



Kentucky Personnel Cabinet

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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 by-ways. 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.

Last Updated 11/10/2011

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[State Parks Offer Employee Discounts](#) (PDF - 260 KB)

[Buy One Night at a KY State Park, Get the Second Night at 50% Off](#) (PDF - 166 KB)

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Career Opportunities

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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.

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Your Job

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- [Employee Handbook](#)
- [Employee Benefits](#)
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- [Employment Opportunities](#)
- [Employee Suggestion System](#)
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- [Agency HR Staff/Consultant Listing](#) (Excel - 290 KB)
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- [Find Emergency Procedures for Employees by Building](#)
- [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](#)
- [Kentucky Employees Charitable Campaign](#)
- [Kentucky Employees Credit Union](#)
- [Kentucky Public Employees Deferred Compensation Authority](#)
- [First Check Loan Application Form \(New Employees Only\)](#) (PDF - 38 KB)
- [Retirement Calculator](#)
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Management Information

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Forms and Memos

- [Forms Library](#)
- [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](#)
- [GEAC Resources](#)



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

- [Employee Programs](#)
- [Employee Benefits](#)
- [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 PEFS.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](#)
- [Personnel Memos](#)
- [Statutes and Regulations](#)

[KHRIS Calendars](#)

[KHRIS Reports Available to HRGs](#)

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

| Classification and Compensation | Org Management |
|---|--|
| <p style="text-align: center;">(502) 564-5300</p> <ul style="list-style-type: none"> Job/Class Specs Non-Merit Information Salary Schedules FAQs <p style="text-align: right;">more...</p> | <p style="text-align: center;">(502) 564-6464</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 |
| <p style="text-align: center;">(502) 564-6883</p> <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> | <p style="text-align: center;">(502) 564-6873</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

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Learn to Live Well

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[Wellness Coalition](#)

[Success Stories](#)

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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 *

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



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| File a First Report of Injury | Forms Library |
| Supplement My Retirement  | Kentucky Employee Connection Newsletter |
| | Humana Vitality |

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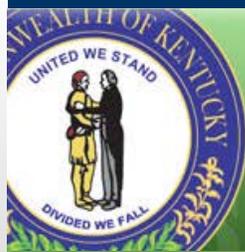


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Kentucky Unbridled Spirit

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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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- ▶ [Symbol_graphic.jpg](#) 632k
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- ▶ [Symbol_graphic.eps](#) 474k
- ▶ Download them all in a [ZIP](#) (665k)

AI Format

- ▶ [Brand_1color.ai](#) 1,166k
- ▶ [Brand_4color.ai](#) 1,168k
- ▶ [Brand_black.ai](#) 1,166k
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- ▶ [Brand_reverse-white.ai](#) 1,143k
- ▶ [Symbol_graphic.ai](#) 598k
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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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[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.

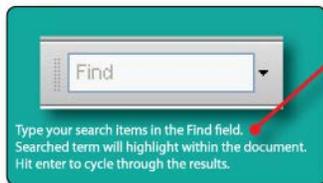
[Meet the Team](#) - Executive Staff Biographies.

[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

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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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- 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](#)

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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

UPCOMING EVENTS



[25th Annual Governor's EEO Conference](#)

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

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)

[Your KHRIS Online Access](#)

[First Onsite Health Clinics](#)

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Memos

[2012 Legal Notice](#) 09/15/2011 (PDF-59KB)



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Personnel Cabinet > Employee Relations > Overview



Office of Employee Relations

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

About Us

Administrative Services

Center for Strategic Innovation

Deferred Compensation

Diversity & Equality

Employee Health Insurance

Employee Relations

Adoption Benefit Program

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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| | | |
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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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[About Us](#)

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.

Last Updated 12/16/2011

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Personnel Cabinet > Legal Services



Office of Legal Services (OLS)

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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



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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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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](#)

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

[Alliance for a Healthier Generation](#)

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.](#)



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.

Feedback

 **Page not found**

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](#)



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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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](#)

[KSP Image Shines at World Equestrian Games](#)

[Aerial Detection Effective Tool for Division of Forestry](#)

[Kentucky Speedway Approved for State Incentives to Bring NASCAR Sprint Cup Race](#)

[Did you know?](#)

[KHRIS Update](#)



[New Take 5 Videos Now Available: Performance Evaluation, FMLA, Mediation and the Americans with Disabilities Act \(ADA\)](#)

[Kentucky State Parks Commonwealth Connection](#)

[New License Plate Offered for 2011](#)

["Spare Time" Successes: Ron Dozer and Philip Lockett](#)

[Fines Began Jan. 1 for Those Texting while Driving](#)

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](#)

[Kentucky Banking Commissioner Appointed to National Regulatory Boards](#)

[Communicator Excellence Awards Announced](#)

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

[2010 AACPM George C. Askew Award Winners](#)

[Audubon State Park Receives National Award for Festival](#)



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](#)

[New Wellness Program Is Now Live](#)

[Wellness Events](#)

[Get in Shape at Rip Camp](#)

[Success Story](#)

[Share Your Wellness Tip or Success Story](#)

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



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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.

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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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[State Park Lodge Room Rates](#)

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

["Spare Time" Successes](#)



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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.

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

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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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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.

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State Office Building, 3rd Floor
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Frankfort, KY 40601

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

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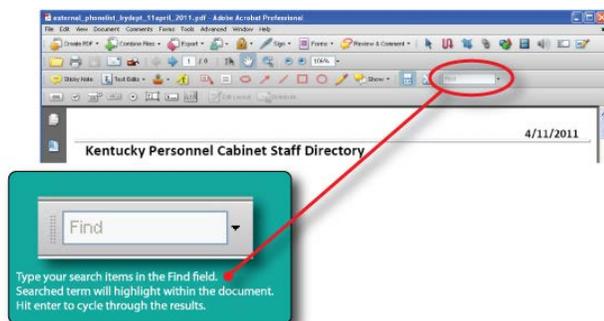
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Personnel Cabinet Contact Links and Information

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](#)
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- Kentucky Employee Suggestion System - [Debbie Bohannon](#)
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- Employee Performance Evaluation System - [Contact Employee Performance Evaluation System](#)
- Employee Training and Consulting - [Governmental Services Center](#)
- Center for Strategic Innovation - [Contact CSI](#)

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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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Wellness

Free Flu Shots



KEHP is pleased to announce all health plan members can receive a FREE flu shot now through Dec. 15, 2011.

Flu shots and the nasal-spray vaccine are available at a variety of participating provider locations including: doctors' offices, health clinics, retail pharmacies, local health

departments and other medical providers. KEHP members can go to any participating provider with Express Scripts Inc. (ESI) or Humana for flu shots and the co-pay will be waived.

If you are enrolled in the Commonwealth Optimum PPO or the Commonwealth Capitol Choice plan, there is no co-pay for either a flu shot or the nasal flu mist. Co-pays have been waived under both the medical and pharmacy benefit.

If you are enrolled in the Commonwealth Maximum Choice or the Commonwealth Standard plan, there is no deductible or co-insurance for a flu shot or the nasal flu mist received at a retail pharmacy. The deductible and co-insurance have been waived. Note: Flu shots and nasal flu mist received from a medical provider (other than a pharmacy) are already payable at 100 percent.

Virgin HealthMiles Ending: Exciting New Wellness Programs to be

Unveiled Soon!



HEALTHMILES

The Virgin HealthMiles program enjoyed much success over the last several years and motivated many to make lifestyle changes to improve their health. The Kentucky Employees' Health Plan (KEHP) and the Personnel Cabinet's Journey to Wellness program are continuously seeking innovative ways for state employees, retirees, teachers and quasi-agency employees to reach their wellness goals.

The KEHP members are requesting wellness programs that provide more choices. KEHP members want individualized programs that reward a broad base of healthy activities. As the KEHP plans for the future of its wellness offerings, staff is looking to implement such a program. As a result, KEHP will no longer offer the Virgin HealthMiles program after Dec. 31, 2011. Members will not lose their accumulated HealthCash, as all HealthMiles accounts will remain open through Jan. 30, 2012 so members can spend down their remaining HealthCash.

KEHP and the Journey to Wellness program remain committed to the needs of its members. New wellness programs will be presented before the next plan year begins. So be sure to watch for announcements from KEHP this fall about exciting new ways KEHP will reward you for meeting and exceeding your wellness goals in 2012. In the meantime, KEHP encourages you to continue to participate in Virgin HealthMiles through the end of the year.

Visit kehp.ky.gov to learn more about current wellness initiatives and visit www.KEHPWELLonline.com to learn about health and wellness offerings available through Humana, the third party plan administrator.

If you have questions about your Virgin HealthMiles account, call 866-852-6467 (Mon-Fri, 8 a.m. – 9 p.m. Eastern Time) or email healthmiles@virginhealthmiles.com.

KEHPWELL Online Personal Wellness Coaching



We have recently introduced the [KEHPWELL Online personal wellness coaching site](#). At this Humana site our employees can access individual wellness coaching options. Once registered, the user can choose to read articles related to health, enroll in a telephone- or email-based individual coaching program and even utilize an instant messaging communication option. Personal health goals are decided by the user and then are supported via resources and individual coaching sessions.

