Hopkins/Muhlenberg Elder Abuse Council Meeting](#)

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Commonwealth of Kentucky Organizational Structure

Feedback

▶ Judicial Branch

The judicial branch interprets the laws and maintains a statewide system of justice.

▶ [Kentucky Court of Justice](#)

The American Judicial System and our legal processes are often misunderstood by citizens. This web site is designed to answer some of your questions about Kentucky's Court of Justice, one of our three branches of government, and to familiarize you with its operation.

▶ Legislative Branch

The legislative branch establishes our laws and creates services that benefit the people of Kentucky.

▶ [General Assembly](#)

Learn about Kentucky's Legislature.

▶ [Kentucky Long-Term Policy Research Center](#)

The mission of Kentucky Long-Term Policy Research Center (KLTPRC) is to change the way decisions are made in the Commonwealth of Kentucky by bringing a new perspective to policymaking.

▶ [Legislative Research Commission](#)

Services that this commission provides include: committee staffing, bill drafting, oversight of the state budget and educational reform, production of educational materials, maintenance of a reference library and Internet site, and the preparation and printing of research reports, informational bulletins and a legislative newspaper.

▶ [Legislative Ethics Commission, Kentucky](#)

The Kentucky Legislative Ethics Commission, independent agency of the legislative department of state government, implements Code of Conduct for General Assembly Members, registers lobbyists and their employers, and investigates complaints of Code violations.

▶ Executive Branch

The executive branch executes laws and administers the various services of the government.

▶ [Agriculture, Department of \(Commissioner of Agriculture\)](#)

Building partnerships for agriculture's future

▶ [Agricultural Marketing and Product Promotion, Office for](#)

This office assists farmers, agricultural businesses, and commodity groups to promote and market their products by expanding existing markets, as well as by developing domestic and international markets.

▶ [Consumer and Environmental Protection, Office for](#)

This Office oversees the Division of Regulation & Inspection, the Division of Food Distribution and the Division of Environmental Services.

▶ [Strategic Planning and Administration, Office for \(Department of Agriculture\)](#)

This office has two divisions: the Division of Personnel & Budget and the Division of Information Technology.

▶ [Veterinarian, Office of State](#)

Robert Stout, DVM, State Veterinarian

▶ [Attorney General](#)

Helping consumers and families, ensuring open government, fighting crime, promoting quality healthcare, and protecting seniors

▶ [Unified Prosecutorial System](#)

Supporting Kentucky's 177 prosecutors who fight on the front line in the war against drugs and violent crime

▶ [Attorneys, Commonwealth](#)

Click on a county to find the local Commonwealth Attorney's contact information.

▶ [Attorneys, County](#)

Look up the contact information for the County Attorney in your area.

▶ [Auditor of Public Accounts](#)

The Auditor of Public Accounts ensures that public resources are protected, accurately valued, properly accounted for, and effectively employed to raise the quality of life of Kentuckians.

▶ [Examination and Information Technology, Division of](#)

The Examination Branch performs special investigations on the use of public resources.

▶ [Financial Audit, Division of](#)

The Division of Financial Audit protects taxpayer resources by conducting audits of state agencies, fiscal courts, sheriffs, county and circuit clerks, special districts, schools, education cooperatives, and other entities which manage public funds.

▶ [Performance Audit, Division of](#)

The Division of Performance Audit was created to examine the effectiveness and efficiency of state government agencies.

▶ [Planning and Management, Office of](#)

The Office of Planning and Management provides administrative services for the Office of the Auditor of Public Accounts.

▶ [Lieutenant Governor](#)

▶ [Secretary of State](#)

The Kentucky Secretary of State oversees business filings in the state, public notary commissions, election information and much more.

▶ [Treasury, Kentucky State](#)

The Kentucky State Treasury is the chief clearinghouse for revenues that flow into state government.

▶ [Lottery, Kentucky](#)

▶ [Governor's Office](#)

Kentucky's Governor is the Chief Executive of many cabinets, agencies and offices that help make Kentucky a better place to live, work, and enjoy.

▶ [Agricultural Development Board](#)

The Kentucky Agricultural Development Board was created by the 2000 General Assembly. The Board serves to distribute 50% of the state monies received from the Master Settlement Agreement for the general purpose of agricultural development in the Commonwealth.

▶ [Budget Director, Office of the State](#)

We provide the Governor and the Commonwealth objective research, analysis, advice, and management assistance on policy, budget, financial, and economic issues to ensure the fiscal integrity and continuity of state government.

▶ [Department for Local Development](#)

The Department for Local Development provides financial help in the way of grant and loan assistance as well as advising local governments in matters of budget, personnel and other items relevant to those entities.

▶ [Appalachian Commission, Kentucky](#)

administrative purposes

▶ [East Kentucky Corporation](#)

EKC is a job recruitment organization that helps companies find sites and buildings in which to expand or relocate in our service area.

▶ [Financial Management and Administration, Division of](#)

The Governor's Office for Local Development provides technical assistance and oversight in the areas of procurement and financial management to counties, cities and special districts.

▶ [Kentucky Infrastructure Authority](#)

Basic infrastructure is a necessity for economic growth. Many of our Kentucky communities do not have the basic water, sewer, solid waste facilities and other infrastructure that they need for their citizens

▶ [Gas Systems Restoration and Development Project Account](#)

▶ [Legislative Services, Office for](#)

▶ [Local Initiatives for a New Kentucky Office](#)

Local Initiatives for a New Kentucky serves as the Governor's link throughout the Commonwealth of Kentucky.

▶ [Renaissance Kentucky Office](#)

The Governor's Office for Local Development administers the Renaissance Kentucky program-- an effort to bring together communities with the resources necessary to revitalize and restore the Commonwealth's downtown areas.

▶ [Human Rights, Kentucky Commission on](#)

Our mission is to eradicate discrimination in the Commonwealth through enforcement of the Kentucky Civil Rights Act.

▶ [Military Affairs, Commission on](#)

Building on Kentucky's strong military heritage, we envision a preeminent partnership between the Commonwealth and the nation's security interests that yields economic and cultural benefits for all Kentuckians.

▶ [Military Affairs, Department of](#)

Our mission is to provide highly trained, appropriately resourced and properly equipped professionals and unique services required to successfully meet state and federal missions worldwide.

▶ [Capital City Airport](#)

▶ [Community Crisis Response Board, Kentucky](#)

The Kentucky Community Crisis Response Board (KCCRB) has the primary responsibility to provide disaster mental health services for the Commonwealth. KCCRB is recognized as the lead disaster mental health agency by the Department for Mental Health and Mental Retardation Services (DMHMRS) (state mental health authority), Kentucky Division of Emergency Management (KyEM) and the American Red Cross (ARC).

▶ [Emergency Management, Division of](#)

The responsibilities of this division are to coordinate an emergency management system of mitigation, preparedness, response & recovery to protect the lives, environment & property of the people of Kentucky.

▶ [Veterans' Affairs, Department of](#)

Kentucky is home to more than 370,000 veterans. KDVA serves our veterans in three primary areas of support: healthcare, benefits, and cemeteries.

▶ [Women, Kentucky Commission on](#)

The KCW Web site is your source for helpful information relating to education, business, community involvement and more.

▶ [Homeland Security, Kentucky Office of](#)

The Office of Homeland Security is charged with leading the Commonwealth's coordination and collaboration efforts with public and private preparedness partners to ensure a Ready and Prepared Kentucky.

▶ [Minority Empowerment, Governor's Office of](#)

Our mission is to work for the success of minorities throughout the Commonwealth of Kentucky by promoting self-sufficiency through education and training and ensuring equal access to jobs and economic development thus improving the quality of life for all Kentuckians.

▶ [General Government Cabinet](#)

▶ [Boards and Commissions](#)

▶ [Accountancy, Board of](#)

The Board is responsible for licensing and regulating Certified Public Accountants (CPAs) and CPA firms in Kentucky.

▶ [Alcohol and Drug Abuse Counselors, Board of](#)

The purpose of the Board of Alcohol and Drug Counselors is to administer and enforce the statutory authority and to monitor the needs of the consuming public. The Board examines and certifies all eligible candidates for entry into the profession of Alcohol and Drug Counseling. It recommends appropriate changes in the law to assure fairness and equality.

▶ [Architects, Board of](#)

▶ [Auctioneers, Board of](#)

The primary purpose of this board is to protect the public through examination, licensure, and regulation of auctioneers, apprentice auctioneers, limited

livestock auctioneers, limited tobacco auctioneers, and auction house operators.

- ▶ [Bar Examiners, Board of](#)
Phone 859-246-2381
- ▶ [Barbering, Board of](#)
The role of the Board of Barbering is to protect the health and safety of the public against misrepresentation, deceit, or fraud in the practice or teaching of barbering. Phone 502-429-8841
- ▶ [Chiropractic Examiners, Board of](#)
The Kentucky Board of Chiropractic Examiners is the state agency responsible for protecting the public by licensing and regulating chiropractors.
- ▶ [Dentistry, Board of](#)
The purpose of the Board is to protect the public by statutes and regulation of the practice of dentists and dental hygienists.
- ▶ [Dietitians and Nutritionists, Board of Licensure and Certification for](#)
The purpose of the Board of Dietitians and Nutritionists is to administer and enforce the statutory authority and to monitor the needs of the consuming public. The Board licenses all eligible candidates for entry into the profession of Dietetics and Nutrition. It recommends appropriate changes in the law to assure fairness and equality.
- ▶ [Election Finance, Kentucky Registry of](#)
The Kentucky Registry of Election Finance administers and enforces the laws regulating the financing of state and local elections in Kentucky.
- ▶ [Elections, Board of](#)
The State Board of Elections is responsible for overseeing and administering elections in Kentucky.
- ▶ [Embalmers and Funeral Home Directors, Board of](#)
Phone 502-241-3918
- ▶ [Emergency Medical Services, Kentucky Board of](#)
The main purpose of the KBEMS is to certify first responders, emergency medical technicians, and to license paramedics and ambulance services and our mission is to provide the best possible emergency medical services for the Commonwealth of Kentucky.
- ▶ [Executive Branch Ethics Commission](#)
The Executive Branch Code of Ethics establishes the ethical standards that govern the conduct of all executive branch employees.
- ▶ [Fee-Based Pastoral Counselors, Board of Certification of](#)
The purpose of the Board of Fee-Based Pastoral Counselors is to administer and enforce the statutory authority and to monitor the needs of the consuming public. The Board certifies all eligible candidates for entry into the profession as Fee-Based Pastoral Counselor. It recommends appropriate changes in the law to assure fairness and equality.
- ▶ [Hairdressers and Cosmetologists, Board of](#)
The Kentucky State Board of Hairdressers & Cosmetologists was created to protect the health and safety of the general public, to protect the public against misrepresentation, deceit, or fraud in the practice or teaching of beauty culture, to set standards for the operation of the schools and salons, and to protect the students under the provisions of this chapters. Phone 502-564-4262
- ▶ [Hearing Instruments, Board of Licensing for Specialists in](#)
The purpose of the Board of Hearing Instrument Specialists is to administer and enforce the statutory authority and to monitor the needs of the consuming public. The Board examines and licenses all eligible candidates for entry into the profession of Hearing Instrument Dispensing. It recommends appropriate changes in the law to assure fairness and equality.
- ▶ [Interpreters for the Deaf and Hard of Hearing, Board of](#)
The purpose of the Board of Interpreters for the Deaf and Hard of Hearing is to administer and enforce the statutory authority and to monitor the needs of the consuming public. The Board licenses all eligible candidates for entry into the profession of Interpreting. It recommends appropriate changes in the law to assure fairness and equality.
- ▶ [Landscape Architects, Board of Examiners and Registration of](#)
Phone 859-246-2753
- ▶ [Marriage and Family Therapists, Board of Certification of](#)
The purpose of the Board of Marriage and Family Therapy is to administer and enforce the statutory authority and to monitor the needs of the consuming public. The Board examines and licenses all eligible candidates for entry into the profession of Marriage and Family Therapy. It recommends appropriate changes in the law to assure fairness and equality.
- ▶ [Massage Therapy, Kentucky Board of Licensure for](#)
The Kentucky Board of Licensure of Massage Therapy regulates the licensure of Massage Therapists in the Commonwealth of Kentucky.
- ▶ [Medical Licensure, Board of](#)
The Kentucky Board of Medical Licensure is responsible for safeguarding and promoting the public welfare by ensuring that licensure qualifications and standards of medical and osteopathic physicians are met and that appropriate disciplinary action is taken when violations of the Medical Practice Act occur.
- ▶ [Nursing Home Administrators, Board of](#)
The purpose of the Board of Nursing Home Administrators is to administer and enforce the statutory authority and to monitor the needs of the consuming public. The Board examines and licenses all eligible candidates for entry into the profession of Nursing Home Administration. It recommends appropriate changes in the law to assure fairness and equality.
- ▶ [Nursing, Board of](#)
The job of this board is to protect public health & welfare by development & enforcement of state laws governing the safe practice of nursing.
- ▶ [Occupational Therapy, Board of](#)
The purpose of the Board of Occupational Therapy is to administer and enforce the statutory authority and to monitor the needs of the consuming public. The Board examines and licenses all eligible candidates for entry into the profession of Occupational Therapy. It recommends appropriate changes in the law to assure fairness and equality.
- ▶ [Ophthalmic Dispensers, Board of](#)
The purpose of the Board of Ophthalmic Dispensers is to administer and enforce the statutory authority and to monitor the needs of the consuming public. The Board examines and licenses all eligible candidates for entry into the profession of Ophthalmic Dispensing. It recommends appropriate changes in the law to assure fairness and equality.
- ▶ [Optometric Examiners, Board of](#)
The Kentucky Board of Optometric Examiners consists of five (5) members appointed by the Governor. Four (4) members are practicing optometrists well grounded in the practice of optometry and one (1) citizen at large who is not associated with the practice of optometry.
- ▶ [Personnel Board](#)
The Personnel Board was established to safeguard the "merit system" for state government employees and to serve as an impartial adjudicator of employee-employer disputes for state government.
- ▶ [Pharmacy, Board of](#)
The Kentucky Board of Pharmacy serves the Commonwealth to promote, preserve, and protect the public health, safety, and welfare through effective

regulation of the practice of Pharmacy.

▶ [Physical Therapy, Board of](#)

This Board licenses all physical therapist and physical therapist assistants for the Commonwealth of Kentucky. This site has information helpful in applying for a license, newsletters, history of the Board and other information.

▶ [Podiatry, Board of](#)

The Board of Podiatry is an independent self-funded agency whose purpose is to protect the public by administering and enforcing the statutes and regulations concerning the practice of Podiatry.

▶ [Professional Art Therapists, Kentucky Board of Certification for](#)

The purpose of the Board of Professional Art Therapy is to administer and enforce the statutory authority and to monitor the needs of the consuming public. The Board examines and licenses all eligible candidates for entry into the profession of Art Therapy. It recommends appropriate changes in the law to assure fairness and equality.

