Open Enrollment Season

Open enrollment for calendar year 2013 is scheduled to take place from October 22, 2012 to November 9, 2012. The same plans will be offered, but changes to the health plan designs are under consideration and rates are still being finalized. Preliminary calculations indicate increases ranging from 3.5% to 15.8% for the medical and prescription plans. More details will be published in the October issue of Update and your open enrollment packet. Please be sure to read your open enrollment packet in its entirety for valuable information.

Cost Sharing Changes for 2013

During July and August, informational meetings were held at various Commission sites to discuss the changes in the cost share of premiums for the health plans. These changes were negotiated with union representatives for represented employees and passed through to non-represented employees.

Fraternal Order of Police (FOP) Represented Employees

Effective January 1, 2013, the cost share for all health plan premiums, including medical, prescription, dental and vision will be 20%. The Commission contributes 80% of the cost of the low vision option for the moderate and high vision options. The employee pays the balance.

Non-Union Merit & MCGEO Local 1994 Represented Employees

Effective January 1, 2013, the cost share for all health plan premiums other than the lowest cost medical plan and the prescription plan will be 17.5%. The cost share for the lowest cost medical plan and the prescription plan will remain at 15%. The Commission contributes 80% of the
Welcome to the Commission

**Update** welcomes the following employees who joined the ranks of the M-NCPPC in August and September:

- Prince George’s County Department of Parks and Recreation
  - Kelli Holsendolph, Robert Clark Jr., Raymond Rawlins, Ryan Bond and Tiffany Jones

- Montgomery County Department of Planning
  - Alexandria Murph

- Montgomery County Department of Parks
  - Carl Tolley, Megan Fellows, Anthony Beckford, Lamont Campbell, Robert Green and Lafate Smith

**Deadline for Comments on MSR&R Chapter 1400 is September 28**

This is a reminder to all Merit System Employees that the opportunity to comment on the drafted revisions to Merit System Rules and Regulations Chapter 1400, Employee Leave: Personal, Annual, Sick, and Compensatory Leave, is still available through Friday, September 28, 2012. You may access NOTICE 12-02, announcing the changes and the comment period on inSite, or by clicking the link below.

As part of the Commission’s continuing review and update of its policies, the Merit System Board released proposed amendments to Chapter 1400 of Merit System Rules and Regulations (MSR&Rs). Chapter 1400 of the MSR&Rs addresses Personal, Annual, Sick, and Compensatory leave for non-represented employees hired into Merit System positions. Proposed amendments affect Section 1450 (Personal Leave) and 1460 (Annual Leave).

Before amendments may be adopted by the Commission, the Merit System Board releases drafted proposals for a 30 day period to allow comments from non-represented Merit System employees. The 30-day period ends Friday, September 28, 2012, and comments must be submitted by then.

Click here to access Notice 12-02

Click here to access Amendments to MSR&R Chapter 1400

Click here to comment on the Amendments to MSR&R Chapter 1400

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Do you have personal news to share? Recently married? Engaged? Had a baby? Won an award?

Has anything happened in your Division/Department lately that you think is newsworthy?

Let **Update** know and we’ll consider it for an upcoming edition of our monthly employee newsletter. Deadline for submissions for the upcoming issue is always listed on the front page of the most recent issue of **Update**.

Please send your notice to:

- Update.editor@mnccpc.org
- OR -
- Update, 4th floor, EOB (interoffice mail)
- jim.adams@mnccpc.org

We’re looking forward to hearing from you!
The Kronos Version 6.3 Has Arrived!

What’s happening? What do I need to do? Where do I log in? These are just some of the questions you may now have about the new Kronos time-keeping system that launched in the beginning of September. You may see the new Kronos 6.3 shortcut icon on your Desktop with the name “Kronos v6.3” or you can go directly to https://mncppc.kronoshosting.com/wfc/logon

Key your time for the week and get acclimated to the new look and feel of Kronos 6.3.

