



Courier

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32,000 County Maps With Just a Few Clicks

Employees and the public now have easy online access to more than 32,000 Fairfax County maps. The Department of Information Technology, Geographic Information Systems (GIS) Branch has loaded the county's official maps dating back to 1960 for property maps and 1985 for zoning maps up to the most current county maps, which are updated daily.

▶ The maps can be accessed at www.fairfaxcounty.gov/gisapps/pdfViewer.

According to GIS Manager **Tom Conry**, with just a few clicks an employee can download, for example, a current zoning map of a community and paste it into a report, or even download the same map from 1985 for comparison.

"It is a tremendous wealth of

information that can be used by county staff in every agency," he explained. "In the past, people, businesses, utilities and other organizations would get a new county map book every year, which was only up to date the day it was published. Employees would have to come to our office and get a copy. Now it is all updated and at your fingertips."

The site, which averages about 24,000 downloads a month, includes several types of maps – property, zoning (residential, commercial, industrial), topographic (elevation maps without property map information) and contour (elevation maps with property map information). The map selection also includes the Chesapeake Bay Preservation Area, in addition to sanitary sewer, stormwater and soil maps, provided by the Department of Public Works and Environmental Services.

Employees who have played a key role in the project since it began in 2003, include Conry, **Brendan Ford, Dave Demeny, Jim Callahan, Karen Rubal, Jared Dunbar, Greg Thomas, Chris Gao, Diane Bentley** and **Shahana Khan**.



At the top is the 1960 map of the area around the Government Center's location and below that is the current map. To view online, go to www.fairfaxcounty.gov/gisapps/pdfViewer, use grid tile 56-1.

Special Election Is Feb. 3

A special election for the chairman of the Board of Supervisors is scheduled for Tuesday, Feb. 3.

All qualified voters in Fairfax County are eligible to vote in this election. Polls will be open from 6 a.m. to 7 p.m.

More information on the election and the list of candidates may be found at www.fairfaxcounty.gov/eb/upcoming.htm. ■

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Courier is available online at <http://infoweb/courier>

Aside from its practical uses, Conry also describes the map database as a virtual time machine for employees and residents interested in the history and growth of the county. You can watch the growth and development in Tysons Corner from farmland to urban center, or see what Fairfax County looked like before the Fairfax County Parkway or I-66.

Modern mapping of the county began in 1950 in the Tax Assessors Office as a result of a demand for a better tax assessment process, according to Ford, a GIS analyst who is the author of "The History of Modern Mapping in Fairfax County, Virginia," a 1995 trade journal

article.

Ford notes that in 1972, the county undertook a remapping process to create accurate maps that were all the same scale. It was an arduous process that took 15 years to complete. It could take up to three months to complete one map of a densely populated area.

Prior to the creation of the GIS Branch in 1992, there were at least four different agencies updating property information on different types of maps. Before becoming digital in 2000, the maps were drawn on Mylar and before 1962, the maps were on a linen material. ■

A GEM For Employees

In addition to the online maps, employees can access the Geographic Exploring and Mapping (GEM) application at <http://infoweb/DIT/ESD/GIS/GEM.htm>.

GEM provides several easy-to-use tools to view, query and analyze geographic information. The GEM application also serves as a simple mapmaking and report-generating tool. ■

Dispose of Old TVs at Electric Sundays Free Recycling Events in February and March

The Department of Public Works and Environmental Services Solid Waste Management Program is hosting Electric Sundays on Feb. 8 and March 8 and a Household Hazardous Waste and Recycling Roadshow on Saturday, March 28. The events are free and open to residents. Materials from businesses will not be accepted.

At the Electric Sunday events, county residents will be able to recycle TVs, computers and related electronic devices from 10 a.m. to 3 p.m. at the I-66 Transfer Station, 4618 West Ox Road, Fairfax.

Items eligible for both Sunday events are limited to TVs, computers and electronic devices such as keyboards, speakers, printers, external drives and other such materials. Residents should not bring small or large kitchen appliances, CDs, DVDs, video cassettes or stereo equipment to these events. Items do not need to be in working order.

The Household Hazardous Waste and Recycling Roadshow on March 28 is from 9 a.m. to 2 p.m. at the South County Center, 8350 Richmond Highway, Alexandria.