Tips for Staying Well during Flu Season

Autumn brings cooler weather, football games, Bluegrass fall festivals and the holidays. All of these are fun filled ways to enjoy the great outdoors and each other. It also brings cold and flu season. Here are a few ways to protect yourself and your family members from the CDC.

- Cover your nose and mouth with a tissue when you cough or sneeze. Throw the tissue in the trash after you use it.
- Wash your hands often with soap and water. If soap and



- water are not available, use an alcohol-based hand rub.
- Avoid touching your eyes, nose and mouth. Germs spread this way.
 - Try to avoid close contact with sick people.
 - If you are sick with flu-like illness, CDC recommends that you stay home for at least 24 hours after your fever is gone except to get medical care or for other necessities. (Your fever should be gone without the use of a fever-reducing medicine.)
 - While sick, limit contact with others as much as possible to keep from infecting them.

Wellness Events



[Check Out the Journey to Wellness Webpage](#)

Start Today for a Healthier Tomorrow



KEHP now offers the Healthier Generation benefit for the children in the health plan. This new benefit now allows four office visits to a primary care physician, or other qualified doctor, for a weight-management assessment, and four visits to a registered dietitian, or other qualified doctor, for nutritional counseling. Check with your child's pediatrician to

determine if your child is eligible. For details, click [here](#).

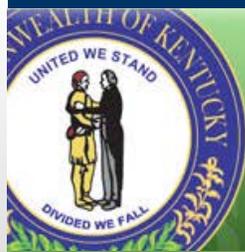
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Money Matters

Try a Kentucky Deferred Compensation Webinar



A webinar is a convenient way to learn more about your Kentucky Deferred Compensation program.

Short for web-based seminar, a webinar is a live presentation allowing interaction between the plan service representatives who are the presenters and the audience. You can participate in a webinar in the comfort of your home or office (with prior approval from your employer), using your computer and telephone to see the presentation online and listen in or participate, as desired. See the quarterly calendar of events below for this quarter's topics and schedule.

The webinar program was launched in July to meet the needs of participants by providing easy access to flexible opportunities for learning. Invitations are currently e-mailed to plan participants in advance. If you have not received an invitation and would like to participate, call 1-800-542-2667 to speak to a member of the Marketing Team. Coming soon, the webinar schedule and registration will be online through the KDC website.

Quarterly Calendar of Events

Webinars, 12:15 p.m.

Get the Facts about the 457 and 401(k) Plans

- Thursday, Dec. 1

Answers to Frequently Asked Questions about KDC

- Thursday, Nov. 10
- Thursday, Dec. 15

Comparing the Facts about Roth IRAs and Traditional IRAs

- To be announced

Lunch and Learn Sessions at the Frankfort Office, 12 p.m. – 1 p.m.

KDC Basics for Public Employees

- Tuesday, Nov. 15
- Tuesday, Dec. 6

To make your Lunch and Learn reservation, call Carol Cummins at 502-573-2120.

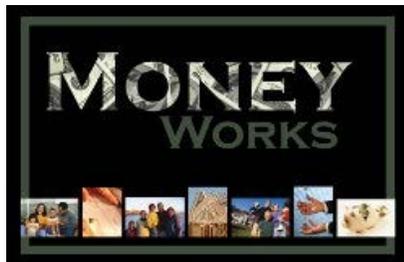
Tips for Finding Money for College

If you're planning on going to college, following these tips from the Kentucky Higher Education Assistance Authority (KHEAA) may give you an edge in the yearly race for scholarship dollars.



- **Complete your Free Application for Federal Student Aid (FAFSA) as soon as possible after January 1.** The FAFSA is used to apply for state and federal student aid. File online at www.fafsa.gov.
 - **Look for local scholarships in your newspaper.** Community organizations and businesses may have scholarships reserved for local students.
 - **Talk with your school counselor,** who is an excellent resource and can tell you about financial aid in general and where to find it.
 - **Talk with a financial aid officer at the school you plan to attend.** He or she can tell you about any aid the school has available.
 - **Find out how to reduce student loan costs.** Most financial aid packages include student loans. Take out loans only after you have received all the free aid — grants, scholarships and work-study — for which you qualify. Federal student loans are generally better deals than private loans, but compare interest rates and repayment terms carefully.
 - **Visit websites** with free information about college, financial aid and careers.
 - **Be a neat freak.** Neat and complete counts when you're filling out applications.
- Apply, apply, apply.** The more financial aid for which you apply, the better your chances of getting enough aid to pay for college. Make sure you meet all deadlines.

To find links to other useful education websites, go to www.gotocollege.ky.gov. For more information about Kentucky scholarships and grants, visit www.kheaa.com; write KHEAA, P.O. Box 798, Frankfort, KY 40602; or call 800-928-8926, ext. 6-7372.



[Annual Credit Report.com](http://AnnualCreditReport.com) (Credit history for free – three times per year)

[Practical Money Skills for Life](#)

[General Information about Money Management](#)

[Protect My Kentucky Home](#)

[Top 10 Ways to Prepare for Retirement](#)

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Green News

New Moth Species Found

Submitted by Joyce Bender, Nature Preserves and Natural Areas Branch Manager



A new moth species in the genus *Grapholita* was found at Bouteloua Barrens State Nature Preserve (SNP), Lincoln County, in mid-April.

Loran Gibson, expert lepidopterist and long-time volunteer researcher for the commission had been working with a colleague in Illinois to identify pupae both had found rolled in the leaves of its host plant. Last year Gibson was authorized by the commission to collect several pupae and was able to see a moth emerge from its cocoon in early April. After study, he and his colleague realized the moth was not described in any literature, making it a species new to science.

Since our acquisition of Bouteloua Barrens SNP in 2004, a number of surprises have turned up regarding rare plant discoveries as well as another rare moth that had not been seen for 100 years.

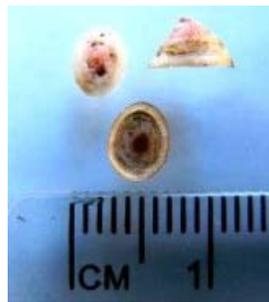
The state nature preserves system protects an amazing wealth of organisms and the habitats critical for their survival. When we dedicate an area into the preserve system, we think we have a good understanding of what occurs there; but then a discovery like this happens and we are once again humbled by our limited knowledge of the natural world. May it always be so.

Division of Water Biologist Discovers Rare Snail in Green River

Submitted by Allison Fleck, Division of Water



Ryan Evans



domed ancyliid

The discovery last year of a rare, tiny freshwater snail living on the banks of the Green River in Hart County is one more indication of the astounding biodiversity of the central Kentucky waterway and the importance of protecting the Green River, said the Division of Water (DOW) scientist who made the discovery.

Ryan Evans, now an aquatic biologist with DOW, was working for the Kentucky Nature Preserves (KNP) Commission when he found specimens of *Rhodacme elatior*, more commonly known as a domed ancyliid due to the shape of its shell. Even though it had not been seen since the late 1800s, Evans thought the snail just might possibly be extant along a certain stretch of the Green.

"I knew the snail had been known to science in that locale of the Green River near Munfordville and it was even described in the 1870s," Evans said. "In fact, a colleague of mine at KNP, Ron Cicerello, suspected that he had collected a specimen in recent years. Unfortunately, it was lost during office renovations at the research university to which it had been sent for verification."

Evans remained intrigued about the little limpet and requested some shell samples from the Academy of Natural Sciences in Philadelphia.

"I photographed the shell from every angle so I could become completely familiar with its appearance," Evans said. "The snail, which is an aquatic gastropod mollusk belonging to the family Ancyliidae, can easily be mistaken for its more common relatives. In fact, you have to look at it under a microscope to identify it with certainty."

Evans said that the type of limpet he found is very particular about its surroundings.

"This limpet lives only in a very special habitat, partly because of its breathing system," Evans said. "This group of snails is actually lung breathing, meaning it brings air into its shell and performs a type of respiration by bringing the air into its body and extracting the oxygen. In the case of the freshwater limpets, they respire by absorbing oxygen directly across the body surface, which allows them to remain immersed in water at all times."

"Because of this process," Evans said, "this limpet must position itself at the edge of a channel, in a riffle, at a specific angle on the bank. So you have to know what you're looking for as well as where to look for it."

Evans said that the water quality of the stream must also be very high for the snail to survive.

"The Green River is known to have excellent water quality," Evans said. "The river flows mainly through rural area, it is clean and unsilted, and it flows fairly naturally without obstructions."

Evans said that finding the snail actually did not take long on the day of discovery.

"I was out collecting specimens of another species with a colleague, Paul Johnson, and decided to look for the snail in a location where I thought I had seen it before," Evans said. "This means sitting on your knees in water picking up and

studying rocks and small boulders in search of snails. After about 45 minutes, I found the snail and was pretty sure it was a *Rhodacme elatior*. I collected only about 20 of them at the time because of their rarity.”

Evans and Johnson sent specimens to researchers at the University of Michigan, where their discovery of the domed Ancyloid was confirmed.

While snails may not seem as glamorous as bald eagles and blue whales, their presence in waterways is an important indicator of stream health. As stated by Michele Nijuis in her article in the August 2009 issue of *Smithsonian* magazine, “snails and mollusks. . .form the bedrock of healthy ecosystems, maintaining water quality by eating algae, feeding ducks, fish, crayfish and turtles, and, through their sensitivity to pollution, serving as early indicators of environmental trouble.”