▶ [Professional Counselors, Board of Certification for](#)

The purpose of the Board of Professional Counselors is to administer and enforce the statutory authority and to monitor the needs of the consuming public. The Board examines and licenses all eligible candidates for entry into the profession as a Professional Counselor. It recommends appropriate changes in the law to assure fairness and equality.

▶ [Professional Engineers and Land Surveyors, Board of Registration for](#)

This board was established to protect the public health, safety and welfare. This is accomplished through the licensing and monitoring of individuals and firms deemed qualified to practice.

▶ [Professional Geologists, Board of Registration for](#)

The purpose of the Board of Registration for Professional Geologists is to administer and enforce the statutory authority and to monitor the needs of the consuming public. The Board examines and licenses all eligible candidates for entry into the profession as a Professional Geologist. It recommends appropriate changes in the law to assure fairness and equality.

▶ [Psychologists, Board of Examiners of](#)

The purpose of the State Board of Psychology is to administer and enforce the statutory authority and to monitor the needs of the consuming public. The Board examines and licenses all eligible candidates for entry into the profession of Psychology. It recommends appropriate changes in the law to assure fairness and equality.

▶ [Real Estate Appraisers Board](#)

This board is charged with the responsibility of protecting the public interest through regulation, examination and certification or licensure of Kentucky Real Estate Appraisers pursuant to Kentucky Revised Statutes (KRS) Chapter 324A & 201 KAR Chapter 30.

▶ [Real Estate Commission](#)

The Commission is charged with the responsibility of protecting the public interest through regulation, examination and licensing of Kentucky real estate brokers and sales associates.

▶ [Respiratory Care, Board of](#)

The Kentucky Board of Respiratory Care is a government agency that regulates respiratory care practitioners and their services.

▶ [Social Work, Board of](#)

The purpose of the Board of Social Work is to administer and enforce the statutory authority and to monitor the needs of the consuming public. The Board examines and licenses all eligible candidates for entry into the profession of Social Work. It recommends appropriate changes in the law to assure fairness and equality.

▶ [Speech-Language Pathology and Audiology, Board of](#)

The purpose of the Board of Speech-Language Pathology and Audiology is to administer and enforce the statutory authority and to monitor the needs of the consuming public. The Board examines and licenses all eligible candidates for entry into the profession of Speech-Language Pathology and Audiology. It recommends appropriate changes in the law to assure fairness and equality.

▶ [Substance Abuse Policy, Agency for](#)

The vision of this agency is to have a Commonwealth of healthy communities free of the abuse of alcohol, tobacco and other drugs and related consequences.

▶ [Veterinary Examiners, Board of](#)

The purpose of the Board of Veterinary Examiners is to administer and enforce the statutory authority and to monitor the needs of the consuming public. The Board examines and licenses all eligible candidates for entry into the profession of Veterinary Medicine. It recommends appropriate changes in the law to assure fairness and equality.

▶ [Watchmaking, Board of Examiners in](#)

▶ [Universities](#)

▶ [Eastern Kentucky University](#)

Eastern Kentucky University was founded in 1906 with a faculty of seven. In 1909, when the first commencement was held, 11 people received degrees.

▶ [Kentucky Community and Technical College System](#)

Kentucky Community and Technical College System comprises 16 districts with 62 campuses open or under construction. KCTCS colleges change lives by providing accessible and affordable education and training through academic and technical associate degrees; diploma and certificate programs in occupational fields; pre-baccalaureate education; adult, continuing and developmental education; customized training for business and industry; and distance learning.

▶ [Kentucky State University](#)

KSU's educational mission, though centered on degree programs that emphasize liberal studies, also places considerable importance on the University's public service commitments.

▶ [Morehead State University](#)

In 117 years, the sweep of history has carried Morehead State University and its predecessor institution, the Morehead Normal School, from one makeshift classroom to the high-tech world of Internet-based classes and a radio telescope which reaches from a campus hillside literally to the stars.

▶ [Murray State University](#)

If you are looking for small classes, friendly people and professors who want you to succeed, Murray is your kind of place.

▶ [Northern Kentucky University](#)

NKU offers 60 bachelor's, 12 associate and 9 graduate degree programs.

▶ [University of Kentucky](#)

The University of Kentucky, located in Lexington, Kentucky, is the state's only comprehensive, land-grant research university.

▶ [University of Louisville](#)

The University of Louisville is a state supported research university located in Kentucky's largest metropolitan area.

▶ [Western Kentucky University](#)

Located on a hill overlooking the city of Bowling Green, the Western campus is acclaimed as one of the most beautiful in the nation. The portion of the

campus known as College Heights commands an impressive view of the Barren River Valley and is a distinctive landmark of the city.

▶ [Governor's Chief of Staff](#)

▶ [Education Cabinet](#)

The eleven agencies of the Education Cabinet help make Kentucky a better place to live, learn and work.

▶ [Adult Education, Foundation for](#)

▶ [Budget and Administration, Office of](#)

▶ [Administrative Services, Division of](#)

▶ [Human Resources, Division of](#)

▶ [Technology Services, Division of](#)

▶ [Center for School Safety, Board of Directors for the](#)

Through its partner agencies, the Kentucky Center for School Safety will provide training in best and promising practices with regard to supporting students, teachers, and other school and community providers.

▶ [Client Assistance Program](#)

▶ [Communication, Office of \(Education\)](#)

▶ [Deaf and Hard of Hearing, Kentucky Commission on the](#)

Our mission is to provide effective leadership, education, advocacy and programs to eliminate barriers and to meet the social, economic, educational, cultural and intellectual needs of deaf and hard of hearing Kentuckians.

▶ [Education Professional Standards Board](#)

EPSB is the standards and accreditation agency for Kentucky teachers and administrators and for programs of education at Kentucky colleges and universities.

▶ [Certification, Division of](#)

The Division of Certification is responsible for issuing and renewing certificates for all Kentucky teachers and administrators.

▶ [Educator Preparation, Division of](#)

The Division of Educator Preparation ensures that preparation programs for Kentucky educators meet established standards of quality.

▶ [Legal Services, Division of](#)

EPSB Legal Services has six primary responsibilities related to certified teachers and administrators: processing mandatory character and fitness applications; investigating violations of the board's code of ethics; investigating complaints of misconduct; processing reinstatement applications; answering open records requests; informing other states of adverse actions against certificates.

▶ [Professional Learning and Assessment, Division of](#)

The Division of Professional Learning and Assessment supports the mission of the Education Professional Standards Board (EPSB) by maintaining the array of tests required for teacher and administrator certification, and by overseeing an active research agenda.

▶ [Education, Department of](#)

The Kentucky Department of Education is a service agency of the Commonwealth of Kentucky. The department provides resources and guidance to Kentucky's public schools and districts as they implement the state's K-12 education requirements.

▶ [Early Childhood Business Council](#)

administrative purposes

▶ [Early Childhood Development Authority, The](#)

administrative purposes

▶ [Early Childhood Development, Division of](#)

The future strength of the Commonwealth of Kentucky depends upon the healthy development of our youngest citizens.

▶ [Early Childhood Professional Development Council](#)

administrative purposes

▶ [Early Intervention System Interagency Coordinating Council, The Kentucky](#)

administrative purposes

▶ [Education, Kentucky Board of](#)

As mandated by Kentucky law, the Kentucky Board of Education develops and adopts the regulations that govern Kentucky's 176 public school districts and the actions of the Kentucky Department of Education.

▶ [Kentucky Virtual High School \(KVHS\)](#)

KVHS courses are delivered to public high school students and teachers throughout the Commonwealth via the Kentucky Education Technology System. The students receive credit from their local high school.

▶ [Environmental Education Council, Kentucky](#)

The Kentucky Environmental Education Council was established to improve Kentuckians understanding of their environment.

▶ [Foundation For Workforce Development](#)

▶ [Governor's Scholars Program](#)

The Governor's Scholars Program strives to enhance Kentucky's next generation of civic and economic leaders and to create models of educational excellence for teachers and students.

▶ [Kentucky Educational Television \(KET\)](#)

Kentucky Educational Television signed on the air in September 1968 as Kentucky's statewide public broadcasting network. Today, KET is the largest PBS member network in America.

▶ [Teachers' Retirement System, Kentucky \(KTRS\)](#)

The Kentucky Teachers' Retirement System serves the professional educators of the Commonwealth of Kentucky.

▶ [Legal Services, Office of \(Education\)](#)

▶ [Legislative and Intergovernmental Affairs, Office of \(Education\)](#)

▶ [Libraries and Archives, Department for](#)

The Kentucky Department for Libraries and Archives serves Kentucky's need to know by assuring equitable access to high quality library and information resources and services and by helping public agencies ensure that adequate documentation of government programs is created, efficiently maintained and made readily accessible.

▶ [Martin Luther King Commission](#)

Founded in August 1992, the mission of the Martin Luther King, Jr. State Commission is to promote the principles of racial equality and nonviolent social

change espoused by the late civil rights leader.

▶ [Office of the Secretary \(Education\)](#)

▶ [Postsecondary Education, Council on](#)

The council coordinates change and improvement in Kentucky's postsecondary education system as directed by the 1997 Kentucky Postsecondary Education Improvement Act.

▶ [Kentucky Adult Education](#)

The mission of this agency is to provide a responsive and innovative adult education system that enables students to achieve and prosper.

▶ [Kentucky Virtual Adult Education \(KYVAE\)](#)

This award-winning website, a partnership between the Kentucky Adult Education and the Kentucky Virtual University, was created in 2001 to help Kentucky adults achieve their education goals, which include skills improvement, grade level goals and/or completion of the GED. The many different online curriculum products offered free to eligible Kentuckians are supported online by trained adult educators.

▶ [Kentucky Virtual Library \(KYVL\)](#)

Open seven days a week, 24 hours a day, the KYVL provides resources for K-12 students, librarians and educators, college and university faculty and students, and adult education educators and learners. KYVL supports the lifelong learning for all Kentuckians.

▶ [Kentucky Virtual University \(KYVU\)](#)

The state's official virtual campus opened its doors to students in the fall of 1999. KYVU offers one-stop access to affordable college credit courses and professional development programs offered online from colleges, universities and state agencies. Students receive their academic or continuing education credit from the KYVU providers.

▶ [State Rehabilitation Council, Kentucky Department for the Blind](#)

▶ [Statewide Council for Vocational Rehabilitation](#)

The Statewide Council for Vocational Rehabilitation (SCVR) reviews, analyzes, and advises the Kentucky Office of Vocational Rehabilitation (OVR).

▶ [Statewide Independent Living Council](#)

▶ [Technical Education Personnel Board, Kentucky](#)

▶ [Unemployment Insurance Commission](#)

▶ [Workforce Investment Board, Kentucky](#)

▶ [Workforce Investment, Department of](#)

Workforce Investment connects Kentucky to employment, workforce information, education and training.

▶ [Blind, Office for the](#)

The Kentucky Department for the Blind is a state government rehabilitation agency that offers assistance to persons who are blind or visually impaired.

▶ [Consumer Services, Division of \(Office for the Blind\)](#)

The counselor at your local office will help you prepare for and obtain employment.

▶ [Kentucky Business Enterprise, Division of](#)

The Kentucky Business Enterprises Program is one of the leading United States vending and food services programs operated by people who are blind.

▶ [Career and Technical Education, Office of](#)

Our mission is to develop a versatile individual by providing technical education and skills training.

▶ [Secondary Education and Technical Training, Division of](#)

▶ [Employment and Training, Office of](#)

The Office of Employment and Training, in cooperation with its partners, shall provide qualified people for jobs, quality jobs for people, temporary financial support for the unemployed, comprehensive labor market information, and preserve the integrity and viability of the Unemployment Insurance Trust Fund, thus promoting the economic well-being of the Commonwealth.

▶ [Field Services, Division of](#)

▶ [Unemployment Insurance, Division of](#)

There are many complex areas within the Unemployment Insurance Program. We have provided links to information that we hope will help you better understand the program and possibly answer some of the questions you may have relating to your Unemployment Insurance claim.

▶ [Workforce Services, Division of](#)

The Kentucky Office of Employment and Training can assist you with all your employment-related needs.

▶ [Vocational Rehabilitation, Office of](#)

The Kentucky Office of Vocational Rehabilitation assists Kentuckians with disabilities to achieve suitable employment and independence.

▶ [Carl D. Perkins Rehabilitation Center, Division of](#)

The mission of the Perkins Center is to provide services to individuals with disabilities so they may achieve suitable employment and independence.

▶ [Program Services, Division of](#)

Access services available through the Office of Vocational Rehabilitation

▶ [ADA Coordinator, Office of the](#)

Kentucky Americans with Disabilities Act Coordinator. The purpose of this web site is to inform people with disabilities of their rights and available programs.

▶ [Energy and Environment Cabinet](#)

▶ [Natural Resources, Department for](#)

The Kentucky Department for Natural Resources, through its divisions and partnerships, provides technical assistance, educational programs, and funding to assist in conserving and sustaining Kentucky's natural resources.

▶ [Abandoned Mine Lands, Division of](#)

The Division of Abandoned Mine Lands (AML) works throughout the states coal fields to protect the public from health and safety problems caused by mining that occurred prior to 1982.

▶ [Commissioner, Office of the \(Natural Resources\)](#)

The Commissioner provides guidance on cabinet and department policy and oversight to the divisions; and coordinates department partnerships.