At this free event, TVs, computers and related devices also will be accepted. Proof of residency is required, such as a utility bill or driver's license.

Examples of what residents can bring for disposal include: acids, gasoline, fluorescent bulbs, fungicides, herbicides, insecticides, mercury products, oil-based paint, paint thinner, pesticides, poisons, pool chemicals and rechargeable batteries. Automobile batteries will not be accepted and should be taken to the hazardous waste disposal facilities at the I-66 Transfer Station or the I-95 Landfill Complex. For directions, go to www.fairfaxcounty.gov/dpwes/trash/dispites.htm.

In addition, residents will be able to shred personal and sensitive documents such as old tax documents, credit information, expired contracts, etc. Up to five medium-size boxes of paper per



Old analog TVs are among the items you can dispose of at the recycling events. *File photo.*

resident will be accepted at no charge.

► For event updates, including cancellation notification, call the Recycling Infoline at 703-324-5052. For a complete schedule of upcoming recycling events go to www.fairfaxcounty.gov/recycling. ■

Budget Rumor Busters – Providing Input

I appreciated the opportunity to provide input during the fall on Lines of Business and proposed FY 2010 budget reductions. But can I do so again? Will there be ways for me to comment after the budget is presented by the county executive to the Board of Supervisors on Feb. 23 or is it a done deal then?

The budget telephone hot line and the employee and public online suggestion and comment page will be re-opened on Feb. 24 after the county executive releases his proposed budget on Feb. 23.

The county executive will be scheduling a series of employee question- and-answer sessions on the budget recommendations. Information on the sessions will be provided as soon as available. The FY 2010 Budget is scheduled to be approved by the Board of Supervisors on April 27, 2009. ■

Budget and Lines of Business Resources

FY 2009 Budget:

<http://infoweb/opa/budget/fy09.htm>

FY 2010 Budget and Lines of Business:

<http://infoweb/opa/budget>

County Executive E-Mails

<http://infoweb/CEX/messages>

Reduction in Force (For informational purposes):

RIF Reference Guide <http://infoweb/RIF>

Or go to <http://infoweb/hr/rifsummary.pdf> or <http://infoweb/hr/chapter9.pdf>

E-mail questions to HRExpress@fairfaxcounty.gov

Budget Rumor Buster Column Archive

<http://infoweb/opa/budget>

Employee Assistance Program (EAP)

www.inovaeap.com

The EAP provides assistance with stress, legal, financial and family concerns. To access, log in with user name: FAIRFAX and password: County1

Now through Aug. 31, this service also is being made available to exempt limited-term and exempt part-time employees because a number of them will be impacted by the budget reductions.

Employees Recognized by Board of Supervisors

At its meeting on Jan. 12, the Board of Supervisors recognized 66 county government and Fairfax County Public School (FCPS) employees who were involved in the 20 community dialogues and five employee brown-bag lunches implemented by the county to receive input on the FY 2010 budget (effective July 1, 2009).

Led by the Department of Management and Budget (DMB) and **Susan Datta**, DMB director, the discussions took place throughout the county from September through November.

In addition to DMB and FCPS, agencies that participated in the outreach effort included the Office of Public Affairs,

Department of Information Technology and the Library, as well as facilitators from the Department of Human Resources, Department of Community and Recreation Services and Juvenile and Domestic Relations District Court.

▶ The community and employee input was recorded and posted online at www.fairfaxcounty.gov/government/budget. ■

Board of Supervisors Vice Chairman Sharon Bulova (center, right) presents the certificate of appreciation to Susan Datta, DMB director (center, left). Photo by Edwin De Castro.



News Roundup

Paddeu Is Honored

Denis Paddeu, Department of Transportation, was honored last month by the ENDependence Center of Northern Virginia. He was recognized for his "dedication and diligence as a liaison between the disabled community and the Fairfax County Department of Transportation and has brought improved access for the Connector bus service."

