



A RECREATION REVIVAL: DIVISION REVITALIZES LAKE COUNTY'S PARKS PROGRAM

With a multitude of parks sprinkled throughout the County, the Lake County Department of Public Works, Parks and Trails Division, is revolutionizing the way each community will view its local recreational area.

The fresh approach to maintaining, building and planning for parks is brought on by Bobby Bonilla, Division Director. Originally from New York City, Bonilla brings a wealth of experience to Lake County. Formerly Construction Project Manager for the New York City Department of Parks & Recreation for 10 years, Bonilla is energetic about the recreational possibilities in Lake County.

Also recently joining Bonilla in Parks and Trails are Dwayne Henry, Landscape Architect, and Tom Eicher, Alternative Transportation Planner. Along with existing maintenance crew members and administrative support staff, the Division is positioning itself to make remarkable differences in the County's public recreational lands.

"The idea is we should be able to beautify a lot of our existing parks without having to contract with an outside consulting firm," Bonilla said. "We have a lot of talent here, why not use that?"

The effort to make an immediate impact in the appearance of Lake County's 26 parks begins with the 12 staff members of the Division. In May, County Commissioners celebrated the grand opening of a 1.5-acre dog park at Lake Idamere Park. Parks and Trails constructed the dog park facility without the expensive aide of a consulting firm.

Adding and diversifying plant material in Lake County's existing parks is another low-cost avenue to aesthetically improving parks.

A landscape architect can also assist with determining which trees and plants need to be kept when the Division is building new recreational features, such as the equestrian trails at the 192-acre Ferndale Preserve. According to Henry, efficient and well maintained landscaping can do a lot to beautifying Lake County's vast resources of park land, open spaces and trails.

"You can't have parks without landscaping," Bonilla said. "Even without playground equipment or a ball field, landscaping can change a park immediately."

Eicher also plays a key role in the Parks and Trails Division's new-found way of business. As the alternative transportation planner, he is responsible for mapping out recreational trails to get the most out of a trail. The winding South Lake Trail, which is due to be completed in October, will connect the 5.5-mile Lake Minneola Scenic Trail/Clermont Trail to the 22-mile West Orange Trail.

"We want scenic trails, not just straight paths that don't take advantage of the surrounding beautiful vistas," he said. "The goal is to make Lake County trails exciting, inviting and challenging, especially for fitness walkers and bicyclists."

The momentum the Division is building is just beginning. In the 2006-2007 fiscal year another new job category will be added to the ranks, park ranger. These rangers will help with patrolling the parks to provide a safer environment for the community to enjoy Lake County's public recreational spaces. In addition, the rangers will provide an educational element by hosting guided tours and nature-themed lectures.

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A RECREATION REVIVAL

"We want Lake County families to have a safe and enjoyable experience at our facilities," Bonilla said. "The rangers will invite County residents to explore all the resources we have here."

With the North Lake Community Park groundbreaking in September and additional projects, such as the East Lake Community Park and PEAR Park, due to come online in the near future, the Division will also soon be adding a construction manager into the fold.

"We are basically rounding off this team a little bit better," Bonilla said. "We are adding all the pieces to complete the puzzle."

LAKE COUNTY HOUSING SPECIALISTS GAIN CERTIFICATION

Three recent hires of the Lake County Department of Community Services, Housing and Community Development Division, earned certification last month as Section 8 Housing Choice Voucher (HCV) Specialists.

Trudy Blackstone, Dawn Smith and Fernando Correa-Santiago earned the certification after taking a weeklong seminar in South Florida. According to Cheryl Thomas, Section 8 Housing Manager, the certification is a combination of understanding three different Department of Housing and Urban Development (HUD) regulations: eligibility, rent calculation and occupancy.

"This is such a significant accomplishment for our Housing Intake Specialist staff," Thomas said. "I believe this is the first time someone has passed such exams on the first try and with such high scores."

The certification will assist Blackstone, Smith and Correa-Santiago with administering federally funded rental assistance to Lake County residents. The three Housing Intake Specialists currently oversee the estimated 485 rental-assistance vouchers in the County. Their routine duties include annual certification of the voucher recipients, interim certifications when changes occur to a voucher recipients qualifications and annual housing inspections, as well as special investigative inspections. In addition, Correa-Santiago provides assistance with Spanish-speaking voucher recipients.

"We all enjoy being in the position to help people out there in the community that are trying to better themselves and their families, and these housing vouchers definitely help," Smith said.



HEALTHY RECIPE DRIVE WINNER PAM KIRCHNER, COMMUNITY SERVICES

CHICKEN WINGS

- 2 ½ lbs. chicken drumettes
- Seasoned salt
- Cajun seasoning

Preheat oven to 350 degrees. Moisten chicken with water. Lightly coat each drumette with seasoned salt and Cajun seasoning to taste. Place chicken on a 9x13 baking sheet pan. Bake 1 hour. Makes 20 wings.



To find this and other tasty and healthy recipes, log on to the wellness pages on the intranet:

http://bccnet.co.lake.fl.us/human_resources/wellness_program/index.asp.

(Look out for other Healthy Recipe Drive winners in future newsletters)

Breast Cancer — EARLY DETECTION

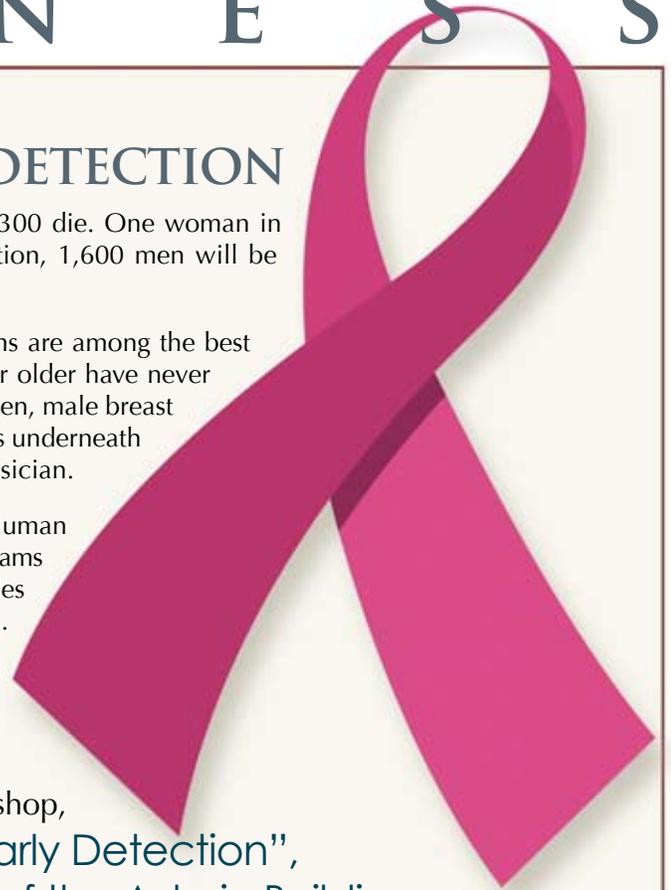
Each year, 182,000 women are diagnosed with breast cancer and 43,300 die. One woman in eight either has or will develop breast cancer in her lifetime. In addition, 1,600 men will be diagnosed with breast cancer and 400 will die this year.

If detected early, the five-year survival rate exceeds 95%. Mammograms are among the best early detection methods, yet 13 million U.S. women 40 years of age or older have never had a mammogram. Since men usually have less breast tissue than women, male breast cancer does not need to grow far to intrude into the skin and the muscles underneath the breast. Men who experience signs of breast cancer should see a physician.

The National Cancer Institute and U.S. Department of Health and Human Services recommend that women in their forties and older have mammograms every one to two years. A complete early detection plan also includes regular clinical breast examinations by a trained medical professional. Monthly breast self-exams are suggested in addition.

*Statistics cited from the National Cancer Institute
and U.S. Department of Health and Human Services.*

To learn more about breast cancer, attend the wellness workshop, **“Breast Cancer: Risk Factors, Prevention, Early Detection”**, Oct. 11, from 12 p.m. – 1 p.m. in room 235 of the Admin Building. Healthy refreshments will be served. This workshop will be presented by Florida Hospital Waterman.



*The information included in this newsletter is no way intended as medical advice
and should not substitute for consulting with a healthcare provider.*

HEALTH & BENEFITS HIGHLIGHTS

Fall 2006

- FRS Workshops coming Oct. 17 — Please refer to the Training & Development calendar section of this newsletter for times and program descriptions.
- Flu Shots now covered — The County's new medical coverage through BlueCross BlueShield of Florida now covers vaccinations, including flu shots.
- Post Employment Health Program (PEHP) — As of August 28, 2006, Nationwide Retirement Solutions will no longer charge employee PEHP accounts with the annual administrative fee.

Wellness + Safety e x p o

The Lake County Employee Wellness & Safety Expo is scheduled for Oct. 19, from 7:30 a.m. to 12:30 p.m., at the Lake County Agricultural Center located at 1951 Woodlea Road, Tavares, FL 32778. This event will offer employees the opportunity to increase their health and safety awareness and motivation through health screenings, demonstrations, activities and information.

WORK TIPS

HOW TO MANAGE YOUR PROFESSIONAL IMAGE

Are you managing your professional image? If you're not, it's likely that someone else is going to, says Harvard Business School Professor Laura Morgan Roberts. According to Roberts, it is only wise to frame up the image that others are inevitably forming of you in the workplace. Most people want to be thought of as being technically competent, owning social skills, having a strong character and being a committed person. She says that research shows that the most valued traits are trustworthiness, humility, caring and capability.

Ways to manage your image:

- Identify the qualities that you want others to associate with you.
- Know what traits about yourself you want to emphasize or minimize.
- Analyze how you are currently perceived.
- Assess whether you are capable of changing your image.
- Balance your image by increasing your credibility and authenticity in the workplace.
- Monitor your behavior.
- Monitor your self-disclosure.
- Prove your worth and legitimacy.

—adapted from an interview of Laura Morgan Roberts, by Mallory Stark, in the Harvard Business School Working Knowledge for business leaders newsletter

AN IMPORTANT FIRE-SAFETY REMINDER

One question every person should ask himself or herself annually is "Have I replaced the batteries in the smoke alarm this year?" If you haven't, write yourself a note right now so it doesn't slip your mind. Buy the batteries and replace them immediately. Don't put the batteries aside to "do it later." As soon as you take the batteries out of the bag from the store, open them and put them into the device. Those batteries, as small as they are, could save your life as well as those of your loved ones.



SAFETY

FIRE PREVENTION WEEK (OCTOBER 8-14)

Fire Prevention Week was established to commemorate the Great Chicago Fire of 1871. The tragic fire killed more than 250 people, left 100,000 homeless, destroyed more than 17,400 structures and burned more than 2,000 acres. The fire began on October 8, but continued into and did most of its damage on October 9, 1871.

The major causes of home fires include heating equipment, electrical appliances, matches, cooking, and smoking. The following information lists some activities that could reduce the possibility of your home becoming a fire statistic.

KITCHEN

- 1 All electrical appliances and tools should have a testing agency label such as UL (Underwriters Laboratories).
- 2 Have appliances repaired if they are not working properly.
- 3 Do not overload electrical outlets.
- 4 Do not store things above the stove.

LIVING OR FAMILY ROOM

- 1 Before you go to bed, check cushions for burning cigarettes. Use large ashtrays.
- 2 Use a metal fireplace screen. Never dispose of fireplace ashes in combustible containers.
- 3 Put lighters and matches where children will not find them.
- 4 Allow air space around the TV and stereo to prevent overheating. If the TV does not work right, it can be a fire danger. Have it checked or repaired.
- 5 Keep portable heaters away from combustibles.

GARAGE AND STORAGE

- 1 Store gasoline and other flammables in tight metal containers.
- 2 Do not use flammable liquids near heat, a pilot light, or while smoking.
- 3 Have heating equipment checked annually.
- 4 Clean up your workbench. Keep flammables away from sparks.
- 5 Sort and remove rubbish. Do not store things near the furnace or heater.

OUTDOORS

- 1 Never use gasoline on a grill fire. Once the fire has started, never use lighter fluid.
- 2 Move your lawnmower away from gasoline fumes before starting. Let the motor cool before refueling it.
- 3 If your roof needs replacing, consider using non-combustible roofing materials.
- 4 Have chimneys cleaned and inspected once a year.

SUPERVISORY/MANAGEMENT

MAYBE YOU NEED TO LEARN HOW TO LET GO

Are you a micromanager?

If you are, you need to stop.

This is not a healthy way to manage people—for yourself or your employees.

Managers need to look at their need to control. If you are trying to get your employees to do things the way you do them, be warned, this is a dangerous mindset for a manager. Instead of vehemently trying to control the process, begin looking ahead to the outcome.

Managers tend to micromanage as a form of quality control. If a manager is always swamped with work and can never seem to let others take a piece of the responsibility pie — then there is a significant problem.

Learning to trust your staff and allowing them to make mistakes is an important step in becoming a mature manager. Good managers help make sure their direct reports keep

the flow of work proceeding. Managers should take a greater interest in the growth of their staff. This infusion of workplace freedom will create a positive environment that encourages employees to work autonomously and productively.

Managers can improve their management skills by letting go of their need to control quality at every step in the process. It's important to remind yourself that you are not the quality control cop. You are a manager, which means you should be empowering your employees to do their jobs and not blocking their ability to do it by second guessing, redoing work and spending long hours in the office.





CALENDAR

The following programs are offered by the Office of Employee Services. Registration is required for all programs. Visit Lake County's online Training Calendar to register and view the most current information and schedule of programs, as this calendar is updated regularly.

REQUIRED TRAINING PROGRAMS:

New Employee Orientation (NEO) — Provides employees with a full day of valuable information pertaining to their employment with Lake County. Topics covered include the County's vision, mission, and values; harassment prevention; employment policies and procedures; legal discussion on ethics and public employment; Sunshine Law and records retention requirements; and employee safety and wellness programs.

DATE	TIME	LOCATION	SPECIAL COMMENTS
October 26	8:30 a.m. – 4:00 p.m.	Lake Tech/ Bragg Center	Information provided during New Hire Processing
November 30 December 28	8:30 a.m. – 4:00 p.m.	Administration Building, Large Training Room 233	Information provided during New Hire Processing

Harassment Prevention Workshop — Provides participants with information and examples of the various forms of harassment, through discussion and group activities. (All BCC employees are required to attend a workshop by December 31, 2006. Employees who have attended New Employee Orientation since June 1, 2004 have already met this requirement.)

DATE	TIME	LOCATION
October 11	1:30 p.m. – 4:00 p.m.	Administration Building, Large Training Room 233
November 2	9:00 a.m. – 11:30 a.m.	Leesburg City Hall
November 14 December 7	9:00 a.m. – 11:30 a.m.	Administration Building, Large Training Room 233

Violence in Today's Workplace — Provides participants with information about workplace violence, by examining possible perpetrator traits, warning signs, and guidelines on dealing with potential or immediate threats. (All BCC employees are required to attend a workshop by December 31, 2007.)

DATE	TIME	LOCATION
October 18	9:00 a.m. – 11:30 a.m.	Administration Building, Large Training Room 233
November 2	9:00 a.m. – 11:30 a.m.	Administration Building, Employee Services Training Room 430
December 6	1:30 p.m. – 4:00 p.m.	Administration Building, Large Training Room 233

Workplace Diversity — The purpose of this program is to heighten organizational awareness and improve the workplace environment, by exploring personal perceptions, value systems, and the importance of communication. (All BCC employees are required to attend a workshop by December 31, 2007.)

DATE	TIME	LOCATION
October 12 November 13	9:00 a.m. – 11:30 a.m.	Administration Building, Large Training Room 233
December 14	1:30 p.m. – 4:00 p.m.	Administration Building, Large Training Room 233

HOW TO REGISTER FOR A PROGRAM:

- **Intranet** — Go to the main page of the intranet, under Quick Links, and click on the Training Calendar and Registration link. The calendar can also be accessed by way of the Employee Services page.
- **Internet** — E-mail the webmaster, nohlinger@co.lake.fl.us or dmerrill@co.lake.fl.us for the link.
- **Those without access to intranet/internet** — please check with your supervisor or other coworkers to see if they have access. If they don't have access, please contact Employee Services at 343-9596 to register.

Programs listed in this publication are reserved for employees of Lake County BCC only.

Employees of other Lake County government entities interested in the content, please contact Employee Services at 343-9596.

HEALTH & BENEFITS PROGRAMS:

General Overview of Deferred Compensation — This program provides employees with information regarding the deferred compensation programs available through payroll deduction. *(This program is scheduled during the lunch hour, so employees are encouraged to bring their lunch with them.)*

ICMA-RC – Ervin Lyczynski, ICMA-RC(800) 708-2416 will be available from 10 – 12 to meet one on one with employees – please contact Ervin directly to set up a time.

November 21	12 p.m. – 1 p.m.	Administration Building, Small Training Room 235
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Florida Retirement System (FRS) Workshop —

OCTOBER 17 — ADMINISTRATION BUILDING, LARGE TRAINING ROOM, 233

9 a.m. - 10 a.m.	10:30 a.m. - 12 p.m.	1 p.m. - 2:30 p.m.	3 p.m. - 4 p.m.
New Employee Retirement Plan Choice - Is designed for new (or current employees) who want to learn about the Florida Retirement System (FRS) Retirement Plans.	Investment Planning for Everyone - This workshop gets beyond the technical and confusing terms to reveal sound basic investment principles, covers the different types of asset classes and how to allocate funds among those asset classes, and helps educate participants in making sound investment decisions.	Estate Planning: Protecting Your Family - Designed to assist participants in understanding the importance of protecting themselves and their family, provides practical steps to planning and resources available, and answers questions on how FRS and Social Security benefits affect survivors.	Using the FRS To Plan For Your Retirement - Provides an overview of the FRS, understanding of the nuts and bolts of planning for retirement, and demonstrates how everyday living expenses and inflation dramatically reduces fixed retirement income.



**Blue Cross
Blue Shield
of Florida**

BlueCross and BlueShield of Florida (BCBS) Representative On-site

A BCBS representative will be available to meet with employees regarding their medical coverage, at the Office of Employee Services from 9:00 a.m. to 1:00 p.m. on the following dates.

October 12 / November 2 and 16 / December 7 and 21

Employees are welcome on a walk-in basis, or employees can schedule an appointment by contacting Amy Teachout at 343-9406 or ateachout@lakecountyfl.gov.

In addition, employees are encouraged to contact BCBS directly at 877-352-2583 for the HMO plan and 800-322-2808 for the PPO plan regarding questions or issues they may have.

NEW HIRES

COMMUNITY SERVICES

Juan Lopez
 Kristina Smith
 Melodi Smith
 Kimberly Grubaugh
 James Joiner
 James Brown
 Craig Wales
 Frank Couch

ECONOMIC GROWTH & REDEVELOPMENT

Dottie Keedy

MEDICAL EXAMINER'S OFFICE

Sharon Friberg

ENVIRONMENTAL SERVICES

Kelcey Buchanan
 Joseph Carrabino
 Linda Monath
 Daryl Smith
 December Souders
 Kenneth Dawson

GROWTH MANAGEMENT

Wayne Bennett
 Barbara Doak
 Felecia Ferris
 Cara Reid
 Brian Sheahan
 Janelle Wood
 Karen Ginsberg

INFORMATION TECHNOLOGY

Thomas Mackner
 Kimberly Schneider

PUBLIC SAFETY

Thomas Carpenter
 Virginia Clemens
 Melissa Welder
 Bonnie Loomis

PUBLIC DEFENDER'S OFFICE

Shanna Collins

TOURISM & BUSINESS RELATIONS

Kathy Riordan
 Kelly Hansen
 Rhoda Apfelbeck

PUBLIC WORKS

Tim Bridgeman
 Omar Coviella
 Benjamin Durrance
 Gary Gernhardt
 Natalie Grothe
 Dwayne Henry
 Louis Irmo
 Troy Mysinger
 Oliver Pluta
 Charles Stanek, Jr.
 Arthur Vasquez
 Samuel Cavanaugh Sr.
 Virginia Moorhead
 Glen Martin

SERVICE AWARDS

FIVE YEARS

Jennifer L. Lowe, *Growth Management*
 Ralph B. Rousseau, *Community Services*
 Thomas J. Schmedes, *Growth Management*
 David M. Sumner, *Public Safety*
 Mary Gillis, *Senior Budget Analyst*
 Jimmy Kirby, *Code Enforcement Officer*
 Susanne Clemens, *Probation Clerk*
 Karen Davis, *Senior Housing Intake Specialist*
 Kenn Eilers, *Plans Examiner II*
 Ken Harley, *Public Transportation Manager*
 Bill Gearing Jr., *Community Enhancement Coordinator*

TEN YEARS

Marjorie J. Boyd, *Public Safety*
 Steve R. Race, *Public Safety*
 Charlene Smith, *Assistant Library Services Director*
 David Hansen, *Public Lands Program Manager*
 Kathy Jo Lawson, *Customer Service Representative*

FIFTEEN YEARS

Donald D. Stewart, *Public Works*

TWENTY YEARS

Linda R. Green, *County Manager*
 Roseann M. Johnson, *Procurement Services*
 Frank Franklin, *Equipment Operator III*

TWENTY-FIVE YEARS

Jim A. Stivender, Jr., *Public Works*

T.E.A.M. AWARD

ENVIRONMENTAL SERVICES

Cathie McGwier, *Laboratory Supervisor*
 Walter Wood, *Senior Hydrogeologist*

PROMOTIONS

EMPLOYEE	TITLE	DEPARTMENT
Fred Martin	Planner	Growth Management
Mike Bowers	Water Resource Director	Environmental Services
Jim Condon	Facilities Maintenance Coordinator	Facilities Development & Management
Charles Cox.	Environmental Programs Supervisor	Environmental Services
Paul Proctor.	Roadway Designer I.	Public Works
Morgan Cates	Assistant Area Maintenance Supervisor	Public Works
Bryan Lawrence.	Mechanic	Public Works
Travis Newman	Equipment Operator II	Public Works

RETIREMENTS

EMPLOYEE	DEPARTMENT/DIVISION	YEARS OF SERVICE
Allan Hewitt Water Resource Director	Environmental Services	13 years/11 months
John E. Kruse Senior Planner.	Growth Management	12 Years
Deann C. Schultz Organizational Dev. Analyst.	Employee Services	16 years/3 months
John Jackson Jr. Extension Agent IV	Agricultural Education Service	38 years

SUPERVISOR OF THE QUARTER – *Second quarter*



Charlene Smith
 Assistant Library Services Director
Community Services

EMPLOYEE OF THE QUARTER – *Second quarter*



Teresa Conant
 Office Associate III
Public Works