- ▶ [Conservation, Division of](#)
In our web site you will find information on our division's programs as well as links to other soil, water, and resource conservation activities.
- ▶ [Explosives and Blasting, Division of](#)
- ▶ [Forestry, Division of](#)
Kentucky forests have played as much a part in the state's history as did Daniel Boone and other early pioneers.
- ▶ [Investigation, Division of](#)
- ▶ [Mine Permits, Division of](#)
The Commonwealth of Kentucky has primacy for the regulation and oversight of surface coal mining activities conducted within the state.
- ▶ [Mine Reclamation and Enforcement, Division of](#)
An important aspect of our environmental regulatory program is the acknowledgement of excellence in mining and reclamation activities.
- ▶ [Mine Safety and Licensing, Office of](#)
- ▶ [Oil and Gas Conservation, Division of](#)
- ▶ [Safety Analysis Training and Certification, Division of](#)
- ▶ [Safety Inspection and Licensing, Division of](#)
- ▶ [Technical and Administrative Support, Office of](#)
- ▶ [Secretary, Office of the \(EPPC\)](#)
 - ▶ [Administrative and Information Services, Office of](#)
 - ▶ [Budgets and Auditing, Division of](#)
 - ▶ [Fiscal Management, Division of](#)
 - ▶ [Human Resource Management, Division of](#)
 - ▶ [Information Services, Division of](#)
 - ▶ [Administrative Hearings, Office of \(EPPC\)](#)
This Office holds administrative, adjudicatory hearings upon the filing of a petition or complaint, and recommends to the Cabinet Secretary the final action that should be taken.
 - ▶ [Communications and Public Outreach, Office of](#)
 - ▶ [Environmental Quality Commission, Kentucky](#)
Since 1972, the Kentucky Environmental Quality Commission, a seven-member citizen advisory board, has worked to strengthen the public role in solving environmental problems in our communities and the state.
 - ▶ [Inspector General, Office of \(EPPC\)](#)
The Office of Inspector General is dedicated to provide accurate and impartial investigative support to cabinet management and to serve as liaison with the law enforcement community.
 - ▶ [Legal Services, Office of](#)
 - ▶ [Charitable Gaming and Alcohol Beverage Control Legal Division](#)
The Office of General Counsel is responsible for processing open records requests, providing legal opinions, drafting statutes and regulations, and representing the Department at public meetings and administrative hearings.
 - ▶ [Environmental Protection Legal Division](#)
 - ▶ [Executive Director, Office of the](#)
 - ▶ [Financial Institution Legal Division](#)
 - ▶ [Housing, Buildings and Construction Legal Division](#)
 - ▶ [Insurance Legal Division](#)
The Legal section conducts administrative hearings on matters ranging from rate filings to the illegal activities of agents and companies with respect to civil violations of the Kentucky Insurance Code and assists with criminal prosecution of insurance fraud.
 - ▶ [Labor Legal Division](#)
The General Counsel serves as legal counsel for the Secretary of Labor in matters for which the Cabinet is responsible.
 - ▶ [Natural Resources Legal Division](#)
 - ▶ [Public Protection Legal Division](#)
 - ▶ [Workers Claims Legal Division](#)
 - ▶ [Legislative and Intergovernmental Affairs, Office of](#)
 - ▶ [Mine Safety Review Commission](#)
Recognizing that the highest priority and concern of the Commonwealth must be the health and safety of the coal industry's most valuable resource, the miner, resulted in the creation of the Mine Safety Review Commission.
 - ▶ [Nature Preserves Commission, Kentucky State](#)
KSNPC's staff botanists, zoologists, ecologists, land managers and data managers work with others to protect our natural heritage and educate Kentuckians about its importance.
 - ▶ [Regulatory Affairs, Office of](#)
 - ▶ [Workers Compensation Board](#)
- ▶ [Finance and Administration Cabinet](#)
Finance and Administration is, in many ways, a hub for all state government operations. Its wide-ranging duties include policy development, procurement of goods and services, the maintenance of state-owned facilities, and employee training--to name just a few.
 - ▶ [Administrative Services, Office of \(Finance and Administration\)](#)
This office oversees the state's purchasing and procurement functions, central printing and postal operations, in-house graphics design and visual arts, surplus property disposal and risk management functions of state government.
 - ▶ [Administrative Support Services, Division of](#)
 - ▶ [Budget and Planning, Division of](#)
 - ▶ [Human Resources, Division of](#)

- ▶ [Postal Services, Division of](#)
The Department for Administration's Division of Postal Services operates within the Finance and Administration Cabinet, and serves through five mail rooms approximately 125 state cabinets and agencies.
- ▶ [Printing Services, Division of](#)
The Division of Printing provides printing and copy services to agencies of the Commonwealth of Kentucky.
- ▶ [Controller, Office of the](#)
The Controller's Office is responsible for all state accounting policies and procedures, cash management and strategic financial planning.
 - ▶ [Customer Resource Center, Office of](#)
The Customer Resource Center provides Help Desk support, training, and continuous process improvement services for state employees in administrative services job functions and for vendors who do business with the Commonwealth.
 - ▶ [Financial Management, Office of](#)
The Office of Financial Management's statutory requirements include analyzing and managing short-term and long-term cash flow requirements and much more.
 - ▶ [Local Government Services, Division of](#)
 - ▶ [Material and Procurement Services, Office of](#)
The Division of Material and Procurement Services offers a number of materials and tools to assist customers with Commonwealth procurement activities.
 - ▶ [Policy and Audit, Office of](#)
The Finance and Administration Cabinet's Division of Administrative Policy and Audit provides guidance to agencies on pre-audit and post-audit policy and records management.
 - ▶ [Statewide Accounting Services, Division of](#)
- ▶ [Facilities and Support Services, Department for](#)
The Department for Facilities Management is responsible for the management and administration of the Commonwealth's capital construction program, real property acquisition, disposition and leasing program, and daily operation of state-owned office buildings and other assigned state properties.
 - ▶ [Building and Mechanical Services, Office of](#)
 - ▶ [Building Services, Division of](#)
The Division of Building Services is responsible for small construction projects, moving services for state agencies, snow removal services for parking lots and walkways, groundskeeping and landscaping, janitorial services, and other day-to-day building operations.
 - ▶ [Mechanical Services, Division of](#)
The Division of Mechanical Maintenance and Operations consists of three branches: Operations, Maintenance and Repair, and Electronic Security and Energy Management. The Division is responsible for all mechanical operations of Department operated buildings, including heating, ventilation, air conditioning, elevator maintenance, energy management, lighting and electrical service and electronic security.
 - ▶ [Engineering and Contract Administration, Division of](#)
 - ▶ [Historic Properties, Division of](#)
The Division of Historic Properties is responsible for the management, maintenance and preservation of all state-owned historic properties.
 - ▶ [Real Properties, Division of](#)
The Division of Real Properties implements applicable statutes for the acquisition, leasing, utilization, inventory and sale or disposal of real property owned by the Commonwealth except for highway right-of-way acquisitions.
 - ▶ [Surplus Properties, Division of](#)
The Division of Surplus Property is responsible for the disposal of state and federal surplus personal property.
- ▶ [General Counsel, Office of](#)
 - ▶ [Legal Services for Finance and Technology, Office of](#)
 - ▶ [Legal Services for Revenue, Office of](#)
 - ▶ [Protest Resolution, Division of](#)
- ▶ [Public Information, Office of](#)
- ▶ [Revenue, Department of](#)
Our Goal is to help you access information and forms relevant to your Individual or business needs
 - ▶ [Field Operations, Office of](#)
 - ▶ [Income Taxation, Office of](#)
Information and forms for individual income taxes.
 - ▶ [Corporation Tax, Division of](#)
 - ▶ [Individual Income Tax, Division of](#)
 - ▶ [Legislative Services, Division of](#)
 - ▶ [Processing and Enforcement, Office of](#)
 - ▶ [Collections, Division of](#)
 - ▶ [Operations, Division of](#)
 - ▶ [Registration and Data Integrity, Division of](#)
 - ▶ [Property Valuation \(Individuals\), Office of](#)
Information, rates, and forms for individual property taxes.
 - ▶ [Local Valuation, Division of](#)
 - ▶ [Minerals Taxation and GIS Services, Division of](#)
 - ▶ [State Valuation, Division](#)
 - ▶ [PVA Office \(Accounting\)](#)
 - ▶ [Sales and Excise Taxes, Office of](#)

Information and forms for sales tax

- ▶ [Miscellaneous Taxes, Division of](#)
- ▶ [Sales and Use Tax, Division of](#)
- ▶ [Taxpayer Ombudsman, Office of the](#)
The Office of the Taxpayer Ombudsman serves as an advocate for taxpayer's rights.
- ▶ [Property Valuation \(Business\), Office of](#)
Information, rates, and forms for property taxes for businesses.
- ▶ [Technology, Commonwealth Office of \(COT\)](#)
An office in the Finance and Administration Cabinet that sets enterprise standards and policies for information technology in state government and offers infrastructure and IT development support for the business needs of state agencies.
 - ▶ [911 Coordinator, Office of the](#)
The CMRS Board is charged with administrating the CMRS fund for the purpose of implementing wireless emergency 911 service through out Kentucky in accordance with State and Federal Legislation and Regulation.
 - ▶ [Consulting and Project Management, Office of](#)
Access COT's consulting services list.
 - ▶ [Centers of Expertise, Division of](#)
 - ▶ [Financial Systems, Division of](#)
 - ▶ [General Government Systems, Division of](#)
 - ▶ [Human Services Systems, Division of](#)
 - ▶ [Transportation Systems, Division of](#)
 - ▶ [Enterprise IT Policy and Planning, Office of](#)
 - ▶ [Enterprise Architecture, Division of](#)
 - ▶ [Geographic Information , Division of](#)
OGI works with both state and local government, and serves as a liaison to federal mapping agencies.
 - ▶ [IT Contract and Asset Management, Division of](#)
 - ▶ [Relationship and Service Management, Division of](#)
 - ▶ [Infrastructure Services, Office of](#)
 - ▶ [Communication Services, Division of](#)
Access communications services available from COT.
 - ▶ [Computing Services, Division](#)
Access computing services available from COT.
 - ▶ [Infrastructure Support, Division of](#)
 - ▶ [Kentucky Retirement Systems](#)
Kentucky Retirement Systems is responsible for the investment of funds and administration of benefits for over 267,000 state and local government employees in the Commonwealth of Kentucky.
- ▶ [Health and Family Services, Cabinet for](#)
The Cabinet for Health and Family Services is the state government agency that administers programs to promote the mental and physical health of Kentuckians and support Kentucky's families.
 - ▶ [Administrative and Fiscal Affairs, Executive Director for](#)
 - ▶ [Contract Oversight, Office of](#)
 - ▶ [Contract Accountability, Division of](#)
 - ▶ [Contract Development, Division of](#)
 - ▶ [Fiscal Services, Office of](#)
 - ▶ [Facilities Management, Division of](#)
 - ▶ [Financial Reporting, Division of](#)
 - ▶ [General Accounting, Division of](#)
 - ▶ [Technology, Office of Information \(CHFS\)](#)
Under the Cabinet for Health and Family Services, this office ensures that their business units use technology to efficiently and effectively deliver comprehensive health and family services to Kentuckians.
 - ▶ [Network Management, Division of](#)
 - ▶ [Systems Management, Division of](#)
 - ▶ [User Support, Division of](#)
 - ▶ [Office of Human Resource Management](#)
The Office of Human Resource Management is committed to building and sustaining a positive work environment for all Cabinet employees.
 - ▶ [Children and Family Services, Executive Director for](#)
 - ▶ [Children with Special Health Care Needs, Commission for](#)
Our mission is to plan, develop, provide and evaluate the public statewide system of care for children with developmental delays and children with special health care needs.
 - ▶ [Administrative Services, Division of](#)
 - ▶ [Health and Development, Division of](#)
 - ▶ [Quality Outcomes Management, Division of](#)

- ▶ [Community Based Services](#)

The Department for Community Based Services (DCBS) is responsible for child and adult protection, foster care and adoption, and services to enhance family self-sufficiency, including food stamps and cash assistance.

 - ▶ [Administration and Financial Management, Division of](#)
 - ▶ [Child Support, Division of](#)

The Division of Child Support (DCS) is the state IV-D agency responsible for administering the child support program, which includes providing location services, establishing paternity and child support, enforcing support orders, establishing and enforcing medical support, and collecting and distributing support payments.
 - ▶ [East Service Regions, Division of](#)
 - ▶ [Family Support, Division of](#)
 - ▶ [Policy Development, Division of](#)
 - ▶ [Protection and Permanency, Division of](#)
 - ▶ [West Service Regions, Division of](#)
- ▶ [Health, Executive Director for](#)
 - ▶ [Certificate of Need, Office of](#)
 - ▶ [Medicaid Services, Department for](#)

Our mission is to responsibly purchase quality healthcare and related services that produce positive outcomes for persons eligible for programs administered by the Department.

 - ▶ [Administration and Financial Management, Division of](#)
 - ▶ [Children's Health Insurance, Division of](#)

Our mission is to provide health insurance coverage to low income, uninsured children.
 - ▶ [Claims Management, Division of](#)
 - ▶ [Long Term Care and Community Alternatives, Division of](#)
 - ▶ [Medical Management and Quality Assurance, Division of](#)
 - ▶ [Mental Health and Mental Retardation Services, Department for](#)

Our mission is to provide leadership, in partnership with others, to prevent disability, build resilience in individuals and their communities, and facilitate recovery for people whose lives have been affected by mental illness, mental retardation or other developmental disability, substance abuse or an acquired brain injury.

 - ▶ [Administration and Financial Management, Division of](#)
 - ▶ [Commissioner, Office of the](#)
 - ▶ [Mental Health and Substance Abuse Services, Division of](#)
 - ▶ [Mental Retardation, Division of](#)
 - ▶ [Public Health, Department for](#)

Find information on local health departments, product recalls, vital records and more.

 - ▶ [Administration and Financial Management, Division of](#)
 - ▶ [Adult and Child Health Improvement, Division of](#)

The Division of Adult & Child Health promotes the health of mothers and children by developing systems of care and by providing health and nutrition services to women, infants, and children.
 - ▶ [Epidemiology and Health Planning, Division of](#)

The Division of Epidemiology & Health Planning is responsible for the control of communicable disease, disease surveillance and investigation, injury prevention and research, vital statistics, and health data.
 - ▶ [Laboratory Services, Division of](#)

The Division of Laboratory Services makes reliable laboratory facilities available for the protection of health in the Commonwealth.
 - ▶ [Public Health Protection and Safety, Division of](#)

The Division of Public Health Protection & Safety includes programs related to the enforcement of public health regulations for environmental health and community safety.
- ▶ [Human Services, Executive Director for](#)
 - ▶ [Disability Determination Services, Department for](#)

The Department for Disability Determination Services makes disability determinations on behalf of the Commissioner of Social Security for residents of Kentucky.
 - ▶ [Human Support Services, Department for](#)
 - ▶ [Aging and Independent Living, Department for](#)

The Department for Aging and Independent Living is the federally designated State Unit on Aging for Kentucky's seniors and the state coordinating agency for services to young adults with physical disabilities.
 - ▶ [Child Abuse and Domestic Violence Services, Division of](#)
 - ▶ [Community Volunteerism and Service, Kentucky Commission on](#)

Volunteers and members provide a range of services throughout the Commonwealth.
 - ▶ [Family Resource and Youth Services Centers, Division of](#)

The Division of Family Resource and Youth Services Centers provides administrative support, technical assistance, and training to the local school-based Family Resource and Youth Services Centers.
 - ▶ [Women's Physical and Mental Health, Division of](#)

The Kentucky Office of Women's Physical and Mental Health is a small office with a big goal: to improve the health and well-being of Kentucky's women.
 - ▶ [Ombudsman, Office of the](#)

Office of the Ombudsman answers questions about CHFS programs, investigates client complaints and works with CHFS management to resolve them. The Office of the Ombudsman advises CHFS management about patterns of complaints and recommends corrective action when appropriate.

- ▶ [Program Integrity, Division of](#)
- ▶ [Legal Services, Office of](#)
 - ▶ [Administrative Law and Litigation, Division of](#)
 - ▶ [Field Operations, Division of](#)
- ▶ [Legislative and Public Affairs, Office of](#)
 - ▶ [Administrative Hearings, Division of](#)
 - ▶ [Communications, Division of](#)
 - ▶ [Legislative Affairs, Division of](#)
- ▶ [Inspector General, Office of \(Health and Family Services\)](#)

The Inspector General's Office is responsible for conducting audits and investigations for detecting the perpetration of fraud or abuse of any program by any client, or by any vendor of services with whom the cabinet has contracted.

