

# STAFF REPORTER



## PSC Gets Nominated as Volunteer of the Year

The Tallahassee Democrat acknowledges individuals and businesses for their dedication in volunteering to help meet the needs of the community. This year Principal Hodgetta Huckaby of Oak Ridge Elementary School nominated the PSC in the Business/Government category. Although we were not a finalist this year, the judges were impressed with the volunteer contributions PSC employees have made to Oak Ridge.

A special thanks goes to the following employees who have volunteered and/or mentored at Oak Ridge this school year: Bill Dickens, MMS; Tom Ballinger, ECR; Scott Wagers, RCA; Christi Cao, MMS; Victor Cordiano, MMS; Rick Wright, CMP; Thelma Crump, RCA; and Judy Williams, CCA.

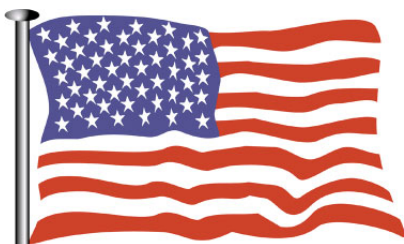
Also, thanks to our volunteers for their participation in community service programs through the PSC's mentoring/volunteer program: Lisa Harvey, CMP – Tallahassee Memorial Diabetes Center; Kimberly Kemp, CCA – Meals on Wheels; Gabby Leon, RCA/Miami – Meadowlane Elementary; David Rich, CMP – West Point Society of Tallahassee; and Victor McCay, GCL – First Serve.

To become a mentor/volunteer employees should review APM 4.08-14(9), get supervisory approval to participate in a mentoring/volunteer program, and complete a Mentoring/Volunteer Agreement form (PSC/CCA 254). The completed and signed form should be forwarded to Judy Williams, CCA-HR.

### Is Your Home Address Correct in People First?

With the end of the fiscal year rapidly approaching, the Division of Retirement will begin preparing for the mass mailing of 2005 FRS Member Annual Statements for employees participating in the FRS Pension Plan. In order to insure that these statements reach employees' homes, we encourage you to confirm your home mailing address is current in People First. You may view your home address by going to the Personal Information tab, select the Personal Information quick link, go to the Personal Information drop down box and select Home Address; then, click Go. If your address needs to be updated, select new and enter the correct information.

*If you have questions, please contact Judy Williams, CCA-HR at 413-6283 or Suncom 293-6283.*



## FLAG DAY

TUESDAY, JUNE 14

# Personnel Network Applications

To view current personnel-related information, the following may be accessed via the Network Applications Menu on your personal computer:

Personnel Information News (PIN) - Go to Start Menu, click on Network Menus, then PSC Applications, then Personnel Information.

### **The Main Menu contains the following topics:**

- ◆ CURRENT PSC JOB OPPORTUNITY ANNOUNCEMENTS
- ◆ OFFICIAL 2005 HOLIDAYS/MONTHLY WORKING HOURS
- ◆ NEW/DEPARTED PSC EMPLOYEES IN THE LAST 30 DAYS
- ◆ BUILDING-RELATED TOPICS OF GENERAL INTEREST
- ◆ INSURANCE & OTHER BENEFITS NEWS
- ◆ TRAINING
- ◆ EEO/AA NEWS
- ◆ OVERTIME DESIGNATIONS FOR CAREER SERVICE AND SES POSITIONS
- ◆ LOST AND FOUND
- ◆ EMPLOYMENT VERIFICATION
- ◆ SALARIES AND BENEFITS - FY 2004-2005
- ◆ TALLAHASSEE COMMUNITY COLLEGE

Administrative Procedures Manual - Go to Start Menu, click on Network Menus, then Online Documents, then Administrative Procedures Manual, and reference Chapters 4, 5 and 6 for personnel procedures.

### **Lost and Found**

The purpose of *Lost and Found* is to assist Commission employees in recovering misplaced PERSONAL property. Lost Commission-owned property will still be reported according to existing procedures published in the APM. If you find personal property that you suspect has been lost by a Commission employee, please E-mail Katrena Walker or call her at 413-6255 and she will post a notice in PIN. If you have lost personal property, check under *Lost and Found* to see if it has been located.