If you missed any of the training seminars/webinars, visit the Kronos Project website to watch the live training video or download a Learning Aid http://insite.mncppc/Our_Organization/OCIO/Projects_and_Upgrades/Kronos_Upgrade.html

BE PROACTIVE! Report issues sooner rather than later. We don’t want ANYONE to miss a paycheck because they did not follow the proper protocol. Contact CAS-KRONOS@MNCPPC.ORG with questions and thanks for your support.

Honors and First Place Win for Prince George’s Exhibit Team

Update joins in congratulating the members of the Prince George’s County Exhibit Team, including staff Prince George’s County Parks and Recreation Department’s Exhibit Shop and the Chairman’s Office Public Affairs office, for winning first place honors at the recent Maryland Association of Counties annual conference. The team was recognized with a special proclamation by the Prince George’s County Council on Tuesday, September 11.

For more than two decades, staff representing the Prince George’s County Council, the office of the Prince George’s County Executive, and The Maryland-National Capital Park and Planning Commission (M-NCPPC) have joined forces each year to design, construct, and display outstanding exhibits showcasing Prince George’s County. These colorful and creative exhibits have been coordinated by a planning committee comprised of representatives from all three sponsoring organizations, and designed and constructed completely “in house” by staff from the Department of Parks and Recreation’s Maintenance and Development Division. The exhibits have been featured at a number of annual events, including the Maryland Municipal League, Maryland Association of Counties, and National Association of Counties conferences.

In 2012, the County’s interagency team collaborated to produce a creative exhibit, titled “Prince George’s County: Setting the Stage for Transformation”. The display was designed to highlight a number of the County’s key initiatives in which M-NCPPC is a partner, while reflecting the overall Maryland Association of Counties exhibit theme, “On Broadway”. Those staffing the 2012 exhibit also went “above and beyond” their duties to carry out the title and overall theme, dressing as “stage crew” and mounting a musical production, and thereby helping to further Prince George’s County’s image as a premier jurisdiction and enhance the County’s reputation as an excellent location in which to live, work, visit and do business.

In recognition of this outstanding team effort, Prince George’s County earned its first-ever “Best Exhibit” award for execution and theme, as well as the “male costume” award, at the Maryland Association of Counties President’s Reception on August 16, 2012. In congratulating the team, the County Council cited their collaboration in producing a top award-winning exhibit, and their “tireless efforts to successfully and creatively promote Prince George’s County and to firmly support and enhance the County’s image throughout the State of Maryland.”

Kudos go to the M-NCPPC team members, including: Debra Ruzinsky, Annette d’Epagnier, Cheri Lewis, Serena Lee, Linda Conboy, Pete Carroll, Greg Kernan, Anika Jackson, and Andrea Davey.
All Aboard!!

Commission Departments Work Together to Save a Weekend

On Tuesday August 21, 2012 around 5 p.m., Ron Postman, Train & Carousel Manager, was driving patrons on the Cabin John train around the tracks when the train broke a drive axle! Fortunately, no one was hurt. Ron explained to the patrons there was something mechanically wrong with the train and he escorted everyone back to the train station. Park Police were notified that the train would be left on the tracks overnight.

Ron called both Wayne Meredith, the Mechanic for Cabin John Regional Park and Wayne Sonnenberg, the Fleet Manager for Facilities Management. They set up a meeting to look at the train first thing the next morning.

Wayne Meredith, Bobby Walker (Senior Mechanic), Willy Johnston (Trade Shop Supervisor), Pierre Gagne (Senior Mechanic) and Wayne Sonnenberg worked on getting the train out of the woods so the set of trucks with the broken axle could be exchanged with a set of coach wheels in order for the train to get back to the station.

The train truck was then transported to the Cabin John Maintenance Yard for further evaluation. Wayne Sonnenberg reported the forward drive axle on the back truck broke off at the wheel leaving the train out of service until it could be repaired. Repairs weren't expected to be completed until the following Wednesday, at the earliest, due to parts being ordered, shipped, received, etc.