New Web Site for Adults With Disabilities

The Health Department's Long Term Care Coordinating Council (LTCCC) and SeniorNavigator officially launched www.disabilitynavigator.org on Jan. 9 at the Government Center. Fairfax County's Incentive Fund provided seed money to develop the Web site, a one-stop shop of services specifically geared toward adults with cognitive, physical or sensory disabilities in Northern Virginia. Hunter Mill District Supervisor **Catherine Hudgins** was a keynote speaker at the launch.

The Web site is fully accessible for people with vision, hearing and intellectual disabilities and is credentialed by "Health on the Net." This seal of approval protects the privacy of the consumer and indicates that all of the information is current and reliable. SeniorNavigator, a resource in Virginia for health and aging, served as the lead for the project and will operate the site.

► For more information on LTCCC, visit www.fairfaxcounty.gov/hd/lccc.



Bob Eiffert, LTCCC program manager, at the launch of the new Web site.

Police Teams Graduate from K9 School

Three county police officers and their K9 partners graduated from the Police Department's rigorous 14-week K9 basic training course on Jan. 16.

The training course includes sessions on patrol techniques and narcotics detection. The teams are trained in tracking and locating criminal suspects and endangered missing persons. Additionally, the teams have learned how to locate lost articles, conduct building searches as well as open air searches.

The graduates include:

- Master Police Officer **Mark Dale** and K9 Blitz.
- Pfc. **Lori Beach** and K9 Elvis.
- Pfc. **Robin Wyatt** and K9 Gallo.

► To learn more about the Police Department's Canine Unit, go to www.fairfaxcounty.gov/police/inside-fcpd/units/canine-unit.htm. ■

Live Well Programs For February

Get Fit @ Your Desk!

Join Park Authority fitness experts **Lindsay Woodsmall, John Bartok** and **Laurie Stickland** for a fun, interactive workshop on simple strategies to get fit at your desk. You will learn to burn extra calories during the workday, simple strength training at your desk, and beating work fatigue and stress with simple stretches. Register at <http://infoweb/employeeu>, click on "Ready to Register," and use code LIVEWELL203. The workshop will be offered at these locations:

- Feb. 2, 11 a.m. to noon, Falls Church Conference Center, Room A.
- Feb. 4, 1 to 2 p.m., Government Center, 120C (inside cafeteria).
- Feb. 9, noon to 1 p.m., Pennino Building, Room 206A.
- Feb. 18, noon to 1 p.m., South County Center, Room 221C.
- Feb. 25, noon to 1 p.m., Juvenile Court, Room 2221.

Nutrition101 - Healthy Eating in the New Year

Join Chef Michele M. Powers, R.D., of NutrientChef and a test chef for Cooking Light magazine, for an engaging discussion of strategies used for pairing food and nutrition in order to prepare balanced meals. Register through EmployeeU (see above) and use code LIVWELL305.

- Feb. 12, 11 a.m. to noon, Government Center, 120C (inside cafeteria).

► For more information on Live Well and Live Well programs, go to <http://infoweb/LiveWell>. ■

From the Alternative Dispute Resolution Office Conflict Coaching For Employees

The Alternative Dispute Resolution (ADR) Office, in affiliation with George Mason University, recently conducted a conflict coaching training for 18 county mediators, supervisors and employee advocates. The participants were selected to become conflict coaches based on their experience.

These coaches will provide a framework to resolve conflict to individual employees or supervisors seeking to address a dispute, have a difficult conversation or implement change in a co-worker and/or supervisor relationship.

During their training, the participants learned conflict coaching concepts that offer individuals a way to become more self-reflective and see other options when facing a conflict.

It is the goal of the conflict coach to

help the employee:

- ▶ Focus on the future.
- ▶ Listen to rationale for change.
- ▶ See positive reasons for change.
- ▶ Partner with others and act upon

their intentions for change.

Conflict coaching is another alternative dispute resolution tool used to resolve conflict at its lowest level. Unlike a mediator, the conflict coach meets with

one employee to address the need for change. Coaches can meet with employees at the Government Center or South County Center with flexibility for other locations depending upon the availability of coaches.

If you would like more information on conflict coaching, visit <http://infoweb/csc/appeals> or call the ADR office at 703-324-3348. ■



File photo.