 - ▶ [Audits and Detection, Division of \(Health and Family Services\)](#)

The Division of Audits conducts audits for the purpose of detecting the perpetration of fraud or abuse of any program by any client, or by any vendor of services with whom the Cabinet has contracted.
 - ▶ [Fraud, Waste, and Abuse Identification and Prevention, Division of](#)

The Division of Fraud, Waste and Abuse/Identification and Prevention is responsible for planning, developing and directing agency efforts to identify and prevent fraud, waste and abuse in the Medicaid program, and all other welfare programs administered by the Cabinet for Health and Family Services.
 - ▶ [Health Care Facilities and Services, Division of](#)

The Division of Community Health Services is responsible for the licensing and Medicare/Medicaid certification of all health-care facilities other than long-term care facilities.
 - ▶ [Regulated Child Care, Division of \(Health and Family Services\)](#)

The Division of Licensed Child Care is responsible for licensing child day care programs, residential child caring facilities and child-placing agencies.
 - ▶ [Special Investigations, Division of](#)

The Division of Special Investigations is responsible for detecting and investigating fraud, abuse, waste, and misconduct by providers, clients, employees and contractors of the Cabinet Health and Family Services.
- ▶ [Justice and Public Safety Cabinet](#)

The Justice and Public Safety Cabinet is the state entity responsible for criminal justice services.
- ▶ [Corrections, Department of](#)

Protecting the citizens of Kentucky by providing a safe, secure and humane environment for staff and offenders.

 - ▶ [Adult Institutions, Office of](#)

Adult Institutions has nearly 2,897 employees, the majority employed within the state's twelve correctional institutions.

 - ▶ [Bell County Forestry Camp Division](#)

This facility, which opened in 1962, provides inmate labor to the Division of Forestry for fire fighting and fire break clearing.
 - ▶ [Blackburn Correctional Complex Division](#)

The Blackburn Correctional Complex is the largest minimum security facility operated by the Department of Corrections.
 - ▶ [Eastern Kentucky Correctional Complex Division](#)

Eastern Kentucky Correctional Complex is a medium security institution located in the Appalachian Region of Morgan County in Eastern Kentucky. This facility is the largest in the states penal system with an inmate population of 1600.
 - ▶ [Frankfort Career Development Center Division](#)

The Frankfort Career Center is a 205-man minimum security facility whose inmates are assigned to a governmental services work detail providing supplemental labor for agencies in state government.
 - ▶ [Green River Correctional Complex Division](#)

Green River Correctional Complex is a 982 bed medium / minimum security adult male correctional facility located in Central City, KY.
 - ▶ [Kentucky Correctional Institution for Women Division](#)

The Kentucky Correctional Institute for Women is the Department's only institution for women.
 - ▶ [Kentucky State Penitentiary Division](#)

The Kentucky State Penitentiary is the Department's oldest and only maximum security facility.
 - ▶ [Kentucky State Reformatory Division](#)

The Kentucky State Reformatory located in LaGrange, opened in 1937; it is a medium security facility.
 - ▶ [Little Sandy Correctional Complex Division](#)
 - ▶ [Luther Lockett Correctional Complex Division](#)

The Luther Lockett Correctional Complex was the first security institution to be built in Kentucky since the Kentucky State Reformatory in 1937.
 - ▶ [Medical Services, Division of](#)
 - ▶ [Mental Health Services Division](#)
 - ▶ [Northpoint Training Center Division](#)

The Northpoint Training Center was opened in 1983. It is a medium security facility which houses 1,106 inmates.
 - ▶ [Operations and Program Services Division](#)
 - ▶ [Roederer Correctional Complex Division](#)

The Roederer Correctional Complex is situated approximately 3 miles south of LaGrange, Kentucky and approximately 20 miles north of Louisville, Kentucky.
 - ▶ [Western Kentucky Correctional Complex Division](#)

The Western Kentucky Correctional Complex is a medium security facility which includes a 200-bed minimum security unit.
 - ▶ [Community Services and Facilities, Office of](#)
 - ▶ [Local Facilities, Division of](#)

The Division of Local Facilities is charged with overseeing community-based residential programs for inmates and enforcement of minimum jail standards.

- ▶ [Probation and Parole, Division of](#)
The primary function of the Division of Probation & Parole is to protect the citizens of the Commonwealth through the supervision of offenders who have been placed on probation or parole.
- ▶ [Corrections and Community Service, Commission on](#)
- ▶ [Corrections Commission, Kentucky State](#)
Our purpose is to fund projects, which work to achieve a reduction in commitments to the state correctional system, thus lessening the need to build additional prisons.
- ▶ [Personnel Division](#)
- ▶ [Support Services, Office of](#)
 - ▶ [Administrative Services, Division of](#)
 - ▶ [Correctional Industries, Division of](#)
Kentucky Correctional Industries (KCI) is a self-supporting division of the Kentucky Department of Corrections under the Justice and Public Safety Cabinet that employs hundreds of inmates in the production of goods and services in Kentucky's major penal institutions.
 - ▶ [Corrections Training, Division of](#)
We are committed to providing consistent and current information to participants in a safe and effective learning environment.
- ▶ [Criminal Justice Training, Department of](#)
The Department of Criminal Justice Training (DOCJT) is a nationally ranked public safety and law enforcement agency that provides law enforcement officers in Kentucky with state-of-the-art training.
 - ▶ [Administrative Division \(Department of Criminal Justice Training\)](#)
The Administrative Division is comprised of the Grants, Accounting, Personnel and Compliance Sections.
 - ▶ [Training Operations Division \(Department of Criminal Justice Training\)](#)
The Training Operations Division is comprised of the Basic Training Branch and the Professional Development Training Branch.
 - ▶ [Training Support Division \(Department of Criminal Justice Training\)](#)
The Training Support Division is comprised of the Supply Branch and Information Systems Branch.
- ▶ [Drug Control Policy, Office of](#)
The newly formed Office of Drug Control Policy (ODCP) will coordinate Kentucky's response to substance abuse; close gaps in service and administrative issues to improve drug control programs; and implement effective strategies and long range planning in Kentucky.
- ▶ [Investigations, Office of \(Justice and Public Safety\)](#)
The Office of Investigations is responsible for all matters relating to the investigation of white-collar crime, waste, fraud and abuse in within the Cabinet and across the entire Executive Branch.
- ▶ [Juvenile Justice, Department of](#)
The Department's vision is to be an organization of well-trained professionals dedicated to the positive development of youth who contribute to safe and caring communities.
 - ▶ [Administrative Services, Division of \(Juvenile Justice\)](#)
Administration Services Division Director Mike Mullins provides coordination and oversight of capital construction, information systems, fiscal responsibilities and personnel matters for the Kentucky Department of Juvenile Justice.
 - ▶ [Central Region, Division of](#)
Division Director Sherre Smith-Jones provides coordination for all Department of Juvenile Justice facilities, programs and services in the Department's Central Region Division.
 - ▶ [Eastern Region, Division of](#)
Division Director Roger McMaster provides coordination for all Department of Juvenile Justice facilities, programs, and services in DJJs West Region Division.
 - ▶ [Medical Services, Division of](#)
The Department of Juvenile Justice seeks to ensure that all youth placed in its care receive appropriate medical screenings and services.
 - ▶ [Placement Services, Division of \(Juvenile Justice\)](#)
The Division for Placement Services includes two branches--Transportation and Classification. The division also provides coordination of detention services and alternatives to secure detention programming.
 - ▶ [Program Services, Division of](#)
The Program Services Division Director provides coordination of the Department's Program Development, Quality Assurance and Education staff, as well as the Department's research efforts.
 - ▶ [Western Region, Division of](#)
Director Diana McGuire provides coordination for all Department of Juvenile Justice facilities, programs and services in DJJs East Region Division.
- ▶ [Legal Services, Office of \(Justice and Public Safety\)](#)
The office of Legal Services provides general legal services to the Cabinet.
- ▶ [Legislative and Intergovernmental Services, Office of](#)
- ▶ [Management and Administrative Services, Office of \(Justice and Public Safety\)](#)
This division handles all fiscal matters including accounting, purchasing, and payroll for the Cabinet.
 - ▶ [Communications Division](#)
- ▶ [Medical Examiner, Office of the State](#)
Recognized as national leaders in their respective fields, the Kentucky State Medical Examiner's Division staff assists Kentucky coroners in all aspects of death investigations.
- ▶ [Parole Board](#)
As the primary releasing authority for all convicted felons and youthful offenders, the Kentucky Parole Board conducts thousands of hearings annually--for both victims and offenders.
- ▶ [Public Advocacy, Department for](#)
OPA represents over 100,000 citizens each year in KY's trial and appellate courts. The staff of the Kentucky's statewide defender program protects what we value most - our liberty and our life.
 - ▶ [Law Operations, Division of](#)
The Law Operations Division, led by Al G. Adams, provides administrative support for the Kentucky Public Advocacy statewide system in order to fulfill the statutory mandate of high quality representation of clients.

- ▶ [Post-Trial Services, Division of](#)
The Post-Trial Division, led by Rebecca Ballard DiLoreto, has five branches providing legal representation in state and federal court to persons convicted/or incarcerated in Kentucky.
- ▶ [Protection and Advocacy Division](#)
The Protection and Advocacy (P&A) Division, led by Maureen Fitzgerald, is a federally funded independent Division within DPA which protects and promotes the rights of Kentuckians with disabilities
- ▶ [Trial Services, Division of](#)
The Trial Division provides service to indigent individuals accused of crime and facing a hearing or a trial.
- ▶ [Public Safety Training, Office of](#)
- ▶ [Secretary, Office of the \(Justice\)](#)
The cabinet provides overall leadership, policy direction and training for its departments and agencies.
- ▶ [State Police, Department of Kentucky](#)
Since being established in 1948 by act of the Legislature of the Commonwealth of Kentucky, the Kentucky State Police has defined itself as a professional, detailed and efficient law enforcement agency dedicated to preserving law and order for the protection of its citizens.
 - ▶ [Administrative Division \(Kentucky State Police\)](#)
The Administrative Division, under the command of Lieutenant Colonel Joe West, is comprised of the following branches: Academy Branch, Employee Assistance Program Branch, Financial/Grant Management Branch, Human Resources Branch, Internal Affairs Branch, Drivers Testing, Inspections & Evaluations Branch and the Properties Management & Supply Branch. Major James Vanhook is the assistant commander of the Administrative Divisions. All branches of the Division report directly to Major James Vanhook.
 - ▶ [Forensic Services Division](#)
The Division of Forensic Services is responsible for coordinating and managing activities of the Central Laboratory, Eastern Laboratory, Northern Laboratory, Southeast Laboratory, Jefferson Laboratory, Western Laboratory and Electronic Crime Branches.
 - ▶ [Operations Division](#)
The Division of Police Services directs the enforcement of criminal and traffic laws, investigates all reported complaints and criminal law violations and performs other functions deemed necessary for the protection of all citizens in the Commonwealth.
 - ▶ [Technical Services Division \(Kentucky State Police\)](#)
The Division of Technical Services coordinates and manages activities of the Criminal Identification & Records Branch, as well as the Communications, Computer Technologies, Properties Management and Supply Branches.
- ▶ [Vehicle Enforcement, Department of Kentucky](#)
The primary emphasis for KVE is Commercial traffic: vehicle safety, driver safety, and proper authority and compliance for vehicles operating in commerce.
 - ▶ [Administrative Services, Division of](#)
 - ▶ [Field Operations, Division of](#)
 - ▶ [Special Operations, Division of](#)
- ▶ [Personnel Cabinet](#)
The Personnel Cabinet's mission is to take care of state government employees as well as those seeking employment with the state. It is responsible for managing and enhancing the workplace for all state workers in Kentucky.
 - ▶ [Administrative Services, Office of \(Personnel Cabinet\)](#)
The Office of Administrative Services consists of the Administrative Services Branch and the Systems Management Branch.
 - ▶ [Employee Insurance, Department for \(Personnel Cabinet\)](#)
The Department for Employee Insurance is responsible to the Cabinet Secretary for the State Health Insurance Program and the State Flexible Benefits Program.
 - ▶ [Financial and Data Services, Division of \(Personnel Cabinet\)](#)
The Division of Financial & Data Services consists of the Data Analysis Branch and the Financial Management Branch.
 - ▶ [Insurance Administration, Division of \(Personnel Cabinet\)](#)
The Division of Insurance Administration consists of the Member Services Branch and the Enrollment Information Branch.
 - ▶ [Employee Relations, Office for \(Personnel Cabinet\)](#)
In conjunction with the State EEO Coordinator's Office, the Office for Employee Relations coordinates all logistics for the annual Governor's EEO Conference including registration, development and scheduling of over 18 workshops and 3 general sessions for over 400 participants.
 - ▶ [Communications and Recognition, Division of \(Personnel Cabinet\)](#)
The Division of Communications and Recognition consists of the following organizational units: the Employee Recognition Branch; the Workplace Relations Branch; and the Communications Branch.
 - ▶ [Employee Benefits, Division of \(Personnel Cabinet\)](#)
The Division of Employee Benefits consists of the following organizational units: the Life Insurance Branch; the Workers Compensation Branch; and the Employee Assistance Branch. In addition this Division is responsible for the coordination of the State Safety Program.
 - ▶ [Government Training, Office of](#)
The Office of Government Training (OGT) is in the business of change -- helping to improve individual and organizational performance throughout Kentucky government.
 - ▶ [Personnel Administration, Department for](#)
The Department for Personnel Administration consists of the Division of Employee Management and the Division of Staffing Services accounting for eight branches with over 70 employees.
 - ▶ [Employee Management, Division of \(Personnel Cabinet\)](#)
The Division of Employee Management consists of the following units: the Processing & Records Branch; the Payroll Branch; the Classification & Compensation Branch; and the Performance Management Branch.
 - ▶ [Staffing Services, Division of \(Personnel Cabinet\)](#)
The Division of Staffing Services is responsible for operation of a centralized applicant and employee counseling program; the examination program for state employment; the state register program, including the administration of layoff plans and reemployment lists as required statute; the construction of merit examinations; and coordination of outreach programs for recruitment of applicants and the administrative internship program.
 - ▶ [Public Employees Deferred Compensation Authority, Kentucky](#)
This web site has detailed information on both the 457 and 401(k) voluntary supplemental tax-sheltered retirement plans available to all employees of

Kentucky state government, local governments, as well as public schools and universities

▶ [Secretary, Office of the \(Personnel\)](#)

The Office of the Secretary provides executive policy and management support to the offices/divisions of the Cabinet.

▶ [Legal Services, Office of](#)

The Office of Legal Services provides legal services to the Personnel Cabinet, including drafting statutes, regulations and legal opinions.

