

KINGMAN CONNECTION



NOVEMBER 2013

CITY OF KINGMAN

Our Mission: "To Build a Bridge of Open Communication"

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Watch your email and bulletin boards for flyers and information!

On November 20 and 21, NAEBT has arranged to provide Fitness Screenings. The assessment includes: Resting Blood Pressure; EKG Monitored Treadmill Test; Cardiovascular Health (VO2 Max); Body Composition; and Strength & Flexibility. What a great way to begin preparing for the new year *AND* set a baseline for yourself as we move to implementing the Passport program.

Low participation numbers are being experienced on the Wellness Programs and Assessments offered and we need your help! We have been listening to what you had said in past wellness surveys and attempting to bring in those activities you have requested. With our partnership under NAEBT, we believe we have been bringing in some great opportunities for you and your eligible family members to participate in.

Currently, only 9 individuals for the City of Kingman have signed-up for the Fitness Testing! Our NAEBT partners indicate 11 sign-ups for City of Bullhead and 27 for Lake Havasu. Let's get on board and get those numbers up—let's show NAEBT we care and support our well-being—let's surpass Lake Havasu numbers—SIGN UP TODAY. Contact 928-753-4700, ext 0. The test is only 1 hour and the \$100 cost is absorbed by the annual preventive benefit provided in our plan. Drawings for \$50 gift card at Big Five for every 20 City of Kingman participants!

Watch for information on the Passport program. Many incentives and programs will be offered in 2014/2015—the event will begin with the Health Assessment to be conducted in February 2014.
(continued of page 6)

For Your Benefit

Christmas Holiday Announcement

Just a reminder we will recognize Thanksgiving day and the day after Thanksgiving as observed holiday days.

The Christmas Eve 2013 and New Year's Eve 2014 holidays will revert back to our traditional 1/2 holiday as outlined in the Personnel Rules & Regulations. Employees are eligible for 1/2 holiday pay for either Christmas Eve OR New Year's Eve.



HELP STOP YOUR CHANCES OF GETTING CANCER
Nov 21st is the Great American Smoke Out 2013
What's your quit date?

Tobacco use is the leading **preventable** cause of disease, disability, and death in the United States. If you are a tobac-

co user, you are fully aware of how hard it is to quit. However, you can increase your chances of quitting with some help.



Tobacco Use Screening Test is a covered benefit. The screening evaluates how your tobacco use affects your risk for diseases by asking a series of questions. Tobacco users who are at an increased risk receive free counseling to help them quit smoking or using tobacco.

How often can you have a tobacco use screening,? Our plan allows for once per plan year.

Tobacco deterrent prescription drugs are available through our pharmacy network to assist you through the quitting process. Prescriptions are covered for 90 days per individual per plan year.

(Continued on page 3)

CITY OF KINGMAN

PERSONNEL RULES & REGULATIONS

Did you know the City of Kingman Personnel Rules and Regulations are located on cityweb? Simply type in cityweb in the address bar of your browser to any computer connected to the City's network.

This month's feature is Rule 2 of the Personnel Policy that addresses Equal Employment Opportunities & General Provisions.

What does Equal Employment Opportunity mean and what is the City of Kingman role?

Equal Employment Opportunity, also known as EEO, is series of federal, state, and local laws and regulations. The City of Kingman applies these rules by being an equal opportunity employer committed to applying the principles of state and federal anti-discrimination laws to give equal opportunity for all persons employed or seeking employment without regard to race, age, sex, national origin, religion, color, sexual preference, disability, or veteran status except in the case of a bona-fide occupational qualification.

Just to give you an overview of one of the areas outlined under Rule 2, the City of Kingman makes reasonable accommodations for qualified individuals with known disabilities unless doing so would result in an undue hardship. This policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination and access to benefits and training. Persons with disabilities are persons who have a physical or mental impairment that substantially limits one or more major life activities, who have a record of such impairment, or who are regarded as having such impairment. The policy further outlines a qualified employee with a disability, defines a reasonable accommodation, and how to seek a request for an accommodation and/or where to go for questions or concerns about any type of discrimination in the workplace.