Millennium Forum Is Feb. 25

Pulitzer Prize winning-author Roger Wilkins is the featured speaker for the Millennium Forum scheduled for Wednesday, Feb. 25, 10:30 a.m. to noon at the Government Center Board Auditorium. The event is free and open to all county employees.

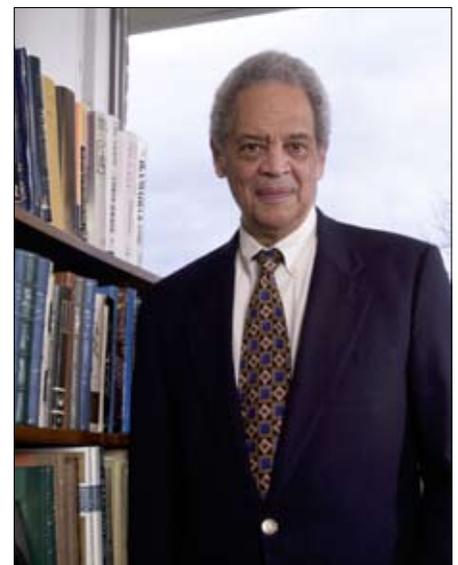
Wilkins is a Clarence J. Robinson professor of history and American culture at George Mason University. After receiving his law degree from the University of Michigan in 1956, he worked as a welfare lawyer in Ohio and for the U.S. Agency for International Development before becoming an assistant attorney general in President Lyndon B. Johnson's administration at age 33. He was one of the highest-ranking African Americans to serve in the executive branch up to that time.

In 1972, Wilkins began writing

editorials for The Washington Post just as the Watergate scandal broke. He shared a Pulitzer Prize along with reporters Bob Woodward and Carl Bernstein and cartoonist Herb Block for his editorials. He then worked for The New York Times as a columnist and served as the first African American on its editorial board.

Wilkins also has worked for the Institute for Policy Studies, The Washington Star, National Public Radio and CBS Radio. He remains a commentator and analyst on American public policy and social justice issues.

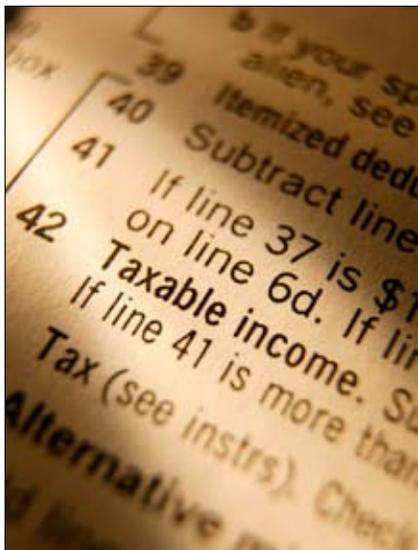
Wilkins is the author of several books, including "A Man's Life" (1982), "Quiet Riots" (1988) with Fred Harris, and "Jefferson's Pillow" (2001). Wilkins also conceived, wrote and narrated two productions for PBS: "Keeping the Faith" (1987) and "Throwaway People" (1989).



Roger Wilkins. Photo provided by the Library.

▶ For more information on Wilkins and the Millennium Forum series, go to <http://infoweb/mfs>. ■

Taxable Income for Life Insurance Over \$50,000



In the section of your pay advice titled “taxable income added,” there is a descriptive field named life insurance over \$50,000. If your pay advice shows a dollar amount next to this line, you have taxable income being added to your taxable earnings.

According to Internal Revenue Service (IRS) regulations, the value of employer-provided group term life insurance over \$50,000, minus any employee post-tax payroll deduction, is taxable income. This “additional taxable income” is subject to Social Security and Medicare taxes and must be reported on the employee’s

HR Central

HR Central has benefit information.

- ▶ Call 703-324-3311
TTY 703-222-7314
- ▶ Visit <http://infoweb/hr/benefits>

W-2 Form as “other compensation.” The entire premium for supplemental life (optional) is taken as a pre-tax benefit.

Employees could see a higher amount in the taxable income added field because they moved into a higher age band on the IRS table for the 2009 calendar year. The taxable income amount could also change throughout the year due to a change in the group term life coverage amount or in the supplemental life age band premium rate. ■

2008 Flexible Spending Account Deadline Is March 15

Flexible Spending Account participants are reminded of the following:

March 15 is the deadline for incurring expenses reimbursable from 2008 accounts.