# Hurricane Kits

Hurricane season is here. The National Hurricane Center advises assembling a disaster kit that includes:



- ◆ A first aid kit and essential medications.
- ◆ Enough nonperishable packaged food for three to seven days, including a non-electric can opener, paper plates, and plastic utensils.
- ◆ At least one gallon of water per person per day, for three to seven days.
- ◆ Protective clothing, rainwear, and bedding or sleeping bags.
- ◆ Important documents in a waterproof container.
- ◆ A battery-powered radio, flashlight, and extra batteries.
- ◆ Special items for infants, the elderly, or disabled family members.

## Hats Off 2005 Graduates!

Is your child or grandchild graduating this year? If so, the *Staff Reporter* would like to recognize Class of 2005 graduates for their great achievements. Please submit the graduate's name, photograph, school name, and if appropriate, the type of degree to your division reporter. You may also submit a short summary (2 or 3 lines) about the graduate's accomplishments. All submissions are due to your division reporter no later than **Tuesday, June 21**.

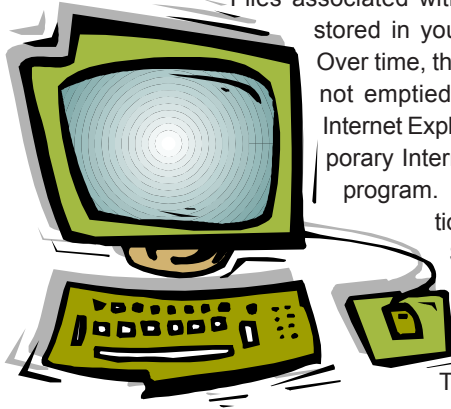
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Check Out the Staff Reporter In  
**Full Color**  
On the PSC's Internal Bookmark Page

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## INTERNET EXPLORER TIP

### Automatically Clear Your Temporary Internet Cache



Files associated with every page you visit on-line are stored in your Temporary Internet Files cache. Over time, this folder can take up a lot of space if not emptied regularly. You can set Microsoft Internet Explorer to automatically clear your Temporary Internet cache every time you close the program. To do so, click Tools / Internet Options, and click on the Advanced tab. Scroll down to the Security section and select the Empty Temporary Internet Files Folder When Browser Is Closed check box. Then, click on Apply and OK to save.

### Comforting Meals

The next time you run a meal over to friends or family who are grieving or are recovering from surgery or childbirth, you might find this advice to be helpful:

Opt for dishes that can be eaten for breakfast, lunch, or supper, such as quiches and ham or sausage casseroles. Most people will bring dinner items, so food that can be eaten at any time of day is very useful.

Package the food in inexpensive plastic ware that doesn't have to be returned. You don't want to add to people's stress by asking them to keep track of dishes.

Write simple directions for reheating or note whether the item can be frozen.



### Twelve Days of Hurricane Season

Florida's American Red Cross chapters have launched a hurricane preparedness campaign focused on preparing Floridians for the 2005 Hurricane Season. The "Twelve Days of Hurricane Season" campaign suggests the purchase of a different disaster preparedness or mitigation items over the first Twelve Days of Hurricane Season. Many of these items also fall within the list of hurricane preparedness supplies that will be exempt from sales tax from June 1 through June 12, 2005.

To access the "Twelve Days of Hurricane Season" and information on the sales tax exemption available, please visit the following Web site:  
<http://www.FloridaPreparesNow.org>

### Bulletin Board

#### Congratulations

Congratulations to Areune Bivins, daughter of Joe and **Gwen Bivins (CCA)**, for winning 1st place and a blue ribbon for 3rd Grade Science Projects at Hartsfield Elementary School. Way to go Areune!

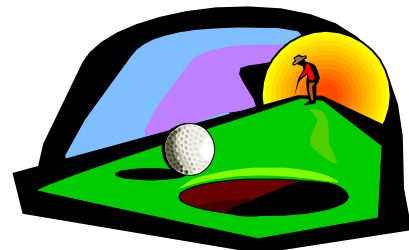


#### Summer Workouts

To avoid overheating during summer workouts, fitness experts recommend wearing light-colored, loose-fitting clothing made of absorbent fabrics that will draw sweat away from the body. Wear a breathable hat and don't forget sunscreen. Freeze water in half a plastic bottle and then top off with liquid water for an always-cool drink.