▶ [Tourism, Arts and Heritage Cabinet](#)

The Tourism, Arts and Heritage Cabinet combines Kentucky's assets in parks, tourism, cultural heritage, and arts to effectively promote and market these assets.

▶ [Artisans Center at Berea, Kentucky](#)

In this 20,000 sq. foot facility you can shop for Kentucky products; experience Kentucky hospitality; explore Kentucky made crafts & history; enjoy Kentucky cuisine; learn about other must-see places; and enjoy full rest stop services.

▶ [Arts Council, Kentucky](#)

The Kentucky Arts Council supports, through grants and technical assistance, Kentucky arts organizations, non-profit community organizations, local arts councils, local government agencies, individual artists and crafts persons.

▶ [Craft Marketing Program, Kentucky](#)

Kentucky hands create in wood, glass, ceramics, fiber, metal, and other materials as diverse as the human imagination.

▶ [Center for the Arts, Kentucky](#)

We welcome you to the Kentucky Center website, highlighting up-to-date information about our history, art, center tours, staff & board members, employment information, and volunteers.

▶ [Governor's School for the Arts](#)

The Governors School for the Arts provides hands-on arts opportunities for the states talented high school students who are dancers, actors, instrumental and vocal musicians, creative writers, future architects or visual artists.

▶ [Fish and Wildlife Resources, Kentucky](#)

Take a look around and learn about conservation, wildlife, hunting, fishing and outdoor recreation in the state. We want you to enjoy Kentucky, naturally.

▶ [Administrative Services, Division of](#)

▶ [Engineering, Division of](#)

▶ [Fisheries, Division of](#)

The bonding that happens when you take a son or daughter or a niece or nephew fishing lasts for a lifetime.

▶ [Information and Education, Division of \(Fish and Wildlife\)](#)

Learn about hunting, fishing, conservation and more.

▶ [Law Enforcement, Division of \(Fish and Wildlife\)](#)

View fish and wildlife guides, or purchase your license online.

▶ [Public Affairs, Division of](#)

▶ [Wildlife, Division of](#)

You can learn about Kentucky's many species of wildlife here.

▶ [Historical Society, Kentucky](#)

The Kentucky Historical Society engages people in the exploration of the Commonwealths diverse heritage.

▶ [Administration, Division of](#)

▶ [Museums, Division of](#)

The Kentucky Historical Society operates three unique museum sites in downtown Frankfort that tell the story of our states history.

▶ [Oral History and Educational Outreach, Division of](#)

Created in 1976, the Kentucky Oral History Commission provides for the collection of interviews with Kentuckians throughout the state.

▶ [Research and Publications, Division of \(Publications\)](#)

The Kentucky Historical Society produces a wide variety of materials about Kentucky history and genealogy.

▶ [Research and Publications, Division of \(Research\)](#)

The Society's Library and Special Collections of manuscripts, maps, oral history tapes, photographs, and rare books provide clues to the past to genealogists and scholars.

▶ [Horse Park, Kentucky](#)

Dedicated to man's relationship with the horse, the park features two outstanding museums, twin theaters and nearly 50 different breeds of horses.

▶ [Buildings and Grounds, Division of](#)

▶ [Operational Services, Division of](#)

▶ [Support Services, Division of](#)

▶ [Parks, Kentucky Department of](#)

Our state park system includes 52 parks and historic sites and one interstate park with facilities for meetings and conferences, fine accommodations, camping, golf, education and much more.

▶ [Customer Services, Division of](#)

▶ [Facilities Management, Division of](#)

▶ [Financial Operations, Division of](#)

▶ [Food Services, Division of](#)

▶ [Information Technology, Division of](#)

▶ [Personnel and Payroll, Division of](#)

▶ [Project Administration, Division of](#)

▶ [Rangers, Division of](#)

▶ [Recreation, Division of](#)

▶ [Southern Parks, Division of](#)

- ▶ [State Parks Commission](#)
This commission is attached to the Department of Parks for administrative purposes.
- ▶ [Golf Courses, Division of](#)
With 19 State Park golf courses, there is sure to be something for everyone.
- ▶ [Secretary, Office of the \(Commerce\)](#)
With a diverse set of agencies in the Commerce Cabinet, we are promoting and marketing Kentucky in a way that has not been done before.
 - ▶ [Coal Council, Kentucky](#)
The Council advises the Secretary on areas critical to marketing Kentucky Coal.
 - ▶ [Coal Marketing and Export](#)
 - ▶ [Finance and Administration, Office of](#)
 - ▶ [Foundation for the Arts, Kentucky](#)
administrative purposes
 - ▶ [Frankfort Convention Center](#)
The Frankfort Convention Center is a Commonwealth of Kentucky enterprise, located in Historic Downtown Frankfort...Kentucky's Capital.
 - ▶ [Heritage Council, Kentucky](#)
The mandate of the Kentucky Heritage Council is to identify, preserve, and protect the cultural resources of Kentucky.
 - ▶ [African-American Heritage Commission, Kentucky](#)
Our mission is to identify and promote awareness of the significant African-American influences upon the history and culture of Kentucky and to support and encourage the preservation of Kentucky African- American heritage.
 - ▶ [Underground Railroad Advisory Council, Kentucky](#)
administrative purposes
 - ▶ [Military Heritage Commission, Kentucky](#)
administrative purposes
 - ▶ [Native-American Heritage Commission, Kentucky](#)
All Kentuckians will recognize, appreciate and understand the significant contributions Native Americans have made to Kentucky's rich cultural heritage.
 - ▶ [Human Resources, Office of](#)
 - ▶ [Humanities Council, Kentucky](#)
administrative purposes
 - ▶ [Information Technology, Office of](#)
 - ▶ [Intergovernmental Affairs, Office of](#)
 - ▶ [Legal Affairs, Office of](#)
 - ▶ [Public Affairs and Constituent Services, Office of](#)
 - ▶ [Purchase and Procurement, Office of](#)
 - ▶ [Small Business Advocacy, Commission on](#)
The KCSBA provides resources to help small businesses navigate the regulatory and bureaucratic processes of starting and running a business.
- ▶ [State Fair Board, Kentucky](#)
As an agency of the Commerce Cabinet, the Kentucky State Fair Board operates two of the largest convention and trade show facilities in the state - the Kentucky Fair & Exposition Center and the Kentucky International Convention Center - located in Louisville, Kentucky.
 - ▶ [Administrative Services, Division of](#)
 - ▶ [Expositions and Admissions, Division of](#)
 - ▶ [Fair and Expositions Center Operations, Kentucky](#)
The eighth largest public facility of its kind in the United States, the Kentucky Fair & Exposition Center hosts over 3 million visitors each year.
 - ▶ [Kentucky International Convention Center](#)
Able to accommodate a wide variety of events, the convention center offers 300,000 square feet of space, a 30,000 square foot ballroom and 52 meeting rooms - all under one roof.
 - ▶ [Personnel Management and Staff Development](#)
 - ▶ [Public Relations and Media, Division of \(Fair and Exposition Center\)](#)
Check here for media rules and contact points.
 - ▶ [Sales, Division of](#)
Tickets may be purchased at the Kentucky Fair & Exposition Center Ticket Office located on the east side (to the right) of Freedom Hall or any Ticketmaster outlet.
 - ▶ [Security and Traffic Control, Division of](#)
There are over 19,000 parking spaces at the Kentucky Fair & Exposition Center (including temporary ones). Check here for current charges and more.
- ▶ [Travel, Department of](#)
From the hills and hollows of eastern Kentucky through the rolling bluegrass of our heartland to the massive lakes and flatlands of the west, Kentucky has much to offer.
 - ▶ [Marketing and Advertising, Division of](#)
 - ▶ [Parks Marketing, Division of](#)
 - ▶ [Tourism Development Finance Authority](#)
administrative purposes
 - ▶ [Tourism Services, Division of](#)
- ▶ [Creative Services, Kentucky](#)
We offer a wide range of creative and productive services to agencies in state government, including audio and video production, graphic design, multi-media event services and photography.
- ▶ [Frankfort Convention Complex](#)

The Frankfort Convention Complex is a Commonwealth of Kentucky enterprise located in Historic Downtown Frankfort...Kentucky's Capital. Our resources are dedicated to providing professional management services to the conventions and meeting industry.

▶ [Kentucky Humanities Council](#)

Telling Kentucky's Story.... Our pride, Our glory. Our popular living history Kentucky Chautauqua dramas will introduce your community to a dozen people who made Kentucky great.

▶ [Office of Energy Policy](#)

The Office of Energy Policy oversees the implementation of Kentucky's Comprehensive Energy Strategy.

▶ [Transportation Cabinet](#)

Kentucky's Transportation Cabinet is responsible for maintaining and improving the transportation infrastructure of the Commonwealth including 27,438 miles of roads, 160 licensed airports, 23 public transportation systems, and with the registration of 2.7 million licensed drivers and 3.4 million vehicles annually.

▶ [Administrative Services, Department of \(Transportation\)](#)

The Department of Administrative Services oversees the non-financial administrative functions of the Transportation Cabinet and implements policies and programs set forth by the Secretary.

▶ [Employee Safety and Health, Division of](#)

Get important personal and on-the-job safety tips from this division of the Transportation Cabinet.

▶ [Information Technology, Office of](#)

The Office of Information Technology (OIT) coordinates telecommunications and computing systems for the Kentucky Transportation Cabinet (KYTC) in conjunction with the Commonwealth Office of Technology (COT).

▶ [Personnel Services, Division of](#)

Learn about your HR benefits with the Transportation Cabinet

▶ [Property and Supply Services, Division of \(Transportation Cabinet\)](#)

The Division of Property & Supply Services purchases furniture, engineering and laboratory equipment, as well as selected specialty items.

▶ [Purchases, Division of](#)

▶ [Toll Facilities, Division of](#)

Get the rates and locations of the state's toll roads.

▶ [Fleet Management, Division of](#)

The Division of Fleet Management oversees and manages state-owned vehicles.

▶ [Aviation, Department of](#)

▶ [Airport Zoning Commission, Kentucky](#)

administrative purposes

▶ [Budget and Fiscal Management, Office of](#)

▶ [Accounts, Division of \(Transportation\)](#)

Track the use of highway funds with the reports available here.

▶ [Quality, Division of](#)

▶ [Road Fund Audits, Division of](#)

▶ [Business and Occupational Development, Office for \(Transportation Cabinet\)](#)

The Office for Business and Occupational Development is committed to ensure equal employment opportunity, a diverse workforce and promoting equitable business opportunities throughout the Commonwealth of Kentucky

▶ [Highways, Department of](#)

Find important highway information here.

▶ [Construction and Operations, Office of](#)

▶ [Construction, Division of](#)

Available here is valuable information regarding the construction of Kentucky's roads including materials, drawings, and designs.

▶ [Contract Procurement, Division of](#)

This site contains vital information relating to the procurement of highway construction, improvement, and maintenance projects. Revisions are made frequently. Please check back periodically for updates.

▶ [Equipment, Division of](#)

Our mission is to provide the Transportation Cabinet with various types of equipment and materials to most effectively meet the needs of the Transportation Highway System.

▶ [Maintenance, Division of](#)

Get information regarding road maintenance. You can even report a dangerous pothole here.

▶ [Rural and Municipal Aid, Division of](#)

▶ [Traffic Operations, Division of](#)

The purpose of this page is to facilitate communication between industry, state agencies, organizations and individuals by providing online data and providing contacts for the future.

▶ [District Offices](#)

In what highway district do you live? Find out here.

▶ [Intermodal Programs, Office of](#)

▶ [Multimodal Programs, Division of](#)

There are many intermingled programs involving Kentucky's roads including bicycling, ferries, and rails. You can learn more here.

▶ [Bicycle Commission, Kentucky](#)

administrative purposes

▶ [Program Planning and Management, Office of](#)

▶ [Planning, Division of](#)

Find information on highway plans in your area. This site will also guide you through the state's scenic byways.

▶ [Program Management, Division of \(Transportation Cabinet\)](#)

Here you can view pre-construction project location maps and information.

- ▶ [Project Development, Office of](#)
 - ▶ [Bridge Design, Division of](#)

The purpose of this page is to facilitate communication among divisions, districts, consultants and contractors by providing online data relating to the production of highway bridge plans.
 - ▶ [Environmental Analysis, Division of](#)

The Division of Environmental Analysis (DEA) is responsible for providing environmental guidance to Transportation Cabinet Employees, to contractors, and to the general public concerning Cabinet projects and activities.
 - ▶ [Highway Design, Division of](#)

Find standards and policies relating to highway design from this division.
 - ▶ [Right of Way and Utilites, Division of](#)

The mission of this division is to provide fair and equitable treatment of citizens, professional acquisition of right of way, orderly relocation of affected families, businesses, and utilities, and safety improvements to highway railroad crossings.
- ▶ [Inspector General, Office of](#)

Investigates reports of waste, fraud and abuse in the Transportation Cabinet.
- ▶ [Legal Services, Office of](#)
 - ▶ [Workers' Compensation, Division of](#)

For the Transportation Cabinet
- ▶ [Legislative and Intergovernmental Affairs, Office of](#)
- ▶ [Public Affairs, Office of](#)
- ▶ [Transportation Delivery, Office of](#)

The Human Service Transportation Delivery Branch is responsible for the oversight of the Human Service Transportation Delivery (HSTD) program.
- ▶ [Transportation Operations Center, Office of the](#)
- ▶ [Vehicle Regulation, Department of](#)

The Commissioner of Vehicle Regulation administers the policies and procedures set forth by the Cabinet Secretary.

 - ▶ [Driver Licensing, Division of](#)

On this site you will find the information you need to operate a non-commercial vehicle or motorcycle in Kentucky.
 - ▶ [Driver Safety, Division of](#)

Drive Smart provides statewide check-up events, technician classes and educational presentations throughout the year.
 - ▶ [Motor Carriers, Division of](#)

Learn what permits you will need for operating a commercial vehicle in Kentucky.
 - ▶ [Motor Vehicle Commission](#)

administrative purposes
 - ▶ [Motor Vehicle Licensing, Division of](#)

This site is designed to provide information and services regarding vehicle licensing and registration in Kentucky.
- ▶ [Employee Development, Division of](#)

Find out about Personnel Management's Recruitment initiatives, Scholarship programs within the cabinet and info on job's available within the cabinet.
- ▶ [Economic Development](#)

This website provides extensive information on the programs and services available to businesses including existing businesses, newly locating companies, start-ups, small and minority businesses, and many others.

 - ▶ [Secretary, Office of the \(Economic Development\)](#)

Develops and administers executive policies and senior management of the agency.

 - ▶ [Research and Public Affairs, Office of](#)

Provides economic development information, research and analytical services. Maintains data on available industrial sites and buildings and evaluates industrial sites.