With the weekend approaching and a number of party rentals scheduled, Ron spoke with Jim Worthington, Lead Mechanic, and Susan Worthington, Recreation Specialist II, both of Watkins Regional Park, in Prince George’s County, to see if they had spare train parts, including an axle, in their inventory.

Jim had an axle, two wheels and several other parts that were needed and were glad to lend the parts to a fellow Commission facility. In addition, Jim gave staff his personal cell phone numbers with instructions to call him on his day off if they needed anything.

With the parts, Wayne and Bobby worked diligently to get the trains fixed for the weekend, saving four birthday parties and making many park patrons and staff happy!

Replacement parts have been ordered and will be delivered to Watkins Regional Park.

One Commission in action -- and a shout out to everyone involved. All aboard!! The Cabin John train and Wheaton train are both open to the public on weekends through Halloween.
Park Police Co-Host 2012 North American Police Equestrian Championships


The championship event provides mounted police officers from across the United States and Canada to demonstrate their equestrian skills and the exemplary trust and teamwork that they have established with their equine partners. The event will be held at the Montgomery County Fairgrounds; admission is free. Be sure to mark the dates on your calendar, and bring the family out to support your Park Police Mounted Officers!

Maryland-National Capital Park Police Montgomery County Division Holds Awards Ceremony

Members from the Montgomery County Division of the Maryland-National Capital Park Police were honored during an Awards Ceremony held at Brookside Gardens on August 1, 2012. Dignitaries including Al Carr, Maryland Delegate for District 18, Councilmember Phil Andrews, and Planning Board Vice Chair Marje Wells-Harley were present to honor the recipients. Elizabeth Hewlett, Chair of the Prince George’s County Planning Board, was also present.

Four Officers received Bronze Stars for performing acts of valor intended to save a human life. On May 4, 2011, Officers Johnny Beason and Joshua Scully encountered a woman who was threatening to kill herself. The Officers were able to safely place her into custody and get her to the hospital for treatment.

On September 25, 2011, Officers Emily Murphy and David Simonetti were sent out on a call for a subject that was suicidal and was possibly armed with a handgun. Officer Murphy tracked the subject down into a local park and she and Officer Simonetti were able to subdue the man and get him help. A search of his bag revealed a loaded .44 revolver, electrical cord, and a bottle of an unknown liquid.

Other award recipients include:
- Brent LaMere Memorial Award – Officer Thai Giang
- Civilian Special Recognition Award – Tammy White
- Community Services Officer Special Recognition Award – Officer Donald Brew
- Dispatcher Special Recognition Award – Lead Dispatcher John Stinson
- Investigative Services Section Special Recognition Award – Detective Sarah Mikalauskas
- K-9 Team Special Recognition Award – Officer Justin Andrews and Shadow
- Patrol Officer Special Recognition Award – Officer Brian Paulsen
- Volunteer Special Recognition Awards – Volunteers Nancy Osgood and John Wood

Acting Chief Antonio DeVaul said, “I am very proud of the achievements of our Division this year, and especially the members of our team who were recognized with awards.” He thanked everyone for their support of the Park Police, and congratulated everyone who received awards.

U.S. Olympic Diving Team Takes Advantage of New Public-Private Partnership

The U.S. Olympic Diving Team visited Montgomery County just prior to departing for London, taking advantage of a new dryland diving training facility created in Wall Park. Created thanks to a Public-Private Partnership between Montgomery Parks and the Montgomery Dive Club, this new facility was transformed from underutilized, standalone handball courts into a multi-purpose acrobatics and gymnastics site for dryland diving training. The facility will also be used for new community programs and classes for people of all ages.