Evans said he hopes the snail continues to thrive in the Green River.

“It’s gratifying to me to have found a snail once thought to be extinct, but it’s also somewhat depressing when I think of all the waterways we’ve already damaged and all the species we may have lost.”

Thirty-five Years of Biodiversity Protection

Submitted by Joyce Bender, Nature Preserves and Natural Areas Branch Manager



Stone Mountain Wildlife Management Area and State Natural Area. Photo by Marc Evans.

The Kentucky State Nature Preserves Commission celebrated its 35th anniversary this summer, commemorating the occasion at its Sept. 8 commission meeting. Please join us as we reflect on our accomplishments and the people who have helped along the way. For more information about the commission, click [here](#).

In July 1976, the statutes that arose from Senate Bill 155 went into effect. KRS 146.410(2) mandated the commission to “secure for the people of present and future generations the benefits of an enduring resource of natural areas by establishing a system of nature preserves, protecting these areas and gathering and disseminating information regarding them, establishing and maintaining a registry of natural areas, and otherwise encouraging and assisting in the preservation of natural areas and features.” Previous staff as well as those presently employed, performed their jobs with this mandate as their marching orders.

So much has happened over the past three and a half decades that it cannot be adequately summarized here. Fortunately, there is information available on our website to give a broader view of the commission’s history. Former employee Tim Clarke did a great job compiling the highlights of our first 20 years and his synopsis can be viewed in a newsletter article he wrote at:

<http://naturepreserves.ky.gov/news/Newsletters/Natky18.pdf> . Many of the commission’s accomplishments are also summed up in more detail in our biennial reports to the legislature, some of which can be viewed at:

<http://naturepreserves.ky.gov/pubs/Pages/reports.aspx> .

Leading an organization with such an all encompassing mission can be daunting,

especially when most of your staff are quirky field biologists and funding is limited. We have had four executive directors since 1976. Only a few of their many contributions can be presented, but the following are offered as examples of how each man has aided the commission's growth. Donald F. Harker, Jr. served as our first director. With an incredible vision to build capacity, he used several substantial grants to hire a number of field biologists to initiate inventories of the state. These surveys enabled the commission to lay the groundwork from which we started building a rare species database and a nature preserve system. Richard Hannan led the commission from 1982 until 1992. His tenure brought the first appropriation of funds from the General Assembly to purchase nature preserves. Prior to 1990, we dedicated state park properties and cobbled together funds from various sources and matched Land and Water Conservation Fund grants with land donations to reach a total of 18 preserves. The Natural Areas Inventory (NAI) had begun in 1988 and we spent the appropriation on a number of high quality sites that were the first fruits of the NAI process.

Robert McCance was the third director, serving from 1993 until 1997. The Rare Plant Recognition Act was passed during his term, and we closed on the first tract at Blanton Forest State Nature Preserve, the state's largest old growth forest. The nature plate became available in 1995, providing the commission's first regular funding for the acquisition of natural areas. The pace of preserve acquisition really stepped up, resulting in several new preserves as well as key additions to existing preserves. Donald S. Dott, Jr. became the fourth director in 1998 and after 13 years, he has the distinction of being the longest-serving director to date. In 1998, the commission moved ahead with new technology by acquiring Geographic Information System (GIS) capability. In 2001, the commission could finally say there were preserves from one end of the state to the other with the acquisition of 215 acres on the Mississippi River. Don oversaw the reorganization of the agency into two branches. He has also had the toughest series of budget cuts to contend with than did any of his predecessors.

Some current notable items that illustrate the breadth of our work include: protecting 60 state nature preserves and natural areas totaling over 25,000 acres, maintaining over 12,800 records of rare species and natural communities in the Natural Heritage Program database, publishing an amazing atlas that illustrates the Commonwealth's biological riches titled Kentucky's Natural Heritage: An Illustrated Guide to Biodiversity, and conducting inventories and supporting research that has resulted in finding some species new to science and a few species that have not been seen for almost a century. Many of these projects are the results of collaborations with state, federal and private conservation organizations and colleges and universities with whom we share common goals. The job is too big for any one agency, so success lies with strong partnerships.

Pooling expertise and resources is the strategy for the tight fiscal times that we currently must endure. Budgets have certainly waxed and waned over the last 35 years, but we have been dealing with very lean times for the last ten years. This has led to considerable belt tightening and struggles with an aging fleet of vehicles and staff reductions, among our many fiscal woes. Changing attitudes about the environment as well as economic downturns have made carrying out our work much more challenging.

One of the most significant changes to the commission has been the recent retirements of three of our longest-serving employees. Ronald Cicerello, aquatic zoologist, Marc Evans, staff ecologist and Brainard Palmer-Ball, Jr., terrestrial zoologist, constituted the majority of the wealth of biological knowledge that the commission depended upon for making wise decisions about rare species protection and land acquisition for the first 25 years. They built a solid foundation for the younger field biologists who have taken their places. Hopefully these young people will have just as many or more accomplishments to tally when they look back at the commission's 50th anniversary.

Looking ahead, our crystal ball is no clearer than anyone else's. One thing we know for sure, land alterations and invasion of non-native species will continue to take

their toll on natural areas and rare species habitat. The impacts from global climate change are still hard to assess and plan for. The commission is working with partners to consider appropriate responses to the potential changes coming to Kentucky. We are trying to predict where best to designate protected corridors for species movement as conditions change and animal and plant populations shift in response. Outreach to the public remains an important part of our mission that we strive to expand. We need to ensure that all the citizens of Kentucky are aware of the great benefits derived from maintaining high quality natural areas across the Commonwealth. I think it's safe to say that the wild residents living in state nature preserves have that advantage already. The commission will continue to do all we can to sustain the vision that began in 1976.

Recycling News



Did You Know...

You can drop off your personal paper items at the Division of Waste Management's Ky. Government Recycling Section to be shredded and recycled for FREE. They are located at 115 Northgate Dr. in Frankfort Ky. 40601. All items are shredded and confidentiality of personal information is maintained. Papers with staples and paper clips are acceptable, but other metals such as binder clips and plastics need to be removed prior to drop-off. Call Brian Bentley or Timmy Bryant at 564-8070 or e-mail them at brian.bentley@ky.gov or timmy.bryant@ky.gov to schedule an appointment or for more information. Click [here](#) for details about the State Office Paper Recycling Program. Click [here](#) for information on other

recycling opportunities.

Thanks for recycling!



CarpoolKY For information on carpooling with other state employees, click [here](#).

Power Outage Tips

Submitted by Brenda Starr, Office of the Auditor of Public Accounts



Battery operated (Christmas-type) candles work great during power outages, if placed in front of a mirror, the illumination is greater for the room. Of course, the normal flashlight will also work if you point it toward a wall or mirror. And don't forget the good old oil lamps!

Share Your Green Tips!

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 *Kentucky Employee 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. This newsletter is published quarterly by the Personnel Cabinet for all state employees.

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Events

Kentucky State Parks Offers Reduced Rates



Today through March 31, 2012, state, local and federal employees and retirees can receive discounts on lodge rooms and cottages. For more information, click [here](#) (PDF - 260 KB).

Today through March 31, 2012, state, local and federal employees and retirees can receive discounts on lodge rooms and cottages. For more information, click [here](#) (PDF - 260 KB).

KDLA Offers Free, Online Training



The State Library has created additional sessions for some of its most popular online classes. The classes are free to state government employees. You can access the registration forms by clicking [here](#). Class sizes are limited so sign up today if you are interested. The following sessions have been added to the KDLA online training calendar:

calendar:

Your Retirement: Don't Delay, Plan Today will provide a brief overview of your KRS benefits, discuss retirement planning and introduce the new KRS member self-service website. New sessions have been added on

- Tuesday, Nov. 29, 2 p.m. – 3 p.m. ET
- Thursday, Dec. 1, 10 a.m. – 11 a.m. ET

Mexican Night International Classic Dinner at Greenbo Lake

Greenbo Lake State Resort Park's Anglers' Cove Restaurant will be featuring its Mexican Night International Classic Dinner on Dec. 3.

Greenbo Lake State Resort Park is on KY 1, 18 miles north of Interstate 64 from the Grayson exit or eight miles south of U.S. 23, the Country Music Highway, on KY 1. The park features the Jesse Stuart Lodge with 36 rooms, a convention center and Anglers' Cove Restaurant. The park also has a 225-acre lake for boating and fishing, tennis courts, and 25 miles of multi-use trails for hiking, biking and horseback riding. The campground is open April 1 through Oct. 31. Greenbo Amphitheatre features musical concerts and plays during the summer and fall.

For more information, call the park at 800-325-0083.

Elk Tours Offered at Two Eastern Kentucky State Parks



Two Kentucky State Parks in Eastern Kentucky will offer guests a unique wildlife viewing opportunity this fall and winter – elk tours.

Visitors to Jenny Wiley and Buckhorn Lake can choose a weekend, stay at a state park lodge or cottage and arise early to enjoy one of these unique tours. Participants should bring their cameras – there should be great photography

opportunities. The largest elk herds are located on privately owned lands that are normally closed to the public. This is one of the few opportunities available for the public to see the greatest number of elk.