If you participated in the Medical Spending Account and/or the Dependent Care Account in 2008, you have until March 15 to incur eligible expenses that can be reimbursed from your 2008 account. This grace period will benefit participants who may have over estimated their 2008 expenses and have unused

balances remaining in their 2008 accounts.

Although the deadline for incurring expenses runs through mid-March, the deadline for submitting reimbursement requests to Fringe Benefits Management Company (FBMC) is still March 31.

When submitting requests for reimbursement from your 2008 account to FBMC, keep in mind:

The Flexible Spending Account reimbursement request form is available at <http://infoweb.fairfaxcounty.gov/hr/>

benefits/Flex_Claim_form_2008.pdf.

Reimbursement requests can be submitted to FBMC by fax at 800-524-7751 or mail to Fringe Benefits Management Company, P.O. Box 1800, Tallahassee, FL 32302-1800.

If submitting by mail, reimbursement requests must be postmarked by March 31.

If submitting by fax, be sure to keep a copy of the transmission confirmation showing that the request was faxed on or before March 31. ■

Health and Dental Insurance Cards

If you changed from one health plan to another during open enrollment or elected new Delta Dental coverage and have not received your new plan ID card, you should call the new plan (numbers listed at far right). If you had no health coverage in 2008 but enrolled in a health plan for 2009 and have not received a Davis

Vision ID card, call Davis Vision. If you have not changed health plans or signed up for new health coverage, you should continue to use the cards you currently have. However, if you need a new plan ID card, you may call the appropriate number listed at right.

Numbers for New ID Cards:

- ▶ CareFirst (BlueChoice POS or BluePreferred PPO) 1-800-296-0724.
- ▶ Kaiser Permanente 301-468-6000.
- ▶ CIGNA 1-800-CIGNA24.
- ▶ Delta Dental 1-800-237-6060.
- ▶ Davis Vision 1-800-208-2112. ■

Briefs

A New Leave Year

The 2009 leave year begins today (pay period 2, Jan. 30 payday). Personnel regulations allow employees with less than 10 years of service to carry 240 hours of annual leave from one leave year to the next. Employees with 10 or more years of service may carry up to 320 hours of annual leave to the new leave year. No employee may carry more than 240 hours of compensatory leave from one leave year to the next.

At the end of pay period 1, the annual and compensatory leave balances of those employees who were over the authorized maximum were reduced. Excess annual leave was converted to sick leave and added to employees' existing sick leave balance. Compensatory leave over the maximum was forfeited.

The 2009 leave year will end on Dec. 31, 2009, at which time excess annual leave and compensatory leave will be cut back again. To avoid losing leave next January, review your leave throughout the year. Your pay advice has a "use or convert" box that projects the amount of annual leave that must be used before the end of the leave year. Adjustments will not be processed to change prior annual or sick leave taken to compensatory leave taken. Therefore, if you have a lot of annual leave and/or comp time to use during the year, consider using it instead of sick leave during times of illness or for doctor's appointments. You never lose sick leave; every 172 hours of sick leave on the books when you retire from county employment may be used to purchase an additional month of service toward county retirement.

Your current leave balances are displayed on your pay advice each pay period. You also may view your current leave balances in Online TIME by entering transaction 13. Press the F6 key to see

detailed information on the amount of leave earned and used, as well as your current balances.

▶ If you have any questions about using leave, talk to your department's payroll contact. A list of current payroll contacts is available at <http://infoweb/hr/payroll/pay-pdf/pay-name.pdf>.

Fairfax County Employees Disability Awareness and Action Network

The Office of Human Rights and Equity Programs, Equity Programs Division, in conjunction with the Fairfax Area Disability Services Board invites employees who have a disability, work with people with disabilities or have experience regarding the rights and needs of people with disabilities to its bimonthly meeting to discuss employment-related topics and services for people with disabilities. The meeting will be held on Wednesday, Feb. 4, 12:30 to 2:30 p.m. at the Government Center in Conference Rooms 2/3.

▶ For more information visit <http://ffxdweb01/dsb/employment.htm>. For questions and to request reasonable ADA accommodations, contact the Equity Programs Division at 703-324-2207, TTY 703-222-5494.