#### Good-for-You GOLF

Playing golf — if you walk the course — can make a big difference in your physical endurance and cardiovascular fitness. If you pull your own clubs on a handcart, you can burn about 325 calories in an hour; if you carry them, you can burn as many as 496, and being outside in the sunshine allows your body to make Vitamin D. Further, swinging your clubs will increase your flexibility, coordination, and agility. According to the Arthritis Foundation, playing golf can expand the range of motion in your joints and enhance your strength and mobility. Not only that, lower-intensity exercises, such as walking a golf course, can improve your HDL, or "good" cholesterol levels. Fore!



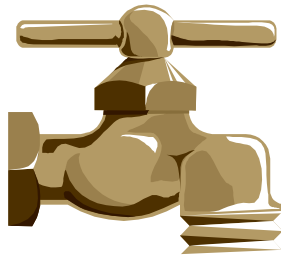


## Bulletin Board



Last month we reported that Jason Fleming, son of **Terri Fleming** (FLL), member of Leon High School's pop a cappella ensemble *The Mane Event*, would be competing in the National Championship of High School A Cappella. The group traveled to Washington, D.C. on Saturday, May 7<sup>th</sup> for the competition to be held the next day. In the competition, *The Mane Event* was named 1<sup>st</sup> Runner Up, bringing home 4 of the 6 trophies awarded at the event (1<sup>st</sup> Runner Up, Best Solo Performance, Best Arrangement, and Best Showmanship). The group enjoyed Washington, D.C. and made memories that will last a lifetime. Congratulations, Jason!





## PSC Partners with Local Schools on **WATER CONSERVATION**



For more than 30 years, the American Water Works Association (AWWA) has been sponsoring "National Drinking Water Week" to offer a nationwide opportunity for water utilities and their consumers to recognize the vital role water plays in our lives. This year's "National Drinking Water Week" was May 1-7, 2005.

The Florida Public Service Commission participated in this event by partnering with the Leon County School System and the City of Tallahassee Water Utility on a joint program to help students recognize the importance of water and the important role conservation plays in protecting our water supply. The assembly programs included the play "Water Wiser" in which Big Drop and Dew Drop (two drops of water) enlist the help of a teenage boy to spread the message about why we need to conserve water.



"Water Wiser" was performed by the Lawton Chiles High School Drama Team at Elizabeth Cobb Middle School on May 2 and at Frank Nims Middle School on May 6. PSC Commissioner Rudy Bradley participated in this year's event and conducted a water experiment for the students to demonstrate some water conservation tips. Leon County Superintendent Bill Montford, Leon County School Board Member Maggie Lewis, and the City of Tallahassee Water Utility's General Manager Jim Oskowis also participated by offering comments and water tips. In addition, an encore performance was presented at the City of Tallahassee Water Utility's Celebration of National Drinking Water Week on May 16. The play was recognized in the May 3, 2005 edition of the *Tallahassee Democrat*, "PSC Show a Hit at Cobb Middle School."

*Submitted by Thelma Crump (RCA)*





# ONE OF US

**Shevie B. Brown**

*Division of  
Competitive Markets and Enforcement*

Shevie Brown, a Regulatory Analyst in the Division of Competitive Markets and Enforcement, has been employed by the Commission since February 1998. He received his bachelor of science degree in business economics from Florida Agricultural and Mechanical University. Prior to his work at the Commission, Shevie worked in the accounting department at Fringe Benefits Management Company and as a Sales and Service Associate in banking.

Shevie was born and raised in Melbourne, Florida. He was raised in a family of seven siblings and says being in a big family is wonderful. "My older siblings are more than eight years older than my younger sister and me. Instead of relying on my siblings to do everything for me, I learned to be more independent being a younger sibling." Both of Shevie's parents also came from big families and as a result, their family reunions are diverse and eventful.