The return of elk to the region is considered to be one of Kentucky's biggest wildlife management success stories. The animals, after being gone from the state for 150 years, were returned in 1997. They now number around 10,000.

Jenny Wiley State Resort Park, Prestonsburg

Fall 2011 dates: Nov. 19, 26; Dec. 3.

Winter 2012 dates: Jan. 14, 21, 28 (Buffalo Night Dinner), 29; Feb. 4, 11, 18, 25; March 3, 10.

Jenny Wiley State Resort Park is sponsoring elk tours at a cost of \$25/person or \$15/children 12 and under. This fee includes your transportation via van to the viewing sites and a continental breakfast. The park also offers packages that include lodging. Because these tours fill up quickly, registration is suggested. Special group and business tours are also available. Call 1-800-325-0142 for information and reservations.

Buckhorn Lake State Resort Park, Buckhorn

Fall 2011 dates: Nov. 12, 13; Dec. 10, 11.

Winter 2012 dates: Jan. 14, 15, 28, 29; Feb. 18, 19, 25, 26; March 10, 11, 17, 18.

Enjoy seeing these majestic animals in their natural habitat. With sightings recorded on every tour over the last several years, guided elk viewing adventures have proven to be memorable wildlife-viewing experiences. Participants must register by calling Buckhorn Lake at 800-325-0058. Participation in the natural history program the evening prior to the trip is strongly recommended. Participants

are also encouraged to bring binoculars, camera, water and snacks. The tour van leaves the park between 5:45 a.m. and 6:35 a.m. depending on the date, and usually returns to the park at around 10:30 a.m. to noon. Package price of \$150 per couple (\$110 per single) includes one night's lodging, dinner on night of arrival, continental breakfast and transportation to and from the elk preserve the following morning. Stay the night before or after with package for an extra \$50. The cost for the tour only can be arranged. Call 1-800-325-0058 for reservations and information.

For more information about these parks and other Kentucky State Parks, visit www.parks.ky.gov.

The Oxen Are Coming!



The Kentucky Horse Park will host the first History Heritage Days today through Nov. 12, which will include eight teams of special oxen shipping in from Maine.

The schedule will include demonstrations of various uses of oxen such as plowing, log hauling, use of a stone boat, maneuvering an ox cart through an obstacle course, driving a single ox, driving a team from behind with reins and yoking-up a team.

John Nicholson, executive director of the park observed, "Teams of horses and oxen have worked side-by-side throughout history, and certainly both have played a huge role in the development of our country. So we are pleased to welcome these fine animals to the Kentucky Horse Park to demonstrate their skills and remind us of the invaluable contributions that oxen have made to opening up the west, farming, the successful outcome of the Revolutionary and Civil Wars, and so much more."

One of the highlights of the History Heritage Days will be the eight teams representing different breeds, all hitched together maneuvering a Big Wheel Log Hauler around the spacious Dressage Complex. (Big Wheels were used in the early 1900s by loggers working in the Midwest and west coast woods.) The oxen will also be hitched to the park's three trolleys for visitors to ride around the park.

The coordinator of the event, Dan Midkiff, purchased his first team of oxen in 2007 and has found them to be very special and interesting animals. He wanted to share this fascination and appreciation with the public, and particularly children. He has been working with the Kentucky Horse Park to make this oxen exhibition a wonderful, educational experience, so schools, 4-H and FFA groups are encouraged to attend.

Dottie Bell, who will participate with her flashy team of Ayrshire cattle, stated, "History shows oxen have been used in agriculture all over the world for centuries. Maine oxen in particular are still hauling from the pine woods of Maine to the Midwest. They helped build New England and move us west, so now we'll enjoy showing Kentucky Horse Park visitors what our Maine oxen can do."

Demonstrations will take place daily beginning at 9 a.m. and ending at 4 p.m.

The History Heritage Days are included with park admission. From today through Mar. 14, the park is open Wednesdays through Sundays. Admission is \$9/adults, \$6/children ages 7-12. Children ages 6 and under are always admitted free of charge. Special group rates are available for schools and other groups by contacting the Group Sales Department at 859-259-4225 or groupsales@kyhorsepark.com.

Pennyrile Forest Hosting Veterans Day Weekend Event Nov. 11-12



Pennyrile Forest State Resort Park is inviting everyone to come out and help salute our Veterans! This Veterans Day Weekend, Nov. 11-12, visit the park to hear veterans tell their stories of service to our country.

This program is free for all to attend. Veterans are invited to come and tell their stories and bring their memorabilia. Mike Freeland, a World War II veteran, will be on hand to begin the story telling on Friday. He will also teach a workshop on writing your story and host a book signing on Saturday.

Registration is from 5- 6 p.m. on Friday, Nov. 11. There will be a session on the "Experience of War Stories" at 7 p.m. That session will continue Saturday at 10 a.m. Then at 1 p.m., Freeland will conduct a session on "How to Write Your Story." He will hold a book signing at 3 p.m.

Lodging discounts are available. Call the park at 1-800-325-1711 for details and reservations.

Pennyrile Forest State Resort Park is 20 miles northwest of Hopkinsville, on KY 109 N. From the Western Kentucky Parkway, exit at Dawson Springs and take KY 109 south. Pennyrile Forest State Resort Park is nestled within Pennyrile State Forest. Park facilities include a lodge, cottages, restaurant, campground, 18-hole golf course, 56-acre lake, rental boats, playgrounds, tennis-basketball court, miniature golf course, hiking trails and meeting rooms.

National Conference Coming to Kentucky in 2012



The Governor's Office of Agricultural Policy (GOAP) is proud to announce the National Council of State Agricultural Finance Programs (NCOSAFP) has accepted an invitation to hold the 2012 NCOSAFP Annual Conference in Kentucky. GOAP's agricultural finance staff, Bill McCloskey and Cyndi Hall, extended the invitation at this year's conference in Nebraska for Kentucky to host the 2012 conference.

The council provides national representation for states that operate finance programs for farmers, ranchers and the agricultural industry. Organized in 1984, the council is a non-profit organization that provides a forum for sharing ideas and serves as an information clearinghouse for its member state agencies and the general public they serve.

The council provides information about state programs being developed across the nation and on farm finance issues and legislation developing in Washington, D.C. The council is also involved in the promotion and support of rural economic development programs.

The conference, which is held in a different state each year, will bring around 50 folks from across the United States to Kentucky. This gives us the opportunity to showcase Kentucky and Kentucky's agriculture industry. The conference, held in the fall, will span four days with both seminars and bus tours to provide a well-rounded experience.

Visit <http://www.stateagfinance.org> for more information about the council and its member states. To learn about agricultural finance opportunities through the Kentucky Agricultural Finance Corporation, visit <http://kafc.ky.gov>.

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 is published quarterly by the Personnel Cabinet for all state employees.

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Community Service

KECC – Making the Holidays Brighter for Those in Need



Over the years, through KECC, Kentucky employees have helped thousands of people in need. You have shown that “People Helping People” is just part of who

we are. But times are tough, and more than ever, our friends and neighbors need us. As we approach the holidays, the KECC Charities need our help to make the hopes of Kentucky families come true this year.

Please take a moment to make the lives of your fellow Kentuckians a little brighter this holiday season by making a pledge. For less than the cost of a large coffee every two weeks, you can give hope to a family suffering from a cancer diagnosis, or give a young person with special needs a chance to play the same games that other kids play every day.

Whether you give \$3 a paycheck or more, do your part. Download a pledge form from KECC.org and turn it in today. Large or small, your gift changes lives.

Help Make a Difference!

Make a difference in the Capital City on Nov. 19 as Go Frankfort organizes community volunteers to work on projects in Frankfort and Franklin County.

[Sign up](#) as an individual or as a group on our website,



www.GoFrankfort.org. Projects will be for the benefit of local charities and community projects with the work day beginning with registration at 8:30 a.m. at the First United Methodist Church, 211 Washington St. in downtown Frankfort.

Community work will take place from 9 a.m. until 1 p.m. and will be followed by a lunch for our volunteers. All ages are invited as there will be youth projects as well.

Let's Go Frankfort and make a difference.

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!

They need your help! It takes many hands to put on such a large event. Will you consider helping?

 This year's Market will be March 1-4 at the Lexington Convention Center in Lexington, Ky. There are openings for Wednesday through Sunday and a range of specific hours from which you may choose. They are asking for volunteers to work a minimum three-hour shift.

To register to be a volunteer, please click [here](#).

Please note that shifts will be filled on a first-come-first-served basis and once a time slot is filled, it will be removed from the sign-up form.

For questions or inquiries, contact Charla Reed:

Kentucky Arts Council
21st Floor, Capital Plaza Tower
500 Mero St.
Frankfort, KY 40601-1987
502-564-3757, ext. 485
charla.reed@ky.gov

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 is published quarterly by the Personnel Cabinet for all state employees.

502.564.7430.

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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 Oct. 6, 2011 at the Frankfort Convention Center as part of Kentucky Public Service Recognition Week.

Created in Oct. 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 and community service or volunteerism.