2008 Onthank Nominations

Nominations for the 2008 A. Heath Onthank Memorial Award are now being accepted through Feb. 27.

The award, named for A. Heath Onthank, the first chairman of the Civil Service Commission, recognizes accomplishments of outstanding worth in advancing and improving public service in county government during 2008. Recipients will be recognized at a Board of Supervisors meeting in June and will receive a plaque and a cash award.

The award is open to merit employees of Fairfax County government and to

unified scale and food service employees of the Fairfax County Public Schools. Nominees must have completed their initial probationary period. Nominations may be made by fellow employees or county residents.

▶ Nomination forms are available from members of the Board of Supervisors, department heads, and the Department of Human Resources. The form is available online at <http://infoweb/hr/relate/forms/onthankaward.doc>.

▶ For further information, contact **Dianne Wimbish** at 703-324 3365, TTY 703-222-7314, or dianne.wimbish@fairfaxcounty.gov.

Winter Parking at Pennino, Herrity and Massey Buildings

For safety purposes, during inclement weather the top decks of the parking garages at the Pennino, Herrity and Massey buildings will be closed.

▶ Direct questions to the Facilities Management Department at 703-324-2055, option 1.

Length of Service Ceremony

The 2008 Employee Length of Service Ceremony will be held on Feb. 20 at 8:30 a.m. in the Government Center Board Auditorium. The ceremony will recognize those employees who reached the milestones of 20, 25, 30, 35, 40 and 45 years of service in 2008.

Announcements have been distributed to the 775 employees to be recognized at the ceremony.

▶ For further information, contact Dianne Wimbish at 703-324-3365, TTY 703-222-7314, or dianne.wimbish@fairfaxcounty.gov.

PowerPoint Keyboard Shortcuts

Knowing the keyboard shortcuts of any application will help improve the efficiency of working in the program.

When it comes to giving a PowerPoint presentation, not only does the content matter but also how it is presented.

Here are some simple shortcuts to master so that you can focus your attention on the audience when giving PowerPoint presentations.

- ▶ Start the presentation from first slide – press F5.
- ▶ Run the next animation or advance to the next slide – press Enter or the spacebar (or click the mouse).
- ▶ Return to the previous slide – press Backspace. (Note: You can also use the arrow keys to move to different slides.)
- ▶ Go to a specific slide number – type the slide number and then press Enter
- ▶ To jump to the first slide – press Home
- ▶ To jump to the last slide – press End
- ▶ Go to a black screen or resume slide show from a black screen – press

B (or period).

- ▶ Change pointer to a pen – press Ctrl + P.
- ▶ Erasing what was drawn with the pen tool – press E.
- ▶ Change the pointer back to an arrow – press Ctrl + A.
- ▶ End a slide show – press Esc or (hyphen).
- ▶ To pause an automated slide show – press S.
- ▶ Display the shortcut menu – Shift + F10.

Even if you are nervous making a presentation, these PowerPoint keyboard shortcuts may make it a less stressful experience.

- ▶ For more keyboard shortcuts, go to www.lytebyte.com/tag/keyboard-shortcuts. ■

Scholarship Workshop on Feb. 18

Even in the best of financial times, county employees pursuing a college degree know how expensive tuition can be. In the current economy, it can be even more challenging. An often overlooked resource is scholarships. But where to begin?

To make this search and application process less daunting, the Organizational Development and Training (OD&T) Division is sponsoring a scholarship workshop on Wednesday, Feb. 18 from noon to 1 p.m. in the Government Center Board Auditorium. A representative from the University of Phoenix will provide information on how to search for scholarships as well as give tips on writing

successful scholarship essays.

There is no need to register and family members are welcome as well. Questions or requests for reasonable ADA accommodations should be addressed to **Barbara Emerson** at barbara.emerson@fairfaxcounty.gov or 703-324-3309, TTY 703-222-7314. ■

IT Service Desk

- ▶ Call 703-324-HELP (4357), Option 1
- ▶ E-Mail ITservicedesk@fairfaxcounty.gov
- ▶ Online at <http://ITSD>

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See Courier online at
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