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Top: Chief Brian Jensen presents Lt. Fred Newman with a plaque for his twenty-five years of service with the Big Spring Fire Department. Bottom: Tony Modisette presents Juan Rodriguez Jr. with a plaque for his retirement after twenty-five years of service with the city.

RETIREMENT News

Lieutenant Fred Newman

25 years of service

Juan Rodriguez Jr.

25 years of service

Ruth Ann McKay

7 years of service

On behalf of the City of Big Spring we congratulate all of you on your retirement. We offer our best wishes on your retirement. Each one of you will be greatly missed. Your dedication and loyalty over the years is greatly appreciated and we wish you success and happiness in your retirement.

BLOOD DRIVE

June 10, 2011

9 a.m. to 4 p.m.

City Council Chambers

Please call Human Resources at 264-2346 to schedule an appointment. All donors are entered in a drawing for a **FREE DAY OFF!!!**

What is your
RETIREMENT
PLAN?

If you have over ten years of service with the city, please make plans to attend the

Retirement Seminar

April 13, 2011

9 a.m. to 12 p.m.

Dora Roberts Community Center

Get valuable information on retirement options and planning, cover the importance of investing for the future, funding methods, legislative changes, windfall provision and optional plans for the future.



WELLNESS PROGRAM

your life. better.

On March 1, 2011, the attendance requirement for gym memberships under the Wellness Program was reduced to ten (10) visits per month. The following guidelines apply to gym visits:

- Employees can go to the gym more than once a day, but only **ONE VISIT PER DAY** will be applied to the ten visit requirement.
- Exceptions to the workout requirements will be made when an employee is ill, on vacation, or has other extenuating circumstances that prevent regular visits to the gym. Employees have the responsibility of notifying the Human Resources office when these types of circumstances exist.
- Family memberships are available. Eligible family members for the Wellness Program are spouses and dependent children living in the same household as the employee. Visits by family members and dependents do not count towards the employee’s visitation requirements.

By participating on the Wellness Program, employees can get an individual gym membership for just \$5.00 a month . Payment for gym memberships is made through a payroll deduction and employees can choose which gym to attend, the Big Spring YMCA or Techno. Employees can also choose a non-wellness membership , but this will increase the monthly memberships fees.

The Employee Wellness Program also includes the:

- Tobacco Cessation Program provides resources to help employees quit smoking and chewing tobacco.
- Employee Assistance Program provides counseling for a wide range of issues, both personal and work related.
- Co-Pay Reimbursement for Annual Wellness Physicals

To enroll in or ask questions about the Employee Wellness Program, contact the Human Resources office at 264-2347. Remember, we all deserve to feel great. Strive for wellness every day and enjoy a longer, happier life.



DEALING WITH WORKPLACE GOSSIP

For most of us, the idea of "workplace violence" conjures up images of physical harm. But there is another form of workplace violence that is just as dangerous and insidious - and that is gossip in the workplace. Gossip in the workplace can create a negative and uncomfortable atmosphere for not only the person the gossip is about, but for everyone else in the workplace. We all know that

a negative work environment is a less productive work environment. Gossip is a form of harassment and should be avoided at all cost. The City of Big Spring wants to protect all of our employees from harassment. If a coworker says, writes or implies something that you find offensive, belittling or rumor spreading, we ask that you tell the person to stop. If you feel uncomfortable doing so, then you should go to your supervisor and notify them of the problem. Spreading stories and rumors about co-workers creates an unpleasant work environment and leads to distrust and disrespect between co-workers. By participating instead of saying or doing something to stop the rumor spreading, you become part of the problem. We all know how hurtful and mean rumors can be as most of us have been victimized in this manner. The City of Big Spring, in its quest to provide a safe, peaceful and courteous work environment reminds all employees not to participate in gossiping, and report those that do.

Drivers using a cell phone are more likely to crash

Common Driver Distractions and the Risk of a Crash Event Compared to Attentive Driving

Activity	Increases Risk
Reach for an object	8.8%
Reading	3.4%
Apply makeup	3.1%
Cell phone/dial by hand	2.8%
Eat	1.6%
Cell phone: talk/listen	1.3%
Attentive driving	1.0%
Passenger in front seat	0.5%

Multi-tasking while driving increases the risk of a crash. Answering a ringing phone, either handheld or hands-free, while also changing music or interacting with a navigation system is dangerous, particularly at high speeds or when following another car.



May

- Cherri Harris 5/2
- James Saint 5/2
- Kelly Grant 5/2
- Kenneth Graves 5/3
- Chad Averette 5/4
- Roy Lee Metcalf 5/4
- Tom Cruz 5/10
- Amie Soles 5/11
- Samuel Rodriguez 5/14
- Samantha Whitehead 5/14
- Jacob McCain 5/16
- Bruce Broughton 5/17
- Gary Fuqua 5/18
- Yolanda Bryant 5/22
- Celeste Valle 5/22
- Arthur Watson 5/22
- Wayne Jones 5/24
- Stacie King 5/24
- Lawrence Howell 5/26

- Judy Westbrook 5/26
- Leslie Whitten 5/26
- Jose Cazares 5/26
- Benjamin Davila 5/27
- Billy Innis 5/27

- Misty Taylor 6/17
- Roy Mansfield 6/18
- Dustin Franco 6/20
- Cathy Ontiveros 6/21
- Chris Glenn 6/26
- David Armstrong 6/30