All costs for the facility were covered by the Montgomery Dive Club, and the partnership was approved in late June 2012 by the Montgomery Planning Board. “This is a perfect example of how Montgomery Parks can partner with the private sector to meet the needs of our residents,” said Kate Stookey, Division Chief for Public Affairs and Community Partnerships. “By leveraging private resources in this way, we help make new programs and services available to the public without any additional financial burden on the taxpayers.”
Suggested Retirement Planning Resources

The following sites offer free general information that can be useful when you are planning, investing and/or saving for retirement. Whether you are new to the workforce, mid-career, ready to retire or already retired, you may find something worthwhile by logging on to the websites or calling the organizations mentioned below. Try them out if you have not already:

http://www.mymoney.gov/index.html is managed by the Financial Literacy and Education Commission with the purpose of improving the financial literacy and education of all Americans. In addition to the website, information can be obtained from this organization by calling 1-888-MYMONEY toll-free.

http://www.choosetosave.org/calculators/ offers numerous calculators for comparing, planning, saving and budgeting for many things from auto loans to federal tax withholding. Choose to Save® is a program of the Employee Benefit Research Institute’s Education and Research Fund.

http://www.aarp.org/work/social-security/info-05-2011/10-steps-to-retire-every-day.html offers retirement planning tips, as well as several articles and resources for those who are age 50 and older. AARP is a non-profit organization that is widely recognized in the retirement community and beyond. AARP’s toll-free nationwide number is 1-888-OUR-AARP.

SSA.gov is the Social Security Administration’s website. You can also find information about Medicare benefits on this site. Check out http://ssa.gov/pgm/medicare.htm for more information.

http://www.dol.gov/ebsa/publications/nearretirement.html offers online interactive retirement planning worksheets that may answer some of your general retirement related questions.

For retirement planning information about your Employees’ Retirement System benefits, please frequently visit our website at http://ers.mncppc.org/home.html.

ERS Facts – LTD at a Glance

Effective August 1, 1982, Disability Retirement Benefits were prospectively discontinued under the ERS in favor of a Commission sponsored Long-Term Disability (LTD) Insurance Plan.

The ERS receives notification that a member has qualified for LTD from the Health & Benefits Office. You may receive free credited service towards your retirement until your Normal Retirement Date. Your eligibility for LTD benefits must be certified each year by the Health & Benefits Office.

Upon reaching eligibility for a Normal Retirement benefit, you will no longer be eligible for free credited service in the ERS.

Should you return to work after your Normal Retirement Date, you would start to accrue additional credited service from the time you returned to work.

Prior to your Normal Retirement Date, your entitlement to free credited service will end once the Health & Benefits Office notifies the ERS that your LTD benefit terminated.

Your accrual of credited service will commence upon your return to work or reinstatement of LTD benefits. ERS Members who want to retire once their LTD eligibility ends must notify the retirement office of their intent to retire as well as the effective date of their retirement.

The retirement office does not initiate the retirement process unless they receive a request from the retiring member. (Note: Notifying the ERS approximately 30 days prior to your intended retirement date, if possible, is strongly suggested.)

September 2012 Retirees

Congratulations to the following members on their retirement effective September 1, 2012: Officer Thomas Bussey, Robert W. Gleeson, Robert E. Wickline and Roy A. Wood.

October BOT Meeting

The next ERS Board of Trustees meeting is scheduled for October 2, 2012, 10 a.m., in the ERS/Merit Board Conference Room. For more information, please contact the Retirement Office at 301-454-1415 or visit the ERS website at http://ers.mncppc.org.

Condolences

The ERS Board of Trustees and staff would like to extend their deepest sympathies to the family and friends of Commission retirees Lael Holland and Elizabeth Kee.

Lael Holland passed away on July 16, 2012. She retired from the Montgomery County Planning Department on October 1, 2005 after more than 33 years of service.

Elizabeth R. Kee, who retired from the Commission on November 1, 1987, passed away on August 27, 2012. She worked for Montgomery County Parks for over 31 years.
**Notes of Thanks**

I would like to thank all my friends and coworkers for all the kind thoughts, words and support after the passing of my father. It certainly has meant a lot to me and my family, thanks again.