Did you know that Rule 2 also covers employee residency requirements? Added in January 2012, all emergency service employees are required to maintain their principal residence in the greater Kingman area. Section 7. of Rule 2 defines the greater Kingman area and defines those employees designated as emergency service employees. The policy also provides for an exception to this rule based on limited factors.

Rule 2 also covers the requirement that employees sign an Oath of Office as described in Arizona Revised Statutes §38-231; the Department of Homeland Security's I-9 compliance, and compliance with the Arizona Employer Sanctions Law requiring all Arizona employees to use the E-Verify program for any employee hired on/after January 1, 2008.

For more information about Rule 2 go to the City's intranet site and type cityweb in the browser window and check it out.

..... Rule 3 covered in next issue.



FACT: Influenza can be deadly!
Depending on the virus severity during the influenza season, death tolls can be in the thousands.

The flu can strike anyone ~ get vaccinated!

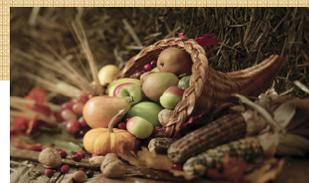
IT ISN'T TOO LATE TO PROTECT YOURSELF & YOUR FAMILY

If you or a dependent member of your family have not yet received the flu shot, it's not too late! All OptumRX in-network pharmacies can provide you and your eligible family members a flu shot for free! You will need to show your Meritain ID card.

Payroll News



IT'S ALMOST THE END OF 2013! PLEASE REVIEW YOUR PAYROLL CHECK TO ENSURE ALL YOUR INFORMATION IS ACCURATE AS THIS WILL AFFECT THE INFORMATION ON YOUR W-2.





For Your Benefit... continued

(Continued from page 1)

Here are a few other free programs to help you quit using tobacco products:

- MCTUPP - Mohave County's free cessation program. All programs are subject to funding so please call for current class information and to register for services call 888-454-4924 or visit their website at <http://www.mohavecounty.us/ContentPage.aspx?id=127&cid=371>
- Statewide Ashline – Arizona Smoker's Helpline free cessation program. For more information on how they can assist you call 800-556-6222 or visit their website at <http://www.ashline.org/>

Get started today, don't wait...your life depends on it!

The IRS delayed announcing 2014 contribution limits for 457(b) and other retirement and benefit plans

The IRS generally releases the official numbers on contribution limits and mileage rates for the coming year during the third week of October, but the announcement has been delayed this year because of the federal government shutdown. We will report the announcement in the December newsletter.



The Patient Protection and Affordable Care Act – What's Coming Up Next?

With the enactment of the Patient Protection and Affordable Care Act of 2010 (commonly referred to Health Care Reform or PPACA) our health plan design will continue to change as required provisions come into effect. PPACA is a very comprehensive health care law and imposes numerous provisions, many of which take effect in 2014 through 2017 with guidance still being developed.

W-2 Reporting: Your 2012 W-2 forms included a new figure - the aggregate cost of your employer-sponsored health care coverage. For purposes of this reporting requirement, "applicable employer-sponsored coverage" includes coverage under any group health plan made available to an employee by the employer, regardless of whether the employer or the employee paid the cost. Applicable coverage as defined includes major medical and specified disease or illness policies if the coverage is purchased by the employees on a pre-tax basis through a cafeteria plan. If you participate in our group health plan or purchase supplemental specific disease or illness policies from AFLAC or Colonial, you can expect to a dollar amount every year on your W-2 in Box 12a coded as DD.

Affordable Insurance Exchanges Notices: In September 2013, all employees on the city's payroll received the Marketplace Notices at their home address of record. Employers were required to distribute written notices about the availability of health care exchanges.

Medicare Payroll Tax Hike: In 2013, a new 0.9 percent Medicare payroll tax will become effective for high-income individuals making more than \$200,000 a year (\$250,000 if married).