The 2011 award recipients are:

Courage

Ronnie Day, Executive Director, Kentucky Fire Commission/Volunteer Fire Fighters



Personnel Cabinet Secretary Tim Longmeyer, Ronnie Day and First Lady Jane Beshear

Professional Achievement

Robert Gates, KY Folklife Program Director, KY Historical Society, Tourism, Arts & Heritage Cabinet



Personnel Cabinet Secretary Tim Longmeyer, Robert Gates and First Lady Jane Beshear

Community Service or Volunteerism

Stacie Jones, Kinship Care Coordinator,
Cabinet for Health & Family Services



Personnel Cabinet Secretary Tim Longmeyer, Stacie Jones and First Lady Jane Beshear

Customer Service

Sandra Lovett, Adult Protection Worker, Cabinet for Health & Family Services



Personnel Cabinet Secretary Tim Longmeyer, Sandra Lovett and First Lady Jane Beshear

Teamwork

Division of Technology Services, Personnel Cabinet



Front row, (L-R): Personnel Cabinet Secretary Tim Longmeyer, Robbie Perkins and First Lady Jane Beshear. Second row, (L-R): Michele Kays, Holly Studler, Gail Cooper, Debbie Dawson, Ruth Hawkins, Debra Webber, and Wendy Campbell. Back row, (L-R): Erika Duncan, Shannan Goodrich, Kimberly Hatter, Laurie Wilson, Neil Poplewell, Emily Parr, David White, Lisa Jeffery, Greg McGaughey, Angie Taulbee, Steve King, James Koontz, Rebecca Billings, and Rebecca Whitaker.

For an overview of each nomination, click [here](#). For more information about GAA, click [here](#).

Kentucky ABC Named Enforcement Agency of the Year



Tony Dehner, commissioner, Kentucky Department of Alcoholic Beverage Control (left), presents the NLLEA Agency of the Year Award to Mike Razor, director, Division of Enforcement.

The Kentucky Alcoholic Beverage Control (ABC) Enforcement Division was recently awarded the 2010 National Liquor Law Enforcement Association (NLLEA) Agency of the Year at the NLLEA Annual Conference in Orlando, Fla., for its efforts in combating underage drinking and preventing illegal alcohol sales. This is the second national award in the last two years for the ABC, winning last year for the Law Enforcement Officer of the Year.

“This award recognizes Kentucky’s proactive approach to underage drinking by combining efforts of the education and law enforcement divisions into a successful model,” said ABC Commissioner Tony Dehner.

With 25 field investigators, Kentucky ABC Enforcement monitors more than 8,000 licensees throughout Kentucky. During 2010, enforcement personnel conducted 3,616 alcohol compliance checks resulting in 226 violations. Based on these numbers, retailers maintained a 94 percent compliance rate.

Along with compliance checks, ABC conducted 56 Targeted Enforcement Details (TED) resulting in 830 citations. During TEDs, ABC investigators work at public events, such as football games, festivals and fairs where alcohol is sold, and focus on alcohol violations. This allows other law enforcement agencies to prioritize traffic, crowd control and other essential duties.

Law enforcement agencies also collaborate with the ABC Education Branch as a preventative approach to ABC compliance. The education branch trains more than 4,000 servers and sellers each year in responsible sales practices through the Server Training in Alcohol Regulations (S.T.A.R.) program.

Kentucky ABC issued more than 1,900 criminal citations to suspected violators and issued more than 340 administrative case reports against alcohol licensees in 2010.

The National Liquor Law Enforcement Association is a non-profit association of law enforcement personnel dedicated to the enforcement of liquor laws and regulations in the United States and Canada.

Kentucky State Police Announce Employee of the Year and Other Civilian Awards



Bruce Olin (center), a Crestwood resident and Pikeville native, received the Kentucky State Police Employee of the Year Award on Oct. 10 from Justice and Public Safety Cabinet Secretary J. Michael Brown (left) and KSP Commissioner Rodney Brewer (right).

Twenty-five civilian employees were honored by the Kentucky State Police at a ceremony held Oct. 10 at the Capital Plaza Hotel in Frankfort.

Crestwood, Ky. resident Bruce Olin was named 2011 KSP Civilian Employee of the Year. A 33-year veteran of the agency, Olin is a program coordinator with the Public Affairs Branch at KSP headquarters in Frankfort.

Olin spent 27-and-a-half years with the agency as a state trooper, retiring in 2005 from the Electronic Crimes Branch. He returned in 2008 as a civilian employee and now serves as state coordinator for the Drug Abuse Resistance Education (D.A.R.E.) program, a police officer-led series of classroom lessons that teach children from kindergarten through 12th grade how to resist peer pressure and live productive drug and violence-free lives. In this role, he is responsible for the statewide coordination of current D.A.R.E. curriculum and training for all D.A.R.E. instructors in the state. Currently, there are 70 federal, state and local law enforcement officers involved in the program. In the 2010-2011 school year, approximately 16,000 students in Kentucky received D.A.R.E. instruction and an additional 4,300 were exposed to the program.

During the past year, Olin was notified that funding for the D.A.R.E. program would be terminated. In response, he developed a contingency plan to keep the program in operation while new funding could be secured. Through his diligence and ability to communicate the effectiveness of the program, Olin convinced the original sponsor to reconsider and continue to fund the program. He also successfully prepared the program for reaccreditation review by the national D.A.R.E. America organization, which granted a four-year extension to the program in Kentucky.

In addition to his D.A.R.E. responsibilities, Olin is in charge of the Public Affairs Branch vehicle fleet, which includes trucks and trailers used to transport the agency's historic vehicles, drug education trailer, highway safety crash trailer, vehicle roll-over simulator and other equipment to trade shows and community events throughout the state.

Having earned his commercial driver's license, he also functions as an on-staff driver to deliver needed equipment to KSP's 16 post areas.

A native of Pikeville, Olin is a 1972 graduate of Millard High School and a 1984 graduate of Eastern Kentucky University. He is the son of the late Walter John Olin

and the late Stella Gail Coleman Mays, both of Pikeville.

Other KSP civilian employees who received awards included:

Police Communications Support Award

Daniel Priddy, Police Telecommunicator II, Post 3-Bowling Green

Jimmy Kitchens, Police Telecommunications Shift Supervisor, Post 3-Bowling Green

Houston White, Police Telecommunicator II, Post 12-Frankfort

John Farler, Sr., Police Telecommunicator II, Post 3-Hazard

Clerical Support Service Award

Carolyn Coldiron, Administrative Specialist III, Post 10-Harlan

Lisa Miller, Administrative Specialist III, Supply Branch-Frankfort

Miki Sauer, Administrative Specialist III, Post 16-Henderson

Driver Testing Administrative Support Award

West Region: Harold Masden, Certified Driver Testing Administrator I

East Region: Terrence Stevenson, Certified Driver Testing Administrator I

Forensic Services Support Award

Laboratory Analyst: Susan Robinson, Forensic Scientist Specialist II, Central Laboratory Branch, Frankfort

Regional Laboratory Analyst: Shane Hardison, Forensic Scientist Specialist I, Western Laboratory Branch, Madisonville

Forensic Laboratory Supervisor: Katrina Featherston, Forensic Laboratory Supervisor,

Central Laboratory Branch, Frankfort

Commercial Vehicle Support Award

Robert Boggs, Jr., Commercial Vehicle Inspector II, Region 4-London

Laura Monroe, Administrative Specialist III, Program Support Branch-Frankfort

Administrative Support Service Award

Jimmy Carey, Law Enforcement Training Instructor II, Academy Branch-Frankfort

Pam Hamrick, Internal Policy Analyst II, Financial & Grants Management Branch-Frankfort

Bruce Olin, Program Coordinator, Public Affairs Branch-Frankfort

Administrative Support Supervisor Award

Misty Moore, Program Coordinator, Criminal Identification & Records Branch-Frankfort

Scientific Support Service Award

Fred Crane, Forensic Latent Fingerprint Analyst III, AFIS, Criminal Identification & Records Branch-Frankfort

Computer Technology Technical Support Award

Ruth Sudduth, Administrative Specialist II, Electronic Crimes Branch-Frankfort

Records Technical Support Service Award

Steven Rodgers, Maintenance Superintendent II, Criminal Identification & Records Branch-Frankfort

Maintenance Support Service Award

Anthony Butler, Maintenance Worker II, Technical Services Division-Trooper Island

Communications Technical Support Award

Larry Yates, Network Analyst III, Communications & Computer Technologies Branch-Frankfort

Properties Management & Supply Technical Support Service Award

Jerry Ellis, Jr., Fleet Service Manager, Supply Branch-Frankfort

Operational Support Award

Gary Thomas, Jr., Criminal Intelligence Analyst I, Vehicle Investigations Branch

Plans Win 2011 Awards



(Left) Chris Biddle, legal counsel, and (center) Bob Brown, executive director, accept the NAGDCA 2011 Effective Communication Leadership Awards from (right) Gay Lynn Bath, 2011 NAGDCA president, Sept.12, 2011.

Kentucky Deferred Compensation's (KDC) online Live Chat feature and Transition of Plans Communication earned 2011 Effective Communication Leadership Awards from the National Association of Government Defined Contribution Administrators (NAGDCA), the National Organization for Governmental Defined Contribution Plans.