**Carl Sears**  
Landscape Supervisor  
Montgomery County Parks

Please extend our thanks to M-NCPPC Staff – in particular to the M&D Division for the wonderful retirement party. AJ was humbled to see so many employees, past and present, in attendance.

There were many memories recalled, wonderful gifts, great food – but the best of all – fantastic friends.

Thank you,

**Dottie and AJ Simons**

The Hill family would like to thank you for the many acts of kindness you displayed following the passing of my son. Perhaps you sent a card, made a phone call or just said a silent prayer; please know that your kindness is appreciated and will be forever remembered. It is truly a blessing to know that so many of you care.

Sincerely,

**Dana Hill**  
NA Recreation Specialist III

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**Josiah Henson Special Park**

In mid-August, archaeologists and scientists from the PBS series Time Team America descended on Josiah Henson Special Park, casting a much-deserved limelight on this important historic site. As cameras rolled, PBS Time Team crew members, Montgomery Parks staff, and dozens of volunteers excavated areas in the park and neighboring properties where Josiah Henson, whose autobiography helped inspire Uncle Tom’s Cabin, was once enslaved. While there, archaeologists found evidence of a buried foundation, an important find that may date back to the late 1700s and early 1800s when Henson worked on the homestead for landowner Isaac Riley.

PBS Time Team America will reveal the results of the archaeological activities when the final show airs in 2013. Josiah Henson Special Park was one of only four sites nationwide selected for the PBS Time Team America Experience. Thanks go out to the many staff across Montgomery Parks that were involved in this time-and labor-intensive project.
cost of the low vision option for the moderate and high vision options. The employee pays the balance.

Effective July 1, 2012, the Cost of Living Adjustment (COLA) on Long Term Disability benefits that are being issued to non-represented Merit System employees will be capped at 2% in years when other Merit System employees do not receive a COLA.

**Retired Employees**

Effective January 1, 2013, the cost share for all health premiums, including medical, prescription, dental and vision will be 20%. The Commission contributes 80% of the cost of the low option for the moderate and high vision options. The retiree pays the balance.

**New Limit for Flexible Spending Account**

One of the changes made as a result of health care reform is the reduction of the maximum annual contribution for flexible spending health care accounts to $2,500, effective 1/1/2013. Remember you must always re-enroll in the flexible spending accounts each and every year, even if your annual election stays the same.

**Things to Consider**

In preparation for open enrollment you should consider the following:
- If you have a child who is currently covered as a young adult (19 to 26 who are not full-time students and not eligible for coverage through any employment), you must complete a new “Employment Certification” form to continue health care coverage into 2013. Coverage is automatically scheduled to end on 12/31/2012.
- Children who turn 19 or lose full-time student status during the year will not have coverage automatically extended as a young adult. You must submit a “Student Certification” or an “Employment Certification” form (whichever is applicable) within 45 days of your child losing regular eligibility status in order to continue coverage.
- Compare your plan choices to that of your spouse’s (if any) to determine which ones better meet your needs.
- Remove any dependents that are no longer eligible for coverage. Too often we see employees paying premiums for dependents who are no longer covered. You must submit an Application for Benefits form to change your level of coverage.
- Make sure your coverage level for each plan matches the number of dependents covered, especially if one of your dependents lost coverage during the past year.
- Review your life insurance needs. You can enroll in the life insurance plan, but must submit proof of good health for review.
- Make arrangements to exhaust the contributions to your 2012 Flexible Spending Accounts (FSA) by March 15, 2013.
- Assess your FSA needs for 2013 and be sure to re-enroll if you want to participate in 2013. Remember that the maximum contribution for the health care account for 2013 is now $2,500.
- Consider enrolling in the Sick Leave Bank.
- Consider enrolling in the Legal Resources Plan.