 - ▶ [Division of Database and Systems Development](#)

Responsible for development of Cabinet information systems and GIS applications.
 - ▶ [General Research Branch](#)

Provides economic development information, research and analytical services.
 - ▶ [Site Evaluation Branch](#)

Assembles data on sites and buildings for inclusion in a statewide property inventory.
 - ▶ [Commercialization and Innovation, Office of](#)

Oversees all facets relating to the knowledge-based economy. Develops and implements a strategy to build and promote technology-driven and research-intensive industries with the goal of creating high-tech job opportunities and developing clusters of innovation throughout the state.
 - ▶ [Legal Services, Office of](#)
 - ▶ [Administrative Services, Office of](#)

Manages the Cabinet's budget and fiscal affairs and provides Cabinet-wide support in the areas of information resources, research and analytical services.

 - ▶ [Finance and Personnel, Division of](#)
 - ▶ [Network Administration and Support, Division of](#)
 - ▶ [Business Development, Department for](#)

Responsible for coordinating, assisting and encouraging job retention and creation by working with new and existing businesses.

 - ▶ [Regional Economic Development Divisions](#)

Conducts statewide existing business visitation program and assists communities in preparing for their role in economic development.

 - ▶ [West Kentucky Division](#)

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Prestonsburg
- ▶ [International Offices](#)
 - ▶ [Far East Office](#)
 - ▶ [Mexico Representative Office](#)
 - ▶ [China Representative Office](#)
 - ▶ [European Representative Office](#)
- ▶ [Small Business Services, Division of](#)
Coordinates technical, financial, and procurement services to promote small business development.
 - ▶ [Small and Minority Business Branch](#)
Provides a centralized information source on business regulations, licenses, permits and resources through the Business Information Clearinghouse program. Assists in small and minority business development by providing information on business planning, funding, and related topics.
 - ▶ [Small Business Advocacy, Commission on](#)
Assists the small business community in navigating the regulatory process and advocates on behalf of small businesses at the state and federal level.
- ▶ [Financial Incentives, Department for](#)
Coordinates all financial assistance, tax credit, and related programs available to businesses.
 - ▶ [Grants and Bonds](#)
Administers grants, bonds and tax increment financing programs.
 - ▶ [Direct Loan Programs](#)
Administers direct loan programs.
 - ▶ [Program Management Division](#)
Administers tax credit incentive programs.
 - ▶ [Kentucky Procurement Assistance Branch](#)
Assists Kentucky businesses in selling their goods or services to federal, state, and local government agencies.
 - ▶ [Programs Servicing Division](#)
Performs audit, monitoring and compliance for all other divisions in the Department of Financial Incentives.
 - ▶ [Bluegrass State Skills Corporation](#)
Provides skills and upgrade training for business/industry through grants and tax credits.
- ▶ [Labor Cabinet](#)
 - ▶ [Apprenticeship and Training Council](#)
Registered apprenticeship is a training system that produces highly skilled workers that meets the demands of employers competing in a global economy.
 - ▶ [Labor Management Relations and Mediation, Office of](#)
The Goal of the Office of Labor-Management Relations and Mediation is to foster positive communications between labor and management.
 - ▶ [Occupational Safety and Health Standards Board](#)
When employers in the Commonwealth are cited by the Kentucky Department of Labor Division of Occupational Safety & Health Compliance for alleged violation(s) of Kentucky's Occupational Safety & Health Act and Standards, and the employer/and or an employee contests the citations(s), the KOSH Review Commission provides an opportunity for the contesting party to come to a hearing and defend against the citation(s) and/or penalties.
 - ▶ [Occupational Safety and Health, Office of](#)
Kentucky OSH Division of Compliance's main objective is to ensure a safe and healthful workplace for the working men and women of the Commonwealth, by enforcing Kentucky's occupational safety and health standards, rules and regulations.
 - ▶ [Prevailing Wage Review Board](#)
The term prevailing wage for each classification of laborers, workmen, and mechanics engaged in the construction of public works within the Commonwealth of Kentucky, means the sum of base and fringe rates.
 - ▶ [Workers Claims, Office of](#)
With the support of Governor Steve Beshear, the OWC is committed to improve customer service and reduce costs to our customers in the Commonwealth.
 - ▶ [Workers Compensation Funding Commission, Kentucky](#)
The Kentucky Workers Compensation Funding Commission (KWFCF) offers this website to assist those who owe Workers Compensation Assessment to the Commonwealth of Kentucky.
 - ▶ [Workplace Standards, Office of](#)
 - ▶ [Employment Standards, Apprenticeship and Training, Division of](#)
Our program objectives are to administer the statutes and regulations through education and enforcement in a fair and equitable manner to employees and employers.
 - ▶ [Workers Compensation Funds, Division of](#)
Since its inception, the workers compensation program has had the core purpose of expeditiously delivering wage replacement income benefits and medical services to employees who have been disabled by industrial accidents.
- ▶ [Public Protection Cabinet](#)
The Public Protection Cabinet protects Kentuckians through education, regulation and enforcement.
 - ▶ [Alcoholic Beverage Control, Department of](#)
Regulates the alcoholic beverage industry by licensing the production and sale of alcoholic beverages; enforces state liquor laws, and regulates tobacco sales to minors.
 - ▶ [Alcoholic Beverage Control Legal Division](#)
The Office of Legal Services provides legal support and advice to the Office of Alcoholic Beverage Control.

- ▶ [Enforcement Division \(Alcoholic Beverage Control\)](#)
ABC's Enforcement Division has investigators trained to enforce all state laws with special emphasis placed on alcohol and tobacco laws.
- ▶ [Boxing and Wrestling Authority, Kentucky](#)
The Kentucky Boxing and Wrestling Authority (KBWA) is a five-member authority charged with the responsibility of overseeing all professional boxing and wrestling matches or exhibitions held in the commonwealth.
- ▶ [Charitable Gaming, Department of](#)
Regulates state charitable gaming laws and regulations through public education, inspections, and licensing.
- ▶ [Claims, Board of](#)
Our mission is to ensure an impartial and fair review of all claims, thereby compensating persons for damages caused as a result of negligence by the Commonwealth of Kentucky.
- ▶ [Financial Institutions, Department of](#)
The Department is responsible for the supervision and regulation of various industries that perform services for the citizens of Kentucky.
- ▶ [Horse Racing Authority, Kentucky](#)
Our mission is to promote, foster, and encourage the horse breeding industry and to improve the breeds of horses, through the business of legitimate horse racing with pari-mutuel wagering, conducted on the highest plane.
- ▶ [Housing, Department of](#)
Regulates all construction of buildings through enforcement of building and fire codes, including: elevators, boilers, manufactured housing, hazardous materials, electrical installations, and plumbing.
 - ▶ [Building Codes Enforcement, Division of](#)
The Division of Building Codes Enforcement regulates the Kentucky Building Code as it pertains to the construction of new buildings and alterations, additions, and changes of occupancy to existing buildings.
 - ▶ [Fire Prevention, Division of](#)
The Division of Fire Prevention, Office of State Fire Marshal, enforces various codes to ensure that all public structures, facilities, and regulated vehicles are maintained in such a manner that all occupants and users of these facilities will be protected from fire, explosion, or other similar hazard.
 - ▶ [Housing, Buildings and Construction Board](#)
The Board of Housing, Buildings, and Construction was created by KRS 198B.020. The Board consists of twenty (20) members selected and appointed by the Governor.
 - ▶ [HVAC, Division of](#)
The days of just installing any furnace or air conditioner are gone. Serious thought and planning of the applications of HVAC systems into any structure is a requirement in today's HVAC industry.
 - ▶ [Plumbing, Division of](#)
No person, firm or corporation shall construct, install or alter any plumbing without first having procured a plumbing construction permit from the Division of Plumbing.
- ▶ [Insurance, Department of](#)
Regulates property, casualty, life, and health insurance companies operating in the state through the control of coverage and market practices; administers testing and issuance of licenses to agents; and procures state insurance for state-owned properties.
 - ▶ [Consumer Protection and Education, Division of](#)
The Consumer Protection and Education Division is the main link between the Office of Insurance and the consumer.
 - ▶ [Financial Standards, Division of \(Office of Insurance\)](#)
The Financial Standards and Examination Division's main objective is to ascertain whether or not each insurance company and health maintenance organization authorized to do business in Kentucky is financially sound and statutorily solvent in accordance with Kentucky Insurance Laws and Regulations.
 - ▶ [Health Insurance Policy and Managed Care, Division of](#)
Health Insurance Policy and Managed Care Division regulates admitted insurance companies and HMOs.
 - ▶ [Kentucky Access, Division of](#)
Kentucky Access is a state authorized health plan that offers medical coverage to Kentuckians who find it difficult to obtain health insurance in the individual insurance market.
 - ▶ [Life Insurance, Division of](#)
Through application of statutory requirements, the Division approves or disapproves policies, certificates, and rate filings, and reviews other forms and advertising for the protection of the public.
 - ▶ [Property and Casualty Division](#)
The Property and Casualty Division regulates admitted property and casualty insurers through review of coverages and marketing practices.
 - ▶ [State Risk and Insurance Services, Division of](#)
The Division of State Risk and Insurance Services functions as the state's insurance office.
- ▶ [Occupations and Professions, Division of](#)
The Kentucky Division of Occupations and Professions provides administrative and fiscal management, technical support and advice to regulatory boards in the complex system of occupational licensing.
- ▶ [Tax Appeals, Board of](#)
The Board of Tax Appeals provides an independent, impartial and neutral forum for hearing and resolving disputes on tax issues in a timely, cost-effective alternative to the court system.



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 Renew your vehicle registration.



Obtain Vital Records
 Order birth, death, marriage, and divorce certificates online.



Vehicle Information System (OVIS)
 Retrieve vehicle information.



Driver History Records
 Purchase driving history records.



Unclaimed Property Search
 Search now for unclaimed property in your name!



Voter Information Center
 Find your precinct and legislative districts info.



Who's My Legislator?
 Search for your legislator.



Sex/Criminal Offender Registration Database
 Search for offenders.

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Browse Services

Examples: License or "License Renewal"

Search Tip: Put double quotes around a set of words for exact matches.



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Rebecca Noel: DJJ Employee Donates Kidney to Co-worker



Rebecca Noel (on right in photo) has worked with the Department of Juvenile Justice for over 23 years in many roles. In 2005, she became manager of the kitchen at Audubon Youth Development Center where she and her staff take an interest in the social development of every youth that comes through the line in the cafeteria. This is done through learning and addressing each youth by their name, ensuring the youth gain knowledge about a variety of food dishes on a daily basis in the dining experience, proper manners and attitude with staff and one another.

During her time with DJJ, Rebecca has developed numerous life-long friendships with co-workers and the youth that she serves. However, none of these friendships may be as life changing as one she made at the facility in 1998.

Sharon Jones (on left in photo) transferred to Cardinal Treatment Center from Johnson-Breckinridge facility upon its closing. It was then when Sharon and Rebecca met, and the two quickly became good friends while working together.

The friendship grew even stronger in 2008 when Sharon discovered her kidneys were failing. Upon hearing of her friends

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devastating news, Rebecca was by her side to offer her co-worker and friend compassion and support, but she did not stop there.

On July 16, 2008, Rebecca underwent surgery to give Sharon one of her kidneys. The surgery was successful, and today both women are back to work and continue to be an inspiration for us all.

Bone Marrow Donor Encourages Others to Get Tested, Save a Life



Michael Oliver sees astronomical odds as just a minor distraction to be overcome. The Kentucky Transportation Cabinet District 1 Section Supervisor overcame the odds to become a bone marrow donor and he doesn't want anyone else to let the astronomical odds against being a match to stop anyone from signing up for the bone marrow registry.

Oliver's friend Chris Smith has battled leukemia for several years and is in need of a transplant. In an attempt to help, Oliver was tested and signed up for the bone marrow registry in April of last year. While he wasn't a match for Smith, the DNA testing indicated he matched a 50-year-old woman who was also fighting cancer.

"After the first swab, I didn't have much saliva left and so I swabbed again and I said, "Do you think that's enough to get some record of me?" Oliver recalled. "The technician replied, 'Well, it's so astronomical that you would even match somebody that it's probably what you've given is good enough.' So, when I got the call six weeks later that I was a match, I had to kind of think about it because I thought somebody might be giving me a prank call. But the more I talked to the volunteer on the phone the more they convinced me that I was a match, and I ended up helping somebody.

After confirming the initial match, Oliver faced a series of additional tests that confirmed he was a perfect match. That, in turn, prompted some soul-searching about going through a hospital stay and medical stimulation of his immune system required to donate bone marrow.

"The more I thought about it the more I realized that we were talking about someone's wife, mother or daughter. We were talking about the ability to save someone's life. That put things in perspective and actually made the decision pretty easy. How often do you get an opportunity to make a difference between life and death," Oliver said.

After taking a week off work last fall to go through the donation process, Oliver says it was a life-enriching experience. To prepare for the transplant, Doctors gave Oliver medication to stimulate his marrow. They then killed off the recipient's bone marrow and used his cells to replace it.

"I would encourage everybody to take time to be tested," Oliver said. "It takes less than 10 minutes to register and go through the initial DNA testing. Odds are you won't match, but if you do it is a great opportunity to improve the life of someone else."

Oliver has joined Chris Smith's wife Kelly in organizing and promoting bone marrow donor registry events around Western Kentucky. Since 2007, events coordinated by the Smith family have put more than 3,000 names on the national registry. Seven individuals who registered during the drives have matched people in need of marrow donations.

"This is really an emotional thing for me," Kelly Smith said. "Chris has not found a match. However, we've been able to register hundreds of people and that may eventually lead to a match for him or someone else."

The National Marrow Donor Program estimates that 30 percent of leukemia patients find suitable donors among family members. Others have to rely on finding unrelated donors.

Since becoming a donor, Oliver has learned the recipient is the same age as his mother.

"If my mom had leukemia and needed a transplant, I would hope that someone would take time to get on the registry and volunteer to donate," Oliver said.

For more information on becoming a bone marrow donor, [click here](#).

Monroe County DCBS Promotes Child Abuse Awareness Month

For Child Abuse Awareness Month in April 2009, the Monroe County DCBS Protection and Permanency Office held several events to promote awareness in the community. Staff attended a proclamation signing at the court house and displayed pinwheels (a symbol of hope for Child Abuse Awareness month) in the courthouse yard along with blue ribbons at community partner's offices and local businesses. Staff also held a coloring contest at each elementary school and winners receive gift certificates to participating restaurants.



Staff of the Monroe County Protection and Permanency office. First row (left to right) Erica Blevins, Sandra Fields and Shane Little; (Second Row) Tonya Bartley and MacShane Bartley.

2009 AmeriCorps Week Promotes Community Service *Build-A-Bed Project Tremendous Success*



Governor Steve Beshear proclaimed May 9-16 AmeriCorps Week in Kentucky. As part of the annual observance, AmeriCorps programs across Kentucky

sponsored special events to promote community service.