April

- Levi Rudder 4/3
- Courtney Shaffer 4/10
- Susan Conder 4/14
- Joseph Patton 4/14
- Christopher Lee 4/20
- Jamie Williams 4/20
- Tye Newman 4/22
- James Statham 4/23
- Milton Horton 4/24
- Carl Condray 4/28
- Clarence Ross 4/30

June

- Peter Boen 6/1
- Bertie Soto 6/3
- Terri Lovell 6/3
- Simon Munoz 6/6
- Chris McAllister 6/10
- Ricardo Lopez Jr. 6/10
- Chris Mahurin 6/13
- Frankie Huerta 6/13
- Bobby Arizmendi 6/14
- Jace Williams 6/14
- Debbie Wegman 6/16
- Terry Fryar 6/16
- Jeanne Wilson 6/17

***Best wishes
for your
birthday
and
throughout
the coming
year!***



City of Big Spring Personnel Policies and Procedures Section 3 – Political Activity

Except as may be otherwise provided by law, the following restrictions on political activity shall apply to City employees:

1. Employees shall refrain from using their positions or influence for or against any candidate for public office in any jurisdiction or any referendum or petition on a public issue in any jurisdiction.
2. Employees shall not circulate campaign literature for or against any candidate for City elective office or any referendum or petition on a city issue or be in any way concerned with soliciting or receiving any related subscription, contribution, or political service.
3. Employees shall not use working hours or City property to be in any way concerned with soliciting or receiving any subscription, contribution, or political service or to circulate campaign literature for or against any candidate for public office in any jurisdiction or any referendum or petition on a public issue in any jurisdiction.
4. Employees shall not in any manner contribute money, labor, time, or other valuable goods to any person for purposes related to any type of City election.
5. No employee may seek or hold an appointive or elective City office of public trust, partisan office in any jurisdiction, or any other office where service would constitute a direct conflict of interest with City employment, with or without enumeration. If an employee decides to seek or assume such office, he/she shall resign from the City service or shall be dismissed for failure to do so.
6. While in uniform or on duty or in a City vehicle, a City employee may not take an active part in another person's political campaign for an elective position of the municipality or referendum.
7. For the purposes of this section, a person takes an active part in a political activity if the person makes a political speech; distributes a card or other political literature; writes a letter; signs a petition; actively and openly solicits votes; or makes and openly solicits votes; or makes public derogatory remarks about a candidate for an elective position of the municipality.
8. A City employee may not be required to contribute to a political fund or to render a political service to a person or a party.
9. A City employee may not be removed, reduced in classification or salary, or otherwise prejudiced for refusing to contribute to a political fund or to render a political service.
10. A municipal official who attempts to violate Subsection C violates this section of the Personnel Policy. Except as expressly provided by this section, the municipality's governing body may not restrict a city employee's right to engage in a political activity.



310 Nolan
Big Spring, Texas 79720
Phone: 432-264-2346
Fax: 432-264-2387

Welcome New City Employees

Rebecca Green	Animal Control
Amber Wooldridge	Police Department
Courtney Holdampf	Human Resources
Misty Taylor	Fire Department
Aaron Mendoza	Purchasing
Courtney Shaffer	Fire Department
Joseph Roden	Fire Department
Brandon Good	Utilities
Blain Matthews	Streets
John Manning	Fire Department
Robert Evans	Parks
Francisco Cruz	Water Treatment

Don't Lose Your Cool

Heat exhaustion affects workers when they deplete the body's salt and moisture levels. Symptoms include muscle cramps and pain or spasms in the abdomen, arms or legs.

Protect Yourself. Avoid heavy exertion, extreme heat, sun exposure and high humidity when possible. When these cannot be avoided, take the following preventative steps:

- Monitor your physical condition and that of your coworkers for signs or symptoms of heat illnesses.
- Wear light-colored, loose-fitting, breathable clothing such as cotton. Avoid non-breathable synthetic clothing.
- Gradually build up to heavy work. Schedule heavy work during the coolest parts of day.
- Take more breaks when doing heavier work and in high heat and humidity. Take breaks in the shade or a cool area.

BIG SPRING POLICE ASSOCIATION

SPRING FLING

The Big Spring Police Association is having a poker run on April 30, 2011, to benefit the BSPA and the Blue Santa program. The Blue Santa program helps provide Christmas presents for local children in families that are struggling to make ends meet, but often "fall between the cracks" because they don't meet eligibility requirements for other programs. The poker run is approximately 100 miles, with riders making designated stops to get their playing cards. The run will begin and end at the Howard County Fair Barn. The person with the best hand at the end of the run wins. A meal will be provided for all riders and passengers of the poker run. Motorcyclists are asked to pay a \$20 per bike fee and a \$10 fee for passengers, with the proceeds going to the Blue Santa program. Registration is at 9 a.m. and the first bike out will be at 9:15 a.m. The Blue Santa program runs entirely off of donations and fundraisers done throughout the year. For more information contact Lynn Creswell at (432) 213-5032.

1. Please be sure that Human Resources has the correct information on file. Look at the address on your paycheck. If it is wrong, you will need to fill out the Change of Information Forms which can be picked up in the Human Resources office. HR should be notified for any of the following changes: name, address, marital status, birth/adoption of a child.
2. Please do not use pencil to fill out employee timesheets. **Timesheets should be done in ink.**