Paying Patient-Centered Outcomes Research Trust Fund fees: For policy or plan years ending after Sept. 30, 2012, issuers and employers sponsoring certain group health plans must pay a fee of \$1 per covered life per year. The fee adjusts to \$2 per covered life for policy or plan years ending Oct. 1, 2013, through Sept. 30, 2014. For policy or plan year ending after Sept. 30, 2014, the dollar amount in effect for such policy or plan year shall be adjusted by the Secretary of Treasury based on the percentage increase in the projected per capita amount of national health expenditures. Issuers and plan sponsors are responsible for paying the fee, which is treated like an excise tax by the IRS.

Individual Health Coverage Mandate: Individuals who do not enroll in "minimum essential coverage" will pay a tax starting at \$95 or 1% of income in 2014, increasing to \$695 or 2.5% of income per adult in 2017 (tax is half this amount for children).

Limits on Waiting Periods: Plan years beginning on or after January 1, 2014 cannot impose any waiting period that exceeds 90 days.



Hey team do you recognize this logo **Safety Up**? For those of you who are new to the City of Kingman this symbol is a reminder to be safe. In the months ahead the safety sub-committee will be focusing on a campaign to bring safety awareness to each and every employee, but remember we need your help too. Look for posters with the Safety Up Logo to be delivered to your department with safety related information. These posters will be an on-going series providing education and awareness.

To share the words of KPD Code Enforcement Officer Erin Roper, "Own it. Learn it. Avoid it." A lot of attention is paid to accidents (with good cause, of course), but there is a lot to be learned from "near misses." We all make mistakes. The next time you see or experience a near miss, talk about it with your co-workers. We can all learn a lot from mistakes and use that knowledge to avoid future accidents.

So our challenge to you is to **Safety Up!**

Stay
Alert
For
Every
Task
You
Undertake
Please



Following safe work procedures can prevent many accidents:

Proper Attention, Avoid Distractions, Good Housekeeping

**TAKE SAFETY PERSONALLY
 MAKE IT A PART OF YOUR LIFE GOALS.**

KRMC Annual Diabetes Health EXPO

Tuesday, November 12th

4:00—7:00 p.m.

KRMC Conference Rooms

Organizations within our community will offer free health screenings, such as A1C tests, blood sugar screening, blood pressure checks in addition to free flu shots and information for anyone affected by diabetes.

This event gives the community information regarding resources on conventional and complimentary diabetes therapies, as well as an opportunity to meet the practitioners who provide them.

The Diabetes Health Expo will be held in the conference rooms of KRMC's Wellness Center. Snacks and beverages will be provided and there will be a raffle held for door prizes.

For more information, please call
 (928) 692-4607.



"Caught Being Safety Smart"

To nominate someone for a Safety Smartie award please send Linda Semm an email or give her a call. It only takes a moment and just like safety, can make a big difference by recognizing someone doing the job right.

HEALTHY TIDBIT



GARLIC

The health benefits of garlic are amazing. Did you know this yummy bulb is an excellent cancer fighter? It protects against cancers of breast, colon, skin, prostate, stomach, and esophagus. Garlic promotes the growth of natural killer cells that directly attack cancer cells. Also, it has the ability to kill many of the antibiotic resistant strains of MRSA (the hospital superbug). There are many health benefits associated with garlic.

Source: <http://www.cancer.gov/cancertopics/factsheet/prevention/garlic-and-cancer-prevention> & <http://www.foxnews.com/story/2008/06/12/can-garlic-cure-mrsa>

PINEAPPLES



Pineapples are the #1 top 50 foods with highest antioxidant content. Antioxidants have been found to help protect cells from damage of free radicals, which break down muscles, increase aging effects, and the results can lead to cancers and other chronic diseases. Free radical damage is a major cause of arterial aging.