Beshear said AmeriCorps members are leaders who bring to light the positive effects of service. "AmeriCorps Week is an opportunity for the people of Kentucky to salute AmeriCorps members, past and current, for their powerful impact," he said. "It's also an opportunity to thank AmeriCorps community partners who make programs possible and to bring more Americans into service."

In Kentucky, AmeriCorps is administered by the Kentucky Commission on Community Volunteerism and Service (KCCVS) in the Cabinet for Health and Family Services.

Last program year, AmeriCorps members recruited and supervised more than 10,500 community volunteers in Kentucky, demonstrating the program's value as a force multiplier. Since the Kentucky AmeriCorps program was launched in 1994, more than 4,000 Kentuckians have taken the AmeriCorps pledge to "get things done for America," serving almost 6.5 million hours to improve the lives of vulnerable citizens, strengthen the education system, protect the environment and enhance public safety.

The current economic downturn means more Americans are facing hardships; and volunteering and national service are needed more than ever. "AmeriCorps members make lasting contributions to the people and communities they serve," said Eileen Cackowski, KCCVS executive director. "AmeriCorps members deserve the recognition of AmeriCorps Week to make more people aware of the priceless service they perform and to promote the opportunities AmeriCorps offers to members."

This year, two AmeriCorps programs, Strategically Using Creative Contexts to Ensure Student Success (SUCCESS) Corps, under the leadership of Angela Baldrige, and Family Resource and Youth Service Centers (FRYSC) Corps, managed by Heather Musinski, partnered on the Build-A-Bed project during AmeriCorps Week. Members from the two programs and about 100 community volunteers built, sanded and finished 57 twin-size beds to deliver to children in need around the state. In addition, "bedtime bags" containing items such as twin-size sheets, pajamas, bedtime books for kids, nightlights, pillows, blankets and teddy bears were delivered along with the beds.

During the year, both programs support families of local students. SUCCESS Corps members encourage early childhood development and greater parental involvement in education through home visitation and group parenting meetings. FRYSC Corps members serve through local Family Resource and Youth Services Centers as literacy tutors for students in kindergarten through high school.

Nearly \$5,000 was raised to buy building materials, some of the mattresses and other supplies. There were five build sites across the commonwealth -- Berea, Hodgenville, Littcarr, Tollesboro and Walker.

Several businesses, including Toyota, Kohl's, Lee's Famous Recipe, Subway of Hindman, Lowe's, Vittitow Lumber, Evan's Hardware, Friends for Families, Cornett's Lumber and Hardware, People's Bank, Builder's Choice, Manalapan Mining Company, Kroger, Do It Best Carter Lumber, ACE Hardware, Today's Dental, Wal-Mart, Red Hed Oil, Central Bank, CW Consulting, JC Penny's, Harlan Family Dentistry, Home Depot, Coleman's Hardware, and Haskins Insurance helped with the project either through labor, discounts or donations. Transylvania University also supported the project, along with countless schools, PTO organizations and churches such as the congregations of New Hope Ministries Church of God in Corbin, New Covenant Community Church of Baxter and Grace Baptist Church in Garrison.

For example, Toyota provided a truck and driver to assist with delivery of the beds. Kohl's donated \$500 and five of Kohl's employees built beds for one day at the Berea project site. Lee's and Subway donated food for the volunteers on build days. Friends for Families donated 30 mattresses and Lowe's provided supplies at a discounted rate.

"The creativity and resourcefulness of Kentucky AmeriCorps members never cease to delight and amaze me," Cackowski said. "The Build-A-Bed AmeriCorps week project is what service is all about -- meeting needs and bringing together communities to make a real, tangible difference in people's lives."

With recent passage of federal legislation expanding AmeriCorps service, there

was even more to celebrate during this AmeriCorps Week. The Edward M. Kennedy Serve America Act is bipartisan legislation that reauthorizes the Corporation for National and Community Service and engages more Americans in service. The Act includes a major expansion of AmeriCorps to focus on critical national issues of education, health, clean energy, veterans and economic opportunity.

AmeriCorps members may serve one or two years. Upon completion of their service, members are eligible for an education award of \$4,725 that can be used to pay back student loans or cover tuition costs. Kentucky AmeriCorps members have received more than \$14.3 million in education awards since the program began.

Plans are under way to expand the Build-A-Bed project for the 2010 AmeriCorps Week. For more information about Kentucky's AmeriCorps programs or AmeriCorps Week projects, call toll-free (800) 239-7404 or visit the [KCCVS Web site](#).

KECC Kickoff

SAVE THE DATE!

Kentucky Employees Charitable Campaign
Compassion at Work: Serving our Neighbors
in Need!



Galaxy of Games Kickoff Event!

When: August 10, 2009 - 11:00 AM - 1:00 PM

Where: Frankfort Convention Center

Purpose: To build awareness and excitement for the Campaign...and to HAVE FUN!!! This year's Kickoff theme is "Galaxy of Games!" Cabinets and Charities are joining together and facing off in six popular TV game shows to expand awareness of how the KECC embodies "Compassion at Work!"

Who's Invited: You! Cabinet and executive leadership support is vital to the success of the KECC. All state employees are invited to the event. This is an excellent opportunity to let them know that you are committed to serving our neighbors in need through the state campaign. We look forward to seeing you there!

For more information, visit the [KECC Web site](#).

We want to share your story.

If you have co-workers or agency programs that you would like recognized, send an article, photo, or web link to [Tina Goodman](#). This newsletter will be published quarterly by the Personnel Cabinet for all state employees.

This eNewsletter is published by the [Commonwealth of Kentucky Personnel Cabinet](#), 501 High Street, Frankfort KY. For more information, comments or suggestions, please contact [Crystal Pryor](#) or [Tina Goodman](#) or call the Personnel Cabinet at 502.564.7430.

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Deferred Comp. Expos Set

Kentucky Public Employees' Deferred Compensation Authority will again this year be sponsoring its annual Investment/Education Expos (Expo). Kentucky Deferred Comp. administers both 457 and 401(k) voluntary supplemental IRS approved retirement Plans. The 401(k) Plan also includes a Roth 401(k) feature, as well as, Deemed IRAs (both traditional and Roth).

These plans are sponsored by Kentucky State Government. Governor Steve Beshear has granted all state employees up to two hours off with pay, plus reasonable travel time, to attend one of the three expos. Your attendance should be coordinated with your supervisor.

For additional information regarding the expos, click on [2009 Deferred Compensation Expos Information](#). For expo dates, times and locations, click [here](#).

For more information about Kentucky Deferred Comp., click [here](#).

Adopt-a-Highway!

Adopt-a-Highway Fall Sweep Week
September 20-26, 2009
Keep It Clean...Make It Green...Make It Yours

Adopt-a-Highway Poster Contest Deadline
September 30, 2009
For more information and the contest form, click [here](#).

Commonwealth of Kentucky employees, these are your days at the ballpark!

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The Cincinnati Reds want to give you a chance to enjoy the excitement of Reds baseball at a special discount. Come join your Cincinnati Reds at Great American Ball Park in Cincinnati, OH and enjoy special discounts for the following games:

- Friday August 14th vs. Nationals 7:10 pm
- Sunday August 16th vs. Nationals 1:10 pm
- Sunday August 30th vs. Dodgers 1:10 pm
- Saturday September 19th vs. Marlins 7:10 pm

All State of Kentucky Employees can purchase tickets in select non-premium seating locations for **HALF PRICE!**

To purchase discounted tickets online, visit www.reds.com/skye.

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.

Don't miss this special offer for State of Kentucky Employees!

State Library Offers Free Training

The State Library offers free online training classes to meet your information needs. Classes are open to all state government employees across the state who have access to a computer. To view a list of scheduled events, visit the [Training Calendar](#).

Pre-recorded sessions are available for those state employees who have difficulty fitting instructor-led sessions into their schedules.

You can view the pre-recorded training topics [here](#).

We want to share your story.

If you have co-workers or agency programs that you would like recognized, send an article, photo, or web link to [Tina Goodman](#). This newsletter will be published quarterly by the Personnel Cabinet for all state employees.

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Money Works Web Site Offers Principles and Tips to Develop Money-Management Skills



Money Works continues to be regarded highly by those attending the face-to-face workshops. The schedule for the balance of the summer and fall are as follows:

- August 13, 2009 10:00 - 12:00 - GSC Room 542
Instructor Led: State Employee Money Management
- August 18, 2009 11:00 - 12:00 - GSC Room 542
Instructor Led: Asset Allocation
- September 3, 2009 10:00 - 12:00 - GSC Room 542
Instructor Led: Stress Management
- September 22, 2009 11:00 - 12:00 - GSC Room 542
Instructor Led: Managing Your Assets in a Volatile Market
- October 20, 2009 11:00 - 12:00 - GSC Room 542
Instructor Led: Invest in Your Future

We are excited to continue this new service. Please check the site often for updated resources and announcements. To learn more about Money Works, visit the [Personnel Cabinet site](#).

To view the GSC Calendar for upcoming Money Works workshops and other GSC offering please visit [the GSC site](#) and click on "GSC Calendar" in the toolbar or click [here](#) and save a shortcut to your desktop.

Resources for Talking to Kids About Money

PBS "Its My Life," an educational Web site for kids 9 – 12, includes a section on money management geared toward children, as well as a [link](#) for parents that includes books on the subject

Kiplinger's is a large Web site that has general financial information. There is a section titled "[Basics](#)" and one titled "[Starting Out](#)" that is targeted for those in

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their 20s and 30s There is also a page called "Raising Money Smart Kids" with articles ranging from allowances, to credit and college tuition.

The Centasables is about six superheroes that work at a bank and fight crime. Targeted for ages 6 – 11, the [CENTSABLES Web site](#) enables kids to explore the concepts of money, how value is determined, basic economics and investing, without being too technical. Using activity pages and downloadable forms, children can master banking skills such as check writing and budgeting, preparing deposit slips and earning money. The site features action comics (based on an upcoming animated television series), an informative parent link, plus exercises and games that reinforce learning and keep kids coming back. All content will meet national learning standards and will be available in English and Spanish.

For additional resources on talking to kids about money, click [here](#).

View a video on [How to Retire When You Want to](#).

[Homeownership Resources](#)

¢entsible Solutions

Want to save \$\$ on just about everything you purchase?

Get that discount coupon before you buy. Go online and search for discount coupons for your store. Everyone wants to save a few dollars and merchants need your business.

Before you buy, search online for discount coupons that you can print and take with you or discount codes they provide to purchase online products. For example: If you need to purchase an item at Bed Bath & Beyond or another store go to Google and type in Bed Bath & Beyond coupons and then browse for the best savings.

Needing to make a major purchase? Do your homework first. Most major retailers will meet or beat the competitor's price for the same identical item if carried in their store.

Search the Internet for the identical item needed from another retailer offering a lower price. Print the ad or coupon and take to a store that will match or even beat the lowest price, some retailers will beat the lowest price by ten percent. That can be a great savings!

Submitted by Debbie Mitchell, KY Historical Society

In these tough economic times, every penny counts. Please submit your ideas for pinching pennies, along with a photo of yourself if you wish, to Tina.Goodmann@ky.gov so they may be shared with your fellow state employees in a future edition of the *Personnel Connection*.

We want to share your story.

If you have co-workers or agency programs that you would like recognized, send an article, photo, or web link to [Tina Goodmann](mailto:Tina.Goodmann@ky.gov). This newsletter will be published quarterly by the Personnel Cabinet for all state employees.

This eNewsletter is published by the [Commonwealth of Kentucky Personnel Cabinet](#), 501 High Street, Frankfort KY. For more information, comments or suggestions, please contact [Crystal Pryor](#) or [Tina Goodmann](#) or call the Personnel Cabinet at 502.564.7430.



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GOVERNOR OF KENTUCKY STEVE BESHEAR



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Office of Kentucky Governor Steve Beshear



Attracting and Preserving Jobs

Gov. Beshear is working to bring jobs to every corner of Kentucky. In 2009, he overhauled the state's business incentive program, which has attracted thousands of new jobs and billions in investment to the state.



[More News](#)

Putting Kentucky First

Attracting and Growing Jobs

Governor Beshear believes nothing is more important than keeping the jobs we already have and creating new ones in every corner of Kentucky.

In 2009, Governor Beshear [overhauled Kentucky's business incentive program](#), reforming existing incentives and creating new ones to attract companies to locate or expand their businesses in Kentucky. Since that overhaul, those new incentives have led to more than 200 projects with an investment of approximately \$2 billion in the state – including a potential 11,500 new jobs and nearly 5,000 saved jobs.

Despite the lingering effects of the recession, USA Today rated Kentucky 4th overall for personal income growth in the past year. In Forbes' fifth-annual [rankings of best places to do business](#), the Commonwealth improved by 12 places in 2010 from 2009, the country's third-highest improvement. Kentucky's business tax climate ranking rose faster than any other state, [up 15 spots in two years to 19th](#) in The Tax Foundation's 2011 State Business Tax Climate Index.

Additional Resources:

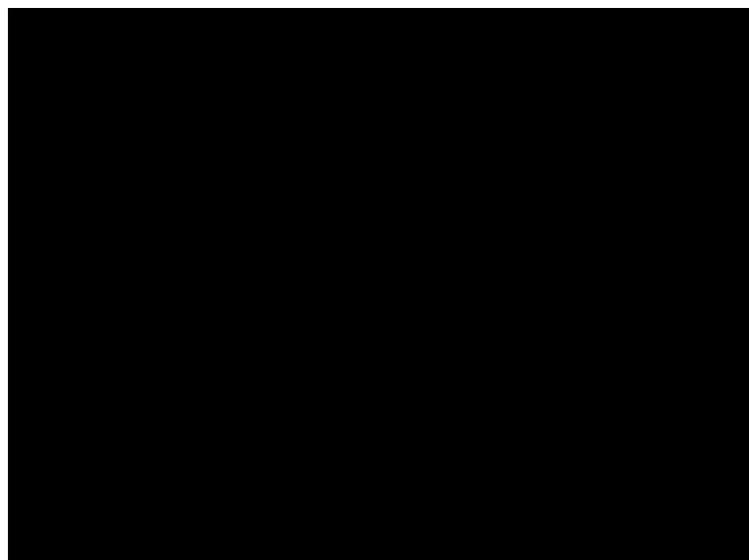
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Kentucky Transportation Cabinet

Office of Public Affairs

For Immediate Release

Media contact: Robin Jenkins
502-564-3419

Erin Goin
502-564-1438

Kentucky's booster seat law now in effect

Fines will be issued if children are unrestrained

FRANKFORT, Ky. (July 1, 2009) – Effective today, July 1, law enforcement officers will no longer provide a courtesy warning to motorists who violate Kentucky's booster seat law. Violators will be issued a \$30 fine, but will have the option of purchasing a booster seat instead of paying the fine.

Gov. Steve Beshear signed legislation in April 2008 aimed at improving safety for child passengers in Kentucky. Senate Bill 120 requires that children younger than 7 and between 40 and 50 inches tall be secured in a booster seat.