**Students & Young Adults**

**Fall 2012 Semester**

If your child is currently covered as a full-time student, coverage is scheduled to end on 9/30/2012. In order to continue coverage beyond this date as a full-time student, you must submit proof of student status for the fall semester. Full-time students under the age of 23 are eligible for the medical, prescription, dental and vision plans. To verify full-time student status, you must provide one of the following on school letterhead or with the school logo for each school semester:
- Letter of registration from school which includes the class schedule, or
- Receipt of school payment, or
- School documentation indicating full-time credit hours per trimester, quarter etc.

A completed M-NCPPC Student Certification Form must accompany the above documentation. Coverage will then be extended through 1/31/2013.

**Ongoing Certification**

As a reminder, eligibility must be approved every semester with benefits automatically ending on January 31st if enrolled and approved for the fall semester, and ending September 30th if enrolled and approved for the spring semester. The deadline for submitting verification is January 15th for the spring semester and September 15th for the fall semester. If the Health & Benefits Office does not receive continuing proof of full-time student status, your child's coverage will...
end as indicated above. Please keep in mind that coverage as a full-time student will end sooner than January 31st or September 30th in the following situations:

- Your child changes to part-time status or drops out of school;
- Your child turns age 23;
- Your child graduates.

**Young Adult Coverage**

If benefit coverage ends before you have provided acceptable proof of school enrollment, your child may not be eligible for retroactive coverage from the time you do provide documentation. If your child is no longer a full time student or has reached the age of 23 and therefore no longer eligible as a full-time student, you may request continuing coverage for medical and prescription coverage only as a young adult, by submitting an “Employment Certification” form within 45 days of losing coverage as a full-time student.

**SHPS Is Now ADP**

Earlier this year ADP, a leader in Human Resources and Payroll administration outsourcing, purchased SHPS Human Resources Solutions, the administrator of the Commission’s Flexible Spending Account plan. SHPS HR Solutions is now a part of the ADP family. Please be aware you will begin to see the ADP name on Flexible Spending Account materials in the near future. The customer service phone number, fax number, mailing address and website address will remain the same. If you have any questions, please contact SHPS at 800-678-6684 or the Health & Benefit Office at 301-454-1694.

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**Caremark Formulary Exclusions**

Caremark regularly reviews and makes changes to the Formulary/Preferred Drug List (PDL) to encourage the use of generics and preferred brand products. In 2012, the PDL was modified to exclude coverage of a select number of costly, branded drugs. The drugs that are removed are selected based on their low usage rates and the ready availability of alternative drugs in the same drug class. As drugs are removed and placed on the exclusion list, Caremark will notify members who are using the drug and provide recommendations for alternatives. If you choose to continue to use the excluded drug you will pay 100% of the cost of the drug. You should always check the current PDL on Caremark’s website when your physician prescribes a drug to make sure it is covered, or contact Caremark directly at 800-421-5501.

**Packing Healthy School Lunches**

With school starting up, it’s time to start thinking about what to pack for your child’s lunch each day. Packing lunches with nutritious foods that taste good will not only keep your children energized and attentive throughout the school day, but will help them to establish healthy eating habits.

Instead of the standard sandwich on white bread, bag of chips, and cookies, try mixing some of the following items for a healthy twist to your child’s lunchbox:

- Wraps made with whole wheat tortillas, containing either lean cold cuts or low-fat cream cheese topped with veggie slices. Even the classic peanut butter & jelly is healthier in a wheat wrap.
- Portion-sized cups of unsweetened apple sauce or fruit without added sugar.
- Trail mix made with cereals, nuts, pretzels, dried fruit or raisins, and a few chocolate morsels.
- Low-fat cheese spread on whole wheat crackers.
- Individual serving-sized packages of low fat yogurt, cottage cheese, or yogurt smoothies.
- Baby carrots, celery sticks, or apple slices with dips made from yogurt or low fat sour cream.
- Mini-burritos made with rice and black beans or refried beans in a tortilla with tomato salsa. These can be heated or eaten cold.
- Drinks made from water with a splash of cranberry, peach, grape, or other fruit juice.
- Plain, air-popped popcorn flavored with a sprinkling of Parmesan cheese.
- Low fat cheese cubes and seedless grapes.
- Cold strips of grilled chicken with honey mustard dip.
- Dried cranberries or cherries are a sweet alternative for kids bored with raisins.
- Quesadilla slices made with cheese and chicken or vegetables.