Source: <http://www.pineapplemaui.com/nutrition.php> & <http://www.kau.edu/prsvkm/Docs/Benefitsandusesofpineapple.pdf>

November Birthdays

Paul Johnson	PW/KFD	3
Chris Simpson	KFD	3
Matt Snay	KPD	4
Larry Hanson	KFD	5
Cotton Winters	Parks & Rec	5
Adam Simonsen	KPD	6
Jennifer Sochocki	KPD	6
Larry Forbus	Parks & Rec	7
EJ Hurley	KFD	7
Rick Stewart	PW/KFD	7
Brandon Oktay	KPD	9
Rusty Cooper	KPD	11
Bob Kanthack	Parks & Rec	11
Carl Cooper	City Attorney	13
Stan Mills	Public Works	13
Robert Borker	KFD	19
Ray Montanez	Public Works	20
Tomas Silva	KPD	23
Eddie Tapia	Public Works	24
G Herrera	KFD	28
Marc Johnston	KFD	29
David Patriquin	KFD	30



Wellness.... (continued from Page 1)

This will establish your health baseline. From there, wellness activities, counseling, and steps will be offered to earn avenues to obtain rewards for recognition of what you have achieved. It is anticipated the incentives would be provided in the 1st half of 2015. Look for upcoming notices!

Suggestions? Comments? Let us know! Linda—753-8119; Cheryl—753-8583

Below is a listing of the upcoming Wellness Programs—Challenge & Invest in yourself—Participate!!!

Month	Program	Estimated Charge to \$500 Wellness Benefit
November	Fitness Evaluations	\$100
December	Colorectal Cancer Screenings and Education	\$20
February	Health Risk Assessments Includes biometrics (weight, blood pressure, and body fat), blood draw (Cholesterol, Glucose, Triglycerides, SMAC 30), and a wellness questionnaire. * Optional tests include PSA and Thyroid Panel Blood test	HRA—\$0 Additional Charges PSA—\$48 Thyroid Panel—\$66
March	Healthy Goal Setting for Passport Program Lunch & Learn	\$0
April	Men & Women's Health Education	\$0
May	Skin Cancer Screenings	Up to \$100
April—June	D.E.X.A. Bone Density Screenings	\$100

In addition to the wellness programs offered, you are strongly encouraged to obtain your annual physical, eye exam, and biannual dental exams to improve and maintain positive health status throughout the year.



Golf News!!!

City vs. County: The City of Kingman won the trophy back.

It is on display in the City Manager's Office!

Yea us!!!



And the winner is.....

*Paul Johnson,
Fire Hydrant Maintenance
Congratulations Paul and
thank you for participating!*

4 City	Brian Knarr Joel Freed Mike Godfrey	Anthony Martinez Mike Martinez Mike Collins	4 County
5 City	Roy Ratliff Harry White Bill Johnston	Nathan McDaniel Mike Ross Steve Latoski	3 County
2 City	Bob Olivas Bill Fogg Russ Brooks	Steve Schultz Mitch Burk Kevin Hartmann	6 County
7 City	Porter Williams Gerry Delgado Steve Barnes	Tony Burgett Steve Locey Allen Tempert	2 County
6 City	Bob Casson Bob Borker Joe Dorner	Jim Blaschak Ray Stadler Dave Towne	5 County
3 City	Dan Theel Arron Scott Burley Hambrick	Larry Steinhoff Denny Martin Teri Samol	5 County
27 City	TOTAL	POINTS	25 County

Closest to the Pins:

- #6 Harry White
- #8 Porter Williams
- #10 Gerry Delgado
- #14 Robert Borker
- #17 Larry Steinhoff

Saturday, October 26, 2013

Appreciation

We believe the City of Kingman has some of the most outstanding employees in the community. Your co-workers and the customers we serve agree! We would like to share some of the thoughtful words received about our dedicated team.

Smiley Recipients!
Jesse Galvin
Terry Cornett

For going out of their way to do a good job, plus they are so pleasant!

Thanks

SMILEY Recipient

Beth Matthews

For helping me with the prep and keeping me on my toes for the Fall Festival!