KDC is proud that its service to Kentucky public employees has once again received national recognition of excellence from an organization as well-known as NAGDCA.

The KDC program has earned more Leadership Awards than any other NAGDCA member.

The Kentucky Department of Public Advocacy Alternative Sentencing Social Worker Program Wins NCJA Outstanding Criminal Justice Program Award



Edward C. Monahan, public advocate, accepts the National Criminal Justice Association's 2011 Criminal Justice Program Award for the Southern Region on behalf of the Kentucky Department of Public Advocacy Alternative Sentencing Social Worker Program presented by Kristen Mahoney, president of the National Criminal Justice Association and executive director of the Maryland Governor's Office of Crime Control & Prevention.

The National Criminal Justice Association is pleased to honor the Kentucky Department of Public Advocacy Alternative Sentencing Social Worker Program with its 2011 Outstanding Criminal Justice Program Award for the Southern Region. This program was recognized for providing social worker services to indigent non-violent defendants who are represented by Kentucky public defenders. The social workers develop plans that provide personalized rehabilitative support that address pivotal aspects of offenders life such as addiction, physical health, mental health, housing, education, employment, family and other issues to improve the client's successful function in the community and reduce recidivism.

The NCJA Outstanding Criminal Justice Program Awards are given out annually at the National Forum on Criminal Justice and Public Safety. This year's conference took place July 31-Aug. 2 in Jersey City, New Jersey.

The use of social workers to guide offenders into effective treatment programs is advantageous for multiple reasons including: their assistance is covered by attorney-client privilege, which increases the likelihood and effectiveness of early intervention; they improve coordination and cooperation among criminal justice agencies and treatment providers, and their early involvement in a case increases the likelihood of pretrial release or probation.

Each social worker has saved 10,000 days of incarceration and \$100,000 in incarceration costs. If the DPA social worker program was implemented across the state of Kentucky, the projected savings to taxpayers would be estimated at \$3.1-\$4 million per year.

Secretary of the KY Justice and Public Safety Cabinet J. Michael Brown praised the program saying, "The DPA Alternative Sentencing Social Worker Program has shown itself to be an important tool for the criminal justice system, by guiding offenders into effective treatment programs, and ultimately reducing recidivism and decreasing incarceration costs. A study of the pilot program by the University of Louisville Kent School of Social Work determined that, between October 2006 and October 2007, 82 percent of adult defendants who received DPA social worker services and who were released from incarceration were still in the community six months later."

The NCJA Outstanding Criminal Justice Program Awards are a way to seek out and share successful criminal justice programs. The purpose of these awards is to highlight programs that:

- Address an important criminal justice issue;
- Demonstrate effectiveness based on program goals;
- Are a good example of used of federal funds to initiate the program that is subsequently supported through state and local funds or is self sustaining; and
- Can be easily replicated in other jurisdictions.

For more information about NCJA or the Outstanding Criminal Justice Program Awards, please visit www.ncja.org.

KHS Receives American Association for State and Local History Award

The logo for the Kentucky Historical Society, featuring the text "KentuckyHistoricalSociety" in white on a dark green rectangular background.

The Kentucky Historical Society (KHS) has received an award of merit from the American Association for State and Local History (AASLH) Leadership in History Awards.

The award is for two issues of KHS's quarterly publication, "The Register of the

Kentucky Historical Society,” which is among the oldest historical journals in the United States. The award-winning issues are entitled “Abraham Lincoln and Kentucky” and “Kentucky and the Contested Legacy of Jefferson Davis.”

The award recognizes achievement in the preservation and interpretation of state and local history. The AASLH awards program was initiated in 1945 to establish and encourage standards of excellence in the collection, preservation and interpretation of state and local history throughout the United States.

“We are very pleased to receive this award from AASLH. It is the result of a team effort by our editorial staff and design studio. We are grateful to the scholars whose contributions have furthered our understanding of Abraham Lincoln, Jefferson Davis and their times,” said Nelson Dawson, Ph.D., editor of the Register.

This year, AASLH conferred 59 national awards honoring people, projects, exhibits, books and organizations. The winners represent the best in the field and provide leadership for the future of state and local history. Awards were presented at a special banquet during the 2011 AASLH Annual Meeting in Richmond, Va., Friday, Sept. 16, 2011. The banquet is supported by a generous contribution from the History Channel.

The AASLH is a not-for-profit professional organization of individuals and institutions working to preserve and promote history. From its headquarters in Nashville, AASLH provides leadership, service, and support for its members who preserve and interpret state and local history in order to make the past more meaningful in American society. AASLH also produces publications and sponsors regional and national training workshops.

For more information about AASLH or the Leadership in History Awards, call 615-320-3203 or visit www.aaslh.org.

UI Tax Enforcement Staff Receives Kudos for Going Above and Beyond

Submitted by Terri Bradshaw, Office of Employment and Training



Members of the Status and Accounting Sections of the Unemployment Insurance Tax Enforcement Branch are: left to right, seated, Courtney Hackworth, Jessica Harris, and Janet Bartley. Middle row, Drew Hockensmith, Michelle Watts, Martha Johnston, Tara Welch, Heather Mitchell, and Carol Robinson. Back row, Joe Oliver, Justin Cuatto, Louise Drury, Kathy Lester and Andy Hudgins. Not pictured are Judy Surber, Lindsey Ballard, Janet Powell, Janet Rogers, Darrin Burton, Chad Atha and Phil Carrico.

Each year, in order to calculate tax rates for employers for the coming year, quarterly tax reports and payments through the second quarter of the year must be audited by tax accounting staff in the Office of Employment and Training, by the end of September.

On Sept. 1, 2010, there were 21,547 transactions to be audited, and staff was able

to complete the auditing process by the end of September with little worry. On Sept. 1, 2011, however, there were 46,127 transactions to be audited. In addition to having more than twice the amount of transactions to audit, the Accounting Section had fewer staff (two positions were recently vacant due to promotions) while other members of the section were plagued with illness during September. In spite of that, the members of the Accounting Section banded together, put noses to the grindstone, and got to the task of report auditing.

Members of the Status Section, who normally are not involved in the report audit process, were given a crash course in report auditing, and themselves got to the task of auditing while also maintaining the basic functions of the section.

Through the hard work and dedication of the staff of these two sections, what seemed like an insurmountable task was successfully conquered. Their focus and drive have allowed us to maintain our timeline of service delivery to the public. In order for employers to have tax rates before the beginning of the year (when they start using the new tax rates), it is imperative for the audit process to be complete by the end of September, and our staff rose to that challenge. They are a perfect example of doing more with less in order to serve the people of the Commonwealth.

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 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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Featured Stories

Parks' Sign Shop Showcases Its Talent

Submitted by Diane Reiff, Kentucky Department of Parks



Department of Parks' Sign Shop staff: front row, Brad Holler and Greg Beasley. Back row: Mike Gibson and Joe Miller.



Angler's Cove Restaurant Sign



Lake Cumberland Entrance Sign

Kentucky State Parks does not have the “cookie-cutter” signs that are seen on the Interstate or by-ways. Many are created from wood and are unique - welcome signs, recreational activity signs, or a sign for a park restaurant. Greg Beasley is the manager of the Sign Shop and has a staff of three talented men who rise to the occasion to be creative and detailed. Greg has been with the department for more than 11 years and displays a talent for not only stream-lining projects so they are completed on time and within the client’s budget, but also for offering them an outstanding product that is not only durable but attractive. The Sign Shop is mainly utilized by our state parks, though they may also handle jobs for other departments and companies when they have the time.

Designing a new sign or refurbishing older signs is just one part of their responsibilities. Mike Gibson, Joe Miller and Brad Holler are the skilled wood workers, sign makers and graphic designers who make it all possible. The Sign Shop is capable of designing, fabricating and installing any type of sign regardless of its complexity. Not only do they design signs, they also handle framing and engraving. Some recent projects they've completed include: a new vinyl logo design for a truck that the State Parks use in the field; a special welcome sign for an important group arriving at Jenny Wiley which was cleverly thought-out and can be re-used by disconnecting a portion of the sign to enable it to be used to welcome all guests throughout the year; and a brochure holder created in collaboration with both State Parks and Wolfe Creek Hatchery and is now being used as a prototype for other parks in the system.

Many projects created by the Sign Shop are seen by people throughout Kentucky. This small team is big in talent and dedication that is visible in every project they complete.

Kentucky Division of Forestry Assists Southern States as Drought Sparks Wildfires across the South

Submitted by Lynn True, Kentucky Division of Forestry



The KDF strike team in North Carolina: front row, Dennis Woolard, Kevin Radschweit, Adam Michels, James Morris, and Josh Frazier. Back row, Chris Scott, Steve Hammond, Matt Adkins, James Armstrong, Jim Bryan, and Chris Adams. Photo courtesy of the Kentucky Division of Forestry.

The 2011 summer wildfire season was particularly severe throughout the south due to an ongoing drought prompted by La Nina and exacerbated by strong winds, unseasonably warm temperatures and low humidity. The wildfires threatened communities, destroyed homes, endangered the health and well-being of citizens and devastated forest land throughout the south. Many of the southern states, faced with limited resources, were forced to seek assistance from across the country. As a result, firefighters from more than 47 states, including Kentucky, helped combat the fires.