This article was prepared by Business Health Services, our Employee Assistance Program vendor.
**Keeping History Alive**

In FY12, historic Surratt House Museum reached over 2000 school students in Prince George’s County and the surrounding metropolitan area. The story of the Civil War and the assassination of President Lincoln was told on site as well as in classrooms as far away as Carroll and Kent Counties by staff members with the education department at the museum.

During the present fiscal year, the museum intends to top that figure; and staff has already begun working with the social studies department of the public schools to train teachers in what can be offered and how to use PowerPoint presentations and artifacts to bring history to life. The museum also provides an extensive teachers’ guide with lesson plans, pre-visit and post-visit activities.

Education coordinator, **Susan Proctor**, recently presented a two-day workshop with nearly 100 K-6 teachers from our county. In addition to the standard story of the Surratt’s involvement in the conspiracy surrounding the President’s death, teachers were introduced to objects that were standard parts of everyday life during the mid-19th century – from hoop skirts to chamber pots, butter paddles, boot jacks, rug beaters, tobacco plugs, and more. For upper grades (4-8), a mock trial can be presented on the guilt or innocence of Mary Surratt, the first woman to be executed by the federal government.

As a result of this presentation, Ms. Proctor has already booked over 500 students between now and the end of 2012. But, there’s always room for more, as we assist teachers in filling in the blanks of American history in the classroom.

**2012 M-NCPPC Golf Tournament**

The Fall Employees Golf Tournament will be held at Enterprise Golf Course on Wednesday, October 10, 2012.

It will be a 10 am shotgun start with a Team Captain’s Choice format. The cost is $50 per golfer.

SIGN-UP: Monday, October 1, 2012 at 10 am
Enterprise Pro Shop
2802 Enterprise Road
Mitchellville, MD  20721
301-249-2041 (ask for Joe Chase or Joe Thoman concerning tournament info)

The Golf Tournament is open to all full time Commission employees and retirees. This is on a first-come basis for a maximum of 144 golfers.

All sign-up must be at the Enterprise Pro Shop and the fee must be paid at the time of sign-up, by cash or check. No credit cards will be accepted.

Come out and enjoy a fun day out of the office. Hope to see you on the course!

**Glover's Art Featured on Cover of Journal of the National Medical Association**

Congratulations go to **Jeannette Glover**, Program Manager, DHRM, who has a new piece, *Weighing In*, featured on the cover of the Journal of the National Medical Association.


**Living Histroy Guide Lindsey Horn, a staff member at the museum, in a discussion with students in the gardens around Surratt House. Photo courtesy of Surratt House Museum.**
**Wellness Corner**

**Emotional Freedom Technique (EFT) Beginner’s Class Back by Request**

**Prior Participants Welcome**

Learn to release stress and anxiety with an easy to learn technique!

Tuesday, September 25
10 am – 11:30 am
PRA Auditorium
Presented by Susan Pharis

Topics discussed are to help release stress, anxiety, trauma and discomfort in different areas of your life and job performance. Tapping helps calms the primitive brain which tells the body to continually be in fight or flight mode. This raises blood pressure and can produce tension in the body.

Susan Pharis has been teaching the Emotional Freedom Technique for the past six years and is a Reiki Healing Master and teacher since 2000.

Approval with management and sign up through inSite are required.