ADMIRATION

SMILEY Recipients
Gene Yerby, Joe Wyatt & Adam Kozlowski

Removing plywood from the roadway!



Grateful



To ALL who participated, supported, donated, pledged, assisted in the Kingman Pink Heals 2013 event! Could not have done it without all of you! THANK YOU!

SMILEY Recipient
Craig Ellingson

Cleaning the shed out and getting it ready for the equipment to be moved in!!

Gratitude

SMILEY Recipient
Bud Lemelin & Dan Theel

A business recognized the work you did in cleaning up around the trash bins.

Kudos

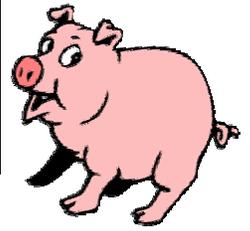
To nominate someone for a "smiley" - send an email to Linda or Cheryl in HR.

PINK HEALS KINGMAN



A heartfelt THANK YOU to everyone of you who made this year's activities so successful!





PINK PIG OUT

SCOTT KERN—ATE A TOTAL OF 3lbs 17 oz
JOEY McEuen—RAISED A TOTAL OF \$675.00



Scott Kern



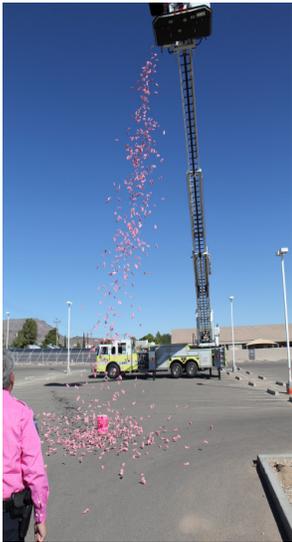
Joey McEuen



GO DILLON—PIG OUT!

PINK RIBBON DROP

MAXINE HART—1ST PLACE BBQ GRILL
CHERYL SMITH—2ND PLACE \$250



And the winning ribbon is...



Maxine Hart



Cheryl Smith



DeAnne's Hope



NAME PINK POLICE CAR

SANDY YERKES—names the car: DeAnne's Hope



PITCHIN' FOR CANCER

Winning Team: Marty Jones & Bill Hecht



Recipes for success...

Glazed Turkey Breast with Fruit Stuffing

Serves 12

By: Mayo Clinic staff,

www.mayoclinic.com/health/healthy-turkey-recipes/RE00167

Ingredients:

- 1 5 pound whole, bone-in turkey breast (thawed)

Rub:

- 2 tablespoons fresh rosemary, chopped
2 tablespoons fresh thyme leaves, chopped
2 tablespoons olive oil

Stuffing:

- 1 small onion, thinly sliced
1 apple, peeled and thinly sliced
1 pear, peeled and thinly sliced
1/4 cup dried cranberries (or raisins)

Glaze:

- 2 cups apple juice (divided)
1 tablespoon brown sugar
1 tablespoon brown mustard
1 tablespoon olive oil

Directions: Preheat the oven to 325° F. Place the turkey breast, skin side up, on a rack in a roasting pan. In a small bowl, combine the herbs and the olive oil to make a paste. Loosen the skin from the meat gently with your fingers—making two deep pockets between the skin and meat. Smear half of the paste directly on the meat. Spread the remaining paste evenly over the top of the skin.

In another small bowl, mix together the sliced onion and fruit. Stuff each pocket with the mixture. Pour 1 cup of apple juice into the bottom of the roasting pan. Roast the turkey breast for 1-3/4 to 2 hours, until the skin is golden brown and an instant-read thermometer registers 165° F when inserted into the thickest and meatiest areas of the breast. If the skin is over-browning, cover the breast loosely with aluminum foil.

In the meantime, combine the remaining cup of apple juice, brown sugar, mustard and olive oil in a sauce pan. Heat to boiling, reduce the heat and simmer until it becomes thickened and reduced in volume to about 3/4 cup. Use this to baste the turkey during the last 30 minutes of cooking.