Kentucky sent a total of four engine strike teams throughout the summer to Florida,

Georgia, North Carolina and Texas. An engine strike team consists of five type VI engines (four-wheel drive pickup trucks with 200-gallon water tanks and foam capabilities), 10 firefighters and one strike team leader. The first team sent by the Kentucky Division of Forestry (KDF) departed June 14 for northeast Florida. Ultimately, the team was assigned to the Espanola Fire, the White Eagle Fire and the Little Haw Creek Fire to assist with suppression efforts.

The second and third teams, comprised of five engines and 11 KDF firefighters each, were sent to Waycross, Georgia on June 21 and July 7, respectively. Both teams were assigned to the Sweat Farm Again Fire located in southeastern Georgia near the Okefenokee Swamp. The fourth and last team, another five engines and 11 firefighters, responded to orders requested by the North Carolina Forest Service on July 22. The team assisted with the Juniper Road Fire in the southeastern part of the state.

In addition to the four engine strike teams, seven individual resources, including a public information officer, a receiving and distribution manager, an engine operator, an engine boss and three dozer bosses, were sent to assist Texas and Georgia.

Once the wildfire outlook improved for these states, Kentucky firefighters all returned home to prepare for the fall forest fire hazard season.

Kentucky has a long history of assisting other states with wildfire emergencies and is able to do so through the Southeastern Interstate Forest Fire Protection Compact. The compact is a group of 10 states that provide firefighting assistance to members in times of need. Established in the early 1950s, the compact allows states to share skilled firefighters and equipment and be reimbursed for personnel and equipment costs. Member states help each other to the extent they can, depending on their own wildfire status. Assistance from Kentucky is typically provided during the summer months because wildfire conditions are usually stable due to high humidity levels in our region. During the fall and spring forest fire hazard seasons, however, KDF personnel are busy at home enforcing forest protection laws and suppressing wildfires.

Leah MacSwords, director of KDF, said that sharing resources is common outside of our own state's forest fire hazard seasons. "We were fortunate to be able to share our resources with other states this summer, and we know we can depend on them reciprocating the favor during our own wildfire emergencies," MacSwords said.

Responding to wildfires proved to be a challenge for the southern region this year; however, reductions in staffing, equipment and other resources are not unique to the states mentioned in this article. KDF is also doing more with less, and the ability to respond to wildfires and protect the surrounding forests and the safety of our communities is under constant strain. Personnel who are trained in wildland fire suppression provide a critical need in times of emergency and their skills ultimately protect private and public land, homes and public safety. Unfortunately, the importance and dangers of their job are often overlooked. The deaths of two firefighters in Texas and two firefighters in Florida this summer are painful reminders of the loss of one of KDF's own firefighters last season. These tragedies not only serve to remind us of the dangers facing firefighters each and every time they respond to a call, but also to the public's need to support their efforts.

Kentucky Division of Forestry employees involved in out-of-state fire incidents in 2011

1. Chris Adams*
2. Dwayne Anderson*
3. James Armstrong
4. Matt Adkins*
5. Jerry Brown*
6. Jody Benningfield
7. Jim Bryan*

8. Michael Carter
9. Tim Crowell
10. Josh Frazier*
11. Haley Frazier
12. Michael Froleich
13. Sean Godbold
14. Sarah Gracey
15. Mike Hale
16. Nathan Hall*
17. Steve Hammond*
18. John Paul Hart
19. Matt Haywood
20. Brandon Howard
21. Adam McGuire
22. Adam Michaels
23. John Mink*
24. Darren Morris
25. James Morris
26. Susan Nightingale
27. Kevin Radschweit*
28. Luke Saunier
29. Chris Scott*
30. Jeff Smith
31. Jeremy Tackett
32. Nick Valentine
33. John Wethington
34. Chris Wiedamann
35. Floyd Willis
36. Dennis Woolard
37. Brian Yeager

*Denotes personnel who volunteered for two assignments.

Governor's EEO Conference Celebrates 25 Years!



Office of Diversity and Equality Executive Director Arthur Lucas (left) and Personnel Cabinet Secretary Tim Longmeyer (center) present former Kentucky Gov. Martha Layne Collins (right) a plaque recognizing her vision in founding the Governor's EEO Conference 25 years ago and to commemorate her keynote address at this year's 25th anniversary conference.

The Personnel Cabinet's Office of Diversity & Equality hosted the 25th Annual Governor's Equal Employment Opportunity Conference on Oct. 18 at the Kentucky International Convention Center in Louisville. This annual conference provides training opportunities for state EEO and human resources professionals. More than 240 state employees attended workshops on generational diversity, dispute resolution, investigative procedures, the veterans' preference and changing trends in Kentucky's workforce demographics at the sold-out event.

In celebration of the conference's 25th anniversary, former Gov. Martha Layne Collins, who founded the annual conference in 1986, addressed attendees during

the Governor's EEO luncheon. Gov. Collins congratulated the Personnel Cabinet on 25 years of excellence in ensuring equality and workplace justice and challenged attendees to continue looking forward. "There is more work to be done," Gov. Collins remarked as she addressed the need for embracing a more global perspective on diversity and inclusion.

Exotic Employees Arrive at Kentucky Horse Park

Submitted by Cindy Rullman, Kentucky Horse Park



A rare and exotic breed of horse from India, the Marwari, has become the newest addition to the staff at the Kentucky Horse Park.

There are only 16 known Marwari horses outside of India, and the Kentucky Horse Park will have four of those horses on view for the public. John Nicholson, executive director of the park, said, "We are delighted and honored to have been chosen as the keeper of the

last, precious band of these rare equines on this continent. They will be treasured and enjoyed by the literally millions of park visitors who will see them in the upcoming years." The Marwari horses will be on staff in the Breeds Barn at the park. (Photo by James Shambhu.)

Transportation Cabinet 'Will Never Forget'

Memorial to 9/11 victims allows employees to observe 10th anniversary and share thoughts

Submitted by James Isaman, Kentucky Transportation Cabinet



Members of the Transportation Cabinet's Professional Development Branch presented the 9/11 memorial. Pictured are (from left): Ramona Brock, Mary Beth Goodrich, Secretary Mike Hancock, Stephanie Teasley and Christopher Vaught. Photo by Jeremy Wooldridge.



Mark Bryan of the Commonwealth Office of Technology (right) watches a slideshow presentation as others read the names of those lost in the World Trade Center attacks on Sept. 11, 2001. Photo by Jeremy Wooldridge.

The mood, like the lighting, was subdued as a gentle flow of people streamed through the room. Hushed conversations were barely audible as music played in unison with a slideshow. A familiar scene to many, yet no funeral arrangements, no caskets and no mourners. This procession was taking place in the Transportation Cabinet Office Building in Frankfort.

Employees were visiting a memorial to the victims of the 9/11 attacks as the 10th anniversary drew near. The memorial, presented by the Transportation Cabinet's Professional Development Branch, was held on Friday, Sept. 9.

"I was married to a firefighter at the time of the attacks and had two small children. I couldn't imagine being left a widow and my children fatherless," said Stephanie Teasley, the project coordinator. "The people we lost on 9/11 always deserve to be remembered and recognized. The 10th anniversary seemed an appropriate time to do so."

The memorial included display boards listing the names of the victims and timelines of the events that occurred on Sept. 11, 2001. The most prominent exhibit resembled the World Trade Center towers. The displays were created by the Transportation Cabinet's Division of Graphic Design and Printing.

"Working on the memorial and seeing how it impacted everyone who visited it was an extremely heartfelt and emotional experience," said Professional Development Branch Manager Ramona Brock. "I am so proud of what my team and the graphic design staff did. I appreciate the time everyone gave who worked on or visited the memorial to pay tribute to the victims of 9/11."

The audio-visual presentation featured retrospective slideshows, interviews with surviving family members and original poetry by the branch's Mary Beth Goodrich.

"'We Shall Stand' was a reflection for me to never forget that so many lives were taken that day, and yet so many lives were given to ensure my freedom," said Goodrich. "The inspiration came from knowing that our Statue of Liberty has stood

through so many wars and the test of time, and what it means itself.”

Memorial visitors were also encouraged to share their reflections on a conference room whiteboard.

One wrote, “This day will always hold special remembrance for me. I was working at a major airport, and the three days following the attacks were filled with total silence. No jets in the sky, no takeoffs or landings, no support vehicles, nothing but total silence. May we never forget.”

Getting a Book from the State Library Just Got Easier

State government employees can now download audiobooks, e-books and more at the State Library. It's easy to do:



- Browse hundreds of downloadable audiobooks and e-books at [Kentucky Libraries Unbound](#). Select from popular fiction and nonfiction: biographies; mystery, suspense and thrillers; romance; self improvement; business; history and more!
- Check out with a valid State Library account number, and
- Download to your computer, transfer to supported devices or burn many titles to CD.

This collection is available anytime, anywhere. For information on how to get started, visit the [Downloading Audiobooks and Ebooks webpage](#).

Books may be selected and downloaded from any computer that is connected to the Internet. You may use KDLA's downloadable resources on your home computer and personal devices. When accessing and downloading resources at work, you must adhere to your agency's IT policies. Please check with your supervisor or IT department about downloading these resources.