**Classified Corner**

**Vehicles**


Please contact at rmartinez1321@hotmail.com

**Unique Positions**

**Adult Education Programs Manager** – Closes 10/5/12
$47,535-$81,342
(13791, Grade H)

**Artists & Cultural Heritage Division Chief** – Continuous
$75,036-$128,399
(10138-2012, Grade K)

**Assistant Division Chief** – Closes 9/19/12
$62,658-$109,200
(12680, Grade J)

**Assistant Facility Manager** – Closes 9/20/12
$41,932-$71,750
(12172, Grade G)

**Budget Administrator/Management Analyst** – Continuous
$58,835-$92,300
(13640, Grade I)

**Enterprise Resource Planning (ERP) Applications Manager** – Continuous
$66,560-$114,400
(10000, Grade J-IT)

**Health and Benefits Manager** – Continuous
$62,658-$109,200
(11057, Grade J)

See JOB, page 12
**Horticulturist I** – Closes 10/5/12
$41,932-$71,750
(10554, Grade G)

**IT Support Specialist II** – Continuous
$47,528-$81,120
(12519, 13440, Grade H)

**Lead Park Police Communications Technician** – Continuous
$41,932-$71,750
(11479, Grade G)

**Park/General Maintenance Worker I** – Closes 9/21/12
$26,545-$47,716
(13036, Grade L02)

**Planner Coordinator** – Continuous
$58,835-$92,300
(10527, Grade I)

**Planner Supervisor** – Continuous
$62,658-$109,200
(11095, Grade J)

**Planning Director** – Continuous
Negotiable

**Planning Supervisor** - Continuous
$62,658-$109,200
(14029, 13137, Grade J)

**Policy Development Manager** - Continuous
$62,658-$109,200
(12252, Grade J)

**Recreation/Enterprise Facility Manager I** – 9/20/12
$41,932-$71,750
(10913, Grade G)

**Senior Painter** – Continuous
$37,135-$63,544
(10280, Grade T04)

**Senior Planner/Planner** – Continuous
$47,535-$81,341
(13793, Grade G/H)

**Senior/Budget Analyst** – Continuous
$53,835-$92,300
(11800, Grade H/I)

**Senior Policy Development Specialist** – Continuous
$53,664-$91,520
(11514, Grade I)

**Trades Shop Supervisor II (Plumbing)** – Closes 9/18/12
$53,835-$92,300
(10767, Grade I)

**Seasonal/Intermittent Positions**

**Aquatics Seasonal/Intermittent** – Continuous
Depends on Qualifications
(PG1111S)

**Area Operations Seasonal (2012-2013)** – Closes 3/17/13
Depends on Qualifications
(44444Y)

**Arts Seasonal/Intermittent** – Continuous
Depends on Qualifications
(PG5555S)

**Assistant Swim Coach-PRIDE Swim Team** – Continuous
Depends on Qualifications
(11111SC)

**Historic Rental Seasonal/Intermittent Positions** – Continuous
Depends on Qualifications
(5555HR)

**Inclusion/Therapeutic Recreation/Kid’s Care Year-Round Intermittent Positions** - Continuous
Depends on Qualifications
(22222Y)

**Montgomery County Seasonal Maintenance/Data Entry** (Fall 2011/2012) - Continuous
Depends on Qualifications
(MC222M)

**Montgomery County Seasonal Positions**-Fall 2012 – Continuous
Depends on Qualifications
(MC111FE)

**Natural and Historical Resources Staff Seasonal/Intermittent** – Closes 9/20/12
Depends on Qualifications
(PG10003NH)

**Natural Resources/Nature Facility Seasonal/Intermittent** – Closes 10/07/12
Depends on Qualifications
(PG10002NR)

**Park Maintenance Seasonal/Intermittent Positions-2012** – Continuous
Depends on qualifications
(PG33333)

**Senior Services Intermittent Positions** (Year Round) - Continuous
Depends on Qualifications
(2011SY)

**Sports, Health, and Wellness Division Seasonal/Intermittent Positions** - Continuous
Depends on Qualifications
(77777Y)

**The Show Place Arena/Prince George’s Equestrian Center** (Part-time Positions) -Continuous
Depends on Qualifications
(99999)