During a road trip to Washington, D.C., Shevie described a ride he will never forget. "I accompanied my father and a friend of the family on a road trip to Washington, D.C. We were preparing to leave when a transient appeared from out of the blue. The transient mentioned he would walk from Melbourne to Jacksonville if he had to. Well, my father being the generous man he was, offered a ride to this individual who gladly accepted. To make a long story

short, my father's friend mentioned our destination and what do you know, the transient is going to D.C., too! Here I am stuck in the back seat of a two-door vehicle with this homeless man who speaks to himself...for sixteen hours...from Melbourne, Florida to our nation's capitol." Shevie says, "I learned something from my father from this trip: When someone appears down, extend your hand and pick them up, you never know if or when you may need someone's extended hand."

When Shevie is away from work, he enjoys reading, exercise, traveling, and spending time with his family. All of his hobbies are beneficial to his livelihood.

Reading allows him to relax and learn about new things. Exercise is something he stumbled upon. When his father was originally diagnosed with diabetes, he started educating himself on the disease and exercise. This has lead Shevie to have an interest in the study of public health. He would like to share his knowledge with others so that they can learn to lead a normal lifestyle with a life altering disease like diabetes.

*"Be more concerned with your character than your reputation, because your character is what you really are, while your reputation is merely what others think you are."*  
— Author Unknown

On a recent trip to Boston, he found the city to be diverse and the communities and restaurants rich with history. While visiting the downtown area, he visited the Prudential Center, Faneuil Hall, Boston Common, the Old North Church, the Granary Cemetery, Paul Revere and Ben Franklin Monuments, and Mike's World Famous Pastries to name a few.

Plans for the future include furthering his education for a master's degree in both public health and business administration. In addition, Shevie is in the process of creating an academic scholarship in honor of his deceased father.



## "G" is for Grammar

### Notorious Confusables

**liable** – obligated according to law or equity; responsible

**likely** – having a high probability of occurring or being true: very probable

**literally** – in a literal sense or manner; actually

**figuratively** – representing by a figure or resemblance; emblematic

**perimeter** – the boundary of a closed plane figure

**parameter** – an arbitrary constant whose value characterizes a member of a system (as a family of curves); also: a quantity (as a mean or variance) that describes a statistical population

**presently** – at once; before long: without undue delay

**currently** – running, flowing; presently elapsing; occurring in or existing at the present time

**respectfully** – marked by or showing respect or deference

**respectively** – in particular: separately: in the order given

*Source: Merriam-Webster's Collegiate Dictionary, Tenth Edition*

## Happy Campers

It's natural for children to feel homesick their first time at sleep-away camp. But you can ease their anxiety with these suggestions from the American Camping Association and other child specialists:

- ◆ Let your child practice sleeping away from home by spending a few nights at friends' houses.
- ◆ If possible, send your child to camp with a buddy.
- ◆ Encourage your child to bring a favorite stuffed animal, pillow, or picture as a reminder of home.
- ◆ Visit the camp ahead of time to help familiarize your child with the cabins and setting. Some camps have "virtual tours" available on the Internet.
- ◆ Pack pre-stamped, pre-addressed envelopes for writing home.
- ◆ When you write, be low key. You don't want your child to feel that he or she is missing out on fun things at home.
- ◆ Discuss your child's feelings beforehand, stressing that it's normal to feel homesick.

## Relieving Job Stress

If stress is interfering with your job performance, here are some tips for reducing the pressure:

1. Seek help in finding solutions. Don't work in a vacuum. Get together with coworkers and colleagues to identify problems and exchange solutions and strategies.
2. Don't bring problems from home. Is your job really the cause or are you taking stresses from home to work? Know the difference so you can know where to spend your energy.
3. Cultivate enjoyment. Make sure you get and keep mental and physical activities in your life that you enjoy. Make these pastimes separate and apart from work.

JUNE 2005

## FPSC STAFF REPORTER

The *Staff Reporter* is published monthly by the Office of Standards Control and Reporting for PSC employees. Deadline for articles is the 21st of each month. Any information received thereafter will be saved for the following month. Please report article ideas to your division's reporter, and he or she will forward the articles to SCR for publication.

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