Have questions or need assistance? Contact the reference desk by email using the [Ask a Librarian](#) service.

Substance Abuse: Tips for Helping Yourself and Others



Substance Abuse. It's widespread, costly and can touch any family and any work group. Whether it's alcohol, prescription or recreational drugs, the impact of substance abuse can be devastating. To learn about help for yourself, an employee, coworker, family member or friend, click [here](#).

'Spare Time' Successes

Cisse Shares the Zambian Wedding Culture

Submitted by Jeff Barr, Personnel Cabinet

Lulu Lubona Mwale Cisse, an executive assistant in the Department of Employee Insurance,



shared the Zambian culture with her co-workers as she prepared for her traditional Zambian marriage.

Cisse met her husband, Momadou Cisse, in the United States, and they were married in Lusaka, the capitol city of Zambia in south central Africa. It was a ceremonial process most Commonwealth employees are not familiar.

Her co-workers learned interesting facts about Cisse and her culture: Cisse's first name "Lubona" means someone who has experienced a great deal in life.

Cisse is part of the Royal Family of the Lenje Tribe of Zambia. She is the daughter of the late Dr Kamoyo Mwale, a veteran administrator, diplomat and civic leader in Zambia who served as the Chief Technical Advisor for the Drug Control Program under the United Nations.

In addition, Cisse explained some of the stages of a traditional wedding in Zambia:

Matbweto: This is a special offering of food prepared by the bride's family for the groom's family. This is done to introduce the different types of food the bride will be preparing for her husband once they are married. This includes Zambian foods from nshima (Zambia staple made from corn meal), ifisashi (vegetables with peanut powder) just to mention a few. Usually the bride's family takes over 50 to 100 dishes that they present to the groom's family. These festivities occur prior to the marriage and during the engagement period.

Alangeze: This phase of the process involves the teaching phase. The bride and groom are educated on the sanctity of marriage. They learn about each other and the families are brought together to make sure they are compatible. There is a very low divorce rate in this culture. In the Zambian tradition, matrimony is about two families uniting.

Kushikula: After the marriage has taken place, marital advice is presented by friends and family members. The Chief Liteta of the Lenje tribe offered his words of wisdom to her on marriage.

The entire experience is unique to the Zambian culture. Together the married couple has taught their customs to their fellow co-workers. Her late father educated her family on the importance of being open minded and learning about new cultures and sharing her values with all places of the world. They have accomplished just that by bringing the unique wedding traditions of the Zambian world to her friends in state government.

Submit Your 'Spare Time' Success Story

State employees do amazing things at work and away from work. Please submit your "Spare Time" Success Story, 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 *Kentucky Employee 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. This newsletter is published quarterly by the Personnel Cabinet for all state employees.

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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](#)

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['Spare Time' Successes](#)

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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](#)

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

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[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](#)

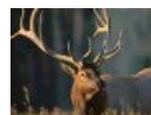
[Mexican Night International Classic Dinner at Greenbo Lake](#)

[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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Feedback



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.

See All...



Get Involved



Maps



Get To Know KY



Traffic & Travel

Governor Steve Beshear



[Visit his homepage.](#)

Elected Officials

- Lt. Governor - Jerry Abramson
- Secretary of State - Alison Lundergan Grimes
- Attorney General - Jack Conway
- State Auditor - Adam Edelen
- Treasurer - Todd Hollenbach
- Agriculture Commissioner - James Comer

Kentucky's Scrapbook



Flickr

How Do I...

Buy Products Made in Kentucky

Shop online for products made in Kentucky.

Find College/University Facts

[Buy Products Made in Kentucky](#)

Find Court Online Services

Find Delinquent Taxpayers

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

More...



Calendar

- ▶ 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](#)

[More...](#)

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- [Organizational Chart](#)



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Commonwealth of Kentucky Organizational Structure

▶ [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 madecrafts & 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](#)

Madisonville

- ▶ [Central Kentucky Division](#)
Frankfort
- ▶ [East Kentucky Division](#)
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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Services



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Kentucky.gov > Services

Services

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Featured Services



Motor Vehicle Licensing System
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.

Search Services

Browse Services

Examples: License or "License Renewal"

Search Tip: Put double quotes around a set of words for exact matches.



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Kentucky Personnel Cabinet

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Some of the links on this site may lead to non-governmental agencies. If you choose to follow this link, you will be leaving the Commonwealth of Kentucky and entering an external site. The external site may be of some use or interest to you and is being provided to further your endeavors. However, the Commonwealth of Kentucky has no control over the external site. Contents of a non-Commonwealth of Kentucky site may change without warning. The Commonwealth of Kentucky's Privacy and Individuals with Disabilities statements do not apply to the external site.

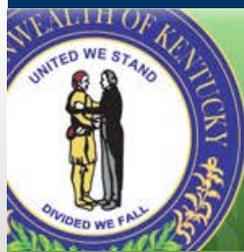
For more information, please read the [Commonwealth of Kentucky's Disclaimer statement](#).

External links are identified with the following icon:

Last Updated 6/30/2008

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Kentucky Personnel Cabinet

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Competitive and Promotional Job Opportunities in Kentucky State Government and related employment information.



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Overview of Benefits provided through the Personnel Cabinet.



[Website Suggestion Submission Form](#)

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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Information pertaining to Retirees



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 [Go Green Expo 2011](#)

Details the events of the State Office Building Go Green Expo 2011

 [Money Works Resources](#)

Information about Resources for the Money Works program

 [Take 5](#)

Video index of the Take 5 Video Series

 [Onboarding and Orientation for new Merit and Non-Merit Employees](#)

Introductory page for the Onboarding and Orientation for new Merit and Non-Merit Employees.

 [Money Works](#)

This page contains information about the joint efforts of several agencies to bring information and classes to all state employees about how to better manage their money.

 [Journey to Wellness Video Preview](#)

 [Bluegrass Alliance for Women Impact Award Information](#)

 [2009 Leadership Institute Schedule & Resources](#)

2009 Resources for Leadership Institute

 [2009 Alfred P. Sloan Award Information](#)

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Be the Change Conference Information

 [Money Works Class Information](#)
Information about the classes offered in the Money Works program.

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To provide feedback and suggestions to the Personnel Cabinet regarding programs and services.

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Information about the Employee Engagement and Volunterism Opporutnities

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Information on the 25th Annual Governor's EEO Conference, October 18, 2011.

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A page with information concerning the Annual Governor's Diversity Day

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This page is designed to assist state agencies with Affirmative Action report and to post ODE reports on statewide female and minority utilization numbers.

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Provides a description of the duties of the Committee, schedule of meetings, presentations and minutes of the meetings.

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- 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
- ▶ Operator name
- ▶ Visitor name as entered
- ▶ Browser type and version
- ▶ Host IP number
- ▶ The text of the discussion
- ▶ Exit interview responses
- ▶ Topic
- ▶ Email address if a transcript was requested

Legal Notice

Any trademarks that appear on this site are the property of their respective owners who may or may not be affiliated with, connected to, or sponsored by Kentucky.gov. Kentucky.gov respects the rights of all copyright holders, and therefore, Kentucky.gov has adopted and implemented a policy that provides for the termination in appropriate circumstances of users and account holders who infringe the rights of copyright holders. If you believe that your work has been copied in a way that constitutes copyright infringement, please provide Kentucky.gov's Copyright Agent the following information required by the Online Copyright Infringement Liability Limitation Act of the Digital Millennium Copyright Act, 17 U.S.C. 512:

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

Please refer to the [Privacy and Security Notice](#) to learn additional information.



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Kentucky.gov > External Link Disclaimer Statement

External Link Disclaimer Statement

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Kentucky.gov > Accessibility Statement

Accessibility Statement

Every effort has been made to ensure the pages of this website are accessible to individuals with disabilities in accordance with [Section 508 of the Rehabilitation Act](#). Furthermore, the Commonwealth of Kentucky has adopted the World Wide Web Consortium's [Web Content Accessibility Guidelines 1.0](#) Conformance Level "Double-A". If you or someone you know is not able to access any content on this website due to a disability, [please let us know](#).

Users with Visual Disabilities

Images on this website are accompanied by alternative text describing graphics. For information on how to adjust the text size of any page of this website please read [Adjusting the Font Size](#). The Developer Toolbar for [Mozilla Firefox](#) is capable of zooming in images as well as text.

Documents on Kentucky.gov may occasionally be presented in formats other than HTML. These formats are generally accessible to users using screen reading software. The screen reading capabilities of [Adobe Acrobat Reader](#) (full version) will allow vision impaired visitors to access PDF content.

If you have any difficulty viewing any page with adaptive technology, [please let us know](#).

Additional Accommodations

The Commonwealth of Kentucky provides, upon request, reasonable accommodations including auxiliary aids and services necessary to afford an individual with a disability an equal opportunity to participate in all services, programs and activities. To request materials in an alternative format, each agency web site provides information for contacting the person or persons responsible for providing the service within the agency. Persons with hearing and speech impairments can contact each agency by using the Kentucky Relay Service, a toll-free telecommunication device for the deaf (TDD). For voice to TDD, call 800-648-6057. For TDD to voice, call 800-648-6056.

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