When the turkey is done, cover with foil and allow it to rest at room temperature for 15 minutes. Carve, serve and spoon any remaining glaze over the turkey.

Nutritional analysis per serving:

Sorry photo not available....

Serving Size:	6 ounce portion		
Calories	346	Sodium	112 mg
Total Fat	14 g	Total Carbohydrate	15 g
Saturated Fat	4 g	Dietary Fiber	1 g
Monounsaturated fat	2 g	Protein	40 g
Cholesterol	100 mg		

EAP Preferred Options

EAP Preferred is committed to serving City of Kingman employees and their families in whatever manner they can.

1 800 327 3517 Option 2

In addition to the face-to-face sessions, telephonic counseling through licensed, experienced staff can be scheduled—their excellent clinicians have received additional training in telephone counseling.

Telephone counseling from EAP Preferred clinical is not intended to replace local clinical sessions, only to help employees and family members who would prefer telephone counseling for their convenience. Telephone counseling will only be provided to individual adults who do not present a danger to themselves or others.

As always, crisis intervention can be provided by phone and an appointment scheduled for a face to face assessment as soon as possible.

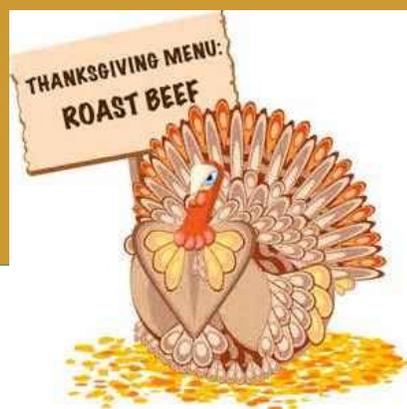
Employees and family members needing telephone sessions are to call the central Intake and Scheduling office [1-800-327-3517], Monday through Friday, 8:00 am to 5:00 pm. Appointments will be made for the next available time with a clinician, typically Monday through Friday, 8:00 am to 5:00 pm. Appointments will be 45 minutes in length and the clinician will make the next appointment before completing the call.

The same number of sessions per incident are available, and if at any time the client would like to switch to face to face counseling, EAP will help the client find a counselor in their area.

Please visit the EAP PREFERRED website for valuable tools and information. This is an excellent on-line resource for City employees or their family members.

Website: eappreferred.com

User Name: COK123 **Password:** eappreferred





CITY OF KINGMAN

Employment Anniversaries

Tom Blum	Street	28 years	Carlos Rodriguez	Water Oper	8 years
Harry White	Fleet	28 years	Cindy Linne	Court	8 years
George Sedich	Water Oper	25 years	Jeff Stapleton	Fire	5 years
Debbie McKee	Fire	24 years	Jose Muro	Parks	4 years
Robert Cole	Fire	21 years	Tomas Pichardo Lopez	Golf Course	4 years
Rich Ruggles	Dev Services	21 years	Orlando Perea	Sanitation	4 years
Dennis Gilbert	Police	14 years	Judy Payton	Water Admin	3 years
Yvonne Cossio	Recreation	14 years	Amy Kennedy	911 Dispatch	2 years
John "Spike" Zerr	Fleet	11 years	Kevin Robertson	Sanitation	1 year
Linda Dorado-Corwin	Water Admin	11 years	Daniel Theel	Sanitation	1 year
Ron Ackerson	Golf Course	8 years	Dennis Gaddis Jr	Police	1 year
			Melvin Blake	Golf Course	1 year

Mark your calendars

November 2013



Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9 ✓
10	11 HOLIDAY	12 KRMC Diabetes Expo	13	14	15	16
17	18	19	20 FITNESS TEST	21 FITNESS TEST	22	23 ✓
24	25	26	27	28 HOLIDAY	29 HOLIDAY	30

City Holiday Observances

Veterans Day Holiday	November 11
Thanksgiving Holiday	November 28
Appreciation Day	November 29

Pay Days

Friday, November 8th
Friday, November 22nd