"Booster seats are proven to be effective at saving young lives. This law provides a reasonable approach to help achieve our ultimate goal of saving lives and reducing injuries. I'm honored to have been a part of it," said Gov. Beshear.

"It's the responsibility of every parent and caregiver to ensure their children are safely restrained – every trip, every time," said Transportation Secretary Joe Prather. "A booster seat is designed to fit and protect those children too big for a harnessed car seat, but too small for a seat belt."

Boosters elevate children so that the seat belt, which is designed for an adult, is in the proper position to protect the child in a crash. Children involved in crashes with improperly fitted seat belts often receive life-threatening injuries to the abdomen, neck, spine or back.

"With motor vehicle crashes being the leading cause of death for children nationwide, the law is certainly a step in the right direction," said Erin Goin, statewide child passenger safety coordinator with the Kentucky Office of Highway Safety. "However, because seat belts are designed to fit

people who are at least 4 feet 9 inches tall, we encourage the use of boosters until the maximum height and weight limit specified by the seat manufacturer is reached.”

According to the National Highway Traffic Safety Administration, a properly installed, belt-positioning booster seat lowers the risk of injury to children by nearly 60 percent, compared with seat belts alone.

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Office of the Attorney General

Latest Scams Target Out-of-work Kentuckians

Press Release Date: Friday, July 10, 2009

Contact Information: Shelley Catharine Johnson
 Communications Director
 502-696-5659 (office)

Kentucky Attorney General Jack Conway warns out-of-work Kentuckians to be leery of the latest wave of scams to hit the Commonwealth. The Office of the Attorney General has received an increased number of complaints and inquiries about so-called "Secret Shopper" and Automated Clearing House transfer scams that have cost victims thousands of dollars and prey upon those who are experiencing tough times.

"Kentuckians struggling to make ends meet can easily fall victim to con artists' gimmicks. I encourage everyone, particularly those seeking work, to be extra vigilant and remember that if it sounds too good to be true, it probably is," said General Conway.

In the "Secret" or "Mystery" shopper scams, scam artists target job-seekers through newspaper ads, internet job sites, direct mailings or emails and online resume postings. Scammers will tell their victims that they have been chosen to serve as customer service representatives and perform secret shopper duties. They will then mail a packet that contains an instruction sheet and a check for a large amount of money, usually several thousand dollars. The victim is told to act within a short time frame to deposit the check into their bank account and then wire the funds, using Western Union or some other service, to a specified location, usually out of the state or out of the country. The victim is asked to evaluate his or her experience at the wiring service office and send back the evaluation form to the "employer." In return, the victim is directed to keep a small portion of the money from the original check as compensation.

What the victim doesn't know is that the check is counterfeit and the victim will be held liable for the funds, thereby losing the money they sent. The victim will also be held responsible for any overdraft fees that may occur as a result of the large withdrawal.

In the Automated Clearing House (ACH) transfer scams, scammers use software installed on a victim's computer, through an attachment on an email, to gain access to the victim's online banking system. The scammers then transfer money out of the victim's bank account and into the account of a consumer, who believes that they have been hired as a secret shopper. The consumer is then told to wire the funds to a specified location, keeping a small stipend as compensation. In these scenarios, money from the victim replaces the counterfeit check, with the end result of the consumer wiring stolen money to the scammers.

The following tips will help consumers from falling victim to these types of scams:

- ▶ Treat the money you wire the same as cash. Once money is wired, it is unrecoverable. Only wire money to trusted friends.
- ▶ Never pay a company to hire you, no matter whether they require you to send money in the form of purchasing training materials, becoming certified, or some other manner. If a prospective employer is requesting money, it's probably a scam.
- ▶ Only open emails from people you know and delete any emails that look suspicious. Even opening a spam email can install malware or a virus on your computer.
- ▶ Investigate mystery shopper agencies before you commit. Anyone can post a newspaper or Internet ad. Although genuine mystery shopper jobs exist, they rarely yield the pay promised by scams.
- ▶ Beware of offers that require a strict time frame. In these cases, the time constraint is aimed at getting the victim to send the money before discovering that the employment is a scam or that the check is counterfeit.
- ▶ Be leery of checks received in the mail. Even if a bank initially verifies that a check is legitimate, the bank may later discover that the check is counterfeit; void the funds, and leave you liable.





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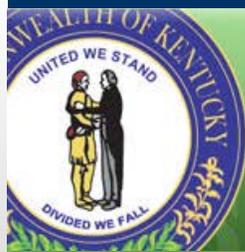
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The Personnel Cabinet website is designed to provide you with human resource related information. Our goal is to make this site easy to navigate and user friendly. Your feedback and suggestions are very important to us.



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Give Us Your Feedback

- About Us**
- Administrative Services** The Personnel Cabinet is focused on “Serving the People Who Serve the People” and looking for new and innovative ways to progress.
- Center for Strategic Innovation** We would like your feedback on how well you think we are doing. Please give us your comments on any services you have received from the Personnel Cabinet and any suggestions you can offer to improve our services.
- Deferred Compensation** We would like your feedback on how well you think we are doing. Please give us your comments on any services you have received from the Personnel Cabinet and any suggestions you can offer to improve our services.
- Diversity & Equality** We would like your feedback on how well you think we are doing. Please give us your comments on any services you have received from the Personnel Cabinet and any suggestions you can offer to improve our services.
- Employee Health Insurance** If you are a classified or KRS Chapter 16 state employee, you may also submit your suggestion to the Kentucky Employee Suggestion System at <http://personnel.ky.gov/emprel/kess/>.
- Employee Relations** If you are a classified or KRS Chapter 16 state employee, you may also submit your suggestion to the Kentucky Employee Suggestion System at <http://personnel.ky.gov/emprel/kess/>.
- Governmental Services Center** We are excited to hear from you.
- Legal Services** *Required fields.
- Human Resources Administration** *Required fields.
- Secretary** *Required fields.
- Contact Us** *Required fields.

Company Name / State Agency:

Street:

Street Line 2:

City:

State:

Zip:

Example: 40769

Phone:

Example: 555-555-5555

Email:

Example: someone@Domain.com

* Subject:

* Comments:

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Kentucky.gov > Privacy and Security

Privacy and Security

Your privacy and security are our highest priority. Ensuring electronic access to state government information and services while maintaining privacy is a guiding principle of the state's [Direction of Enterprise Information Technology](#). The Commonwealth of Kentucky collects only the personal information necessary to provide enhanced services to our citizens and customers. Please note that all non-exempt information collected by Kentucky.gov services may be subject to public disclosure under [KRS 61.870](#), [the Kentucky Open Records Act](#) [PDF].

However, public records containing information of a personal nature are protected from disclosure by the personal privacy exemption of state law. Personal data in our possession is maintained and used in ways that respect individual privacy. The Commonwealth educates our employees about the importance of protecting personal information and consumer privacy, and only authorized employees have access to personal information.

Depending on the situation, we may collect the following information about visitors to our Web site:

- ▶ the domain name, but not the e-mail address
- ▶ the e-mail addresses of those who communicate with us via e-mail
- ▶ aggregate information about which pages consumers access or visit
- ▶ information volunteered by the consumer, such as survey information

This information is used only to improve the scope and content of the state's services online.

Information Sharing

Kentucky.gov will not release personal information to third parties except where it is already provided by law for purposes of notification. We will not provide, rent or sell personal information to third parties for marketing programs or any other purpose. State law restricts the use of personally identifiable information for commercial purposes. Depending on the specific nature of the service, information may be shared with other state agencies as stated in [KRS 61.878 \(5\)](#) [PDF]. This statute allows for the exchange of public records or sharing of information between public agencies when the exchange is serving a legitimate governmental need or is necessary in the performance of a legitimate government function.

Child Online Privacy Protection Act (COPPA)

Except as otherwise permitted by law, the Commonwealth does not knowingly collect and use or disclose the personally identifiable information of a child under the age of 13.

Children under the age of 13 are not eligible to use services that require submission of personal information and should not submit any personal information to us. This includes submitting personal information to the website as part of a user profile or personalization profile. If you are a child under the age of 13, you can use these services only if used together with your parents or guardians. Seek guidance from your parents or guardians if you are under the age of 13.

If we decide to begin collecting personal information from children under the age of 13, we will notify parents that it is being requested, disclose the reasons for collecting it, and disclose our intended use of it. We will seek verifiable parental consent before collecting any personally identifiable information. If we do collect such information, parents may request information on the type of data being collected, view their child's information, and, if they choose, prohibit us from making further use of their child's information. We will not provide personal information about children to third parties.

Internet Cookies

Cookies are short and simple text files stored on your computer by Internet web sites to help identify users and enhance customer service. Kentucky.gov sites may use cookies to customize and personalize your service transactions with state agencies. For example, our web shopping sites may use cookies to keep track of customers and the contents of their shopping cart. In the event the Internet connection is broken or you wish to suspend shopping and resume at a later time, the cookie on your computer will maintain your computer's identity shopping cart information. Cookies do not compromise your privacy or security. Using web browser settings, you can refuse the cookies or delete the cookie file from your computer by using any of the widely available methods.

Security

Kentucky.gov uses the Secure Sockets Layer (SSL) protocol to safeguard your sensitive personal information, including your credit card number, during online transactions. Using this widely accepted form of encryption, your transaction is secured from your personal computer to the Kentucky.gov computer processing your request. The Kentucky.gov processing computers are located behind a secure firewall.

For your protection, never put your credit card number or other sensitive information in unencrypted e-mail. For added security, your credit card information is not stored on a state government database and only authorized employees have access to your credit card number for card processing purposes.

SSL is highly regarded to be a very safe encryption method, but we fully understand if you are not comfortable entering

your credit card information online. In that event, please telephone the agency and speak directly to an agency representative.

If you have trouble purchasing securely at our web site, then you may be behind a firewall or using a proxy server that doesn't allow for secure transactions. If that is the case, then you may phone or fax your order.

Email Correspondence

If you send an E-mail message or complete an unsecured web form, which contains personal information, we collect and store the following information:

- ▶ Any personally identifying information, which you choose to provide (for example your mailing address), in an email message or web form requesting information or if you send any information in a Live Help session, which contains personal information, we collect and store the following information: commenting on policies, issues, or events. Information collected in this manner is used solely for information and, in some cases, to respond to you.
- ▶ If unsecured and / or unencrypted email is used, please do not put confidential and personal information such as social security number, date of birth, bank account and credit card information, mother's maiden name or medical information in your e-mail communications to the Commonwealth. Your privacy cannot be protected or insured by the Commonwealth during email or unsecured web form transmission.

Electronic Payments

It is the intent of the Commonwealth of Kentucky not to use the ACH system for transactions in violation of U.S. Law, including the sanctions administered by the Office of Foreign Assets Control (OFAC). It is also the intent of the agency to be in compliance with the "International ACH Transaction (IAT) rules" that are part of the NACHA Operating Rules. Accordingly, all payments made through this website/online application are intended only for payments not associated with a foreign bank account, which would classify it as an "International ACH Transaction (IAT)" under the NACHA Operating Rules.

Since this website's payment application does not accommodate IAT transactions, payors that would be considered an IAT payor should use some other method of remitting funds to the Commonwealth. Alternative forms of payment would include check or credit card.

Live Help

The [Live Help](#) service is the Kentucky.gov portal's live customer service application that allows visitors to talk with customer service representatives in real-time.

Certain information is collected and maintained in regards to the Live Help service. In addition to IP address, browser type, date and time of the visit, and the referring webpage, transcripts of the chats are saved for statistical, demographic, and/or customer service purposes. Some information is also collected through chat surveys on a volunteer basis.

During a Live Help session, please do not put confidential and personal information such as social security number, date of birth, bank account and credit card information, mother's maiden name or medical information in your Live Help communications to the Commonwealth. Your privacy cannot be protected or insured by the Commonwealth during a Live Help Chat Session, Live Help email or Live Help web form transmission.

When you open a Live Help session a cookie is placed on your system and the Live Help operators are notified that a visitor has entered the Live Help site. At this time operators can see the following information about your session:

- ▶ Browser type and version
- ▶ Host address
- ▶ Host IP number

The purpose of the cookie is to enable the Live Help system to associate each Live Help session with the previous session so that each operator will be able to assist you without requiring that you repeat any information previously provided. You are not required to enable cookies to use Live Help. The cookie will not track any of your browsing activity beyond this page.

Transcripts of the Live Help sessions contain the following information:

- ▶ Session date
- ▶ Session start and end time
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- ▶ Browser type and version
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1. A physical or electronic signature of a person authorized to act on behalf of the owner of an exclusive right that is allegedly infringed;
2. Identification of the copyright work claimed to have been infringed, or, if multiple copyrighted works at a single online site are covered by a single notification, a representative list of such works at that site;
3. Identification of the material that is claimed to be infringing or to be the subject of infringing activity and that is to be removed or access to which is to be disabled, and information reasonably sufficient to permit us to locate the material;
4. Information reasonably sufficient to permit us to contact the complaining party;
5. A statement that the complaining party has a good-faith belief that use of the material in the manner complained of is not authorized by the copyright owner, its agent, or the law; and
6. A statement that the information in the notification is accurate, and under penalty of perjury, that the complaining party is authorized to act on behalf of the owner of an exclusive right that is allegedly infringed.

For copyright inquiries please contact:
Kentucky.gov
Email: copyrightagent@egov.com



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Kentucky.gov > Security Policy

Security Policy

Kentucky.gov uses the Secure Sockets Layer (SSL) protocol to safeguard your sensitive personal information, including your credit card number, during online transactions. SSL protocol is the industry's accepted form of encryption and it provides the highest level of protection possible for Internet communications. Using this widely accepted form of encryption, your transaction is secured from your personal computer to the Kentucky.gov computer processing your request.

The Kentucky.gov processing computers are located behind a secure firewall. For added security, unless you have specified differently, your credit card information is not retained and only authorized individuals have access to your credit card number for card processing purposes.

Additionally, Kentucky.gov processing computers and the various online services are scanned regularly by internal security groups as well as a third party security assessor.

SSL is highly regarded to be a very safe encryption method, but we fully understand if you are not comfortable entering your credit card information online. In that event, please telephone the agency using the toll-free number and speak directly to an agency representative.

If you have trouble purchasing securely at our website, then you may be behind a firewall or using a proxy server that doesn't allow for secure transactions. If that is the case, then you may phone or fax your order.

Security Tips

- ▶ **Never put your credit card number** or other sensitive personal information in unencrypted e-mail, or instant messaging services.
- ▶ **Before you enter your sensitive information** into any website make sure the browser connection is secure by verifying that the URL contains **https://**. Additionally, some browsers may also signify a secure connection with a lock symbol typically located in the bottom right corner of the browser window.
- ▶ **Make sure you are not using** an old web browser.
- ▶ **Keep your web browser up to date** by installing security patches or upgrading to a new version when they are made available.

Additional Privacy and Security Information

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Kentucky.gov > Accessibility Statement

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