

# WCHD Employee Newsletter



## Senior Management

### Employee Satisfaction Survey

Senior Management Staff reviewed the Satisfaction Surveys and would like to communicate a few processes within the state personnel system:

#### Reclassification:

A reclassification occurs when there has been a significant change in the duties and responsibilities assigned to a position. The change may be the result of a re-organization, creation of a new program or service, reassignment of all or some of the duties of another position, or increased/additional duties assigned to the position. Reclassification of a position is not based upon the employee's performance or longevity.

\*\*WCHD personnel office will submit a request for the reclassification to be reviewed. MDH and DBM will make the decision if the position will be granted or denied the reclassification.

#### Salary Guidelines:

The Health Department does not set the salary guidelines. Cola's and Increments are set by the state and implemented at the local level when advised there are funds to do so. There seemed to be some confusion regarding cost of living and step increases, below are the definitions of both.

- "General Increase" means a cost of living increase or other salary increase affecting all classifications in the Standard Salary Plan.

- "Increment" means an annual increase from one step to the next higher step within a salary grade.

#### Promotional Processes:

All positions are recruited for within the health department. When a position becomes vacant it is posted to the DBM website and an all staff email is sent to every employee within the health department. If you are interested in a position/promotion, then the agency would strongly encourage you to apply.

## Upcoming Events

See attached flyers

### Take a Walk Thursdays

Thursdays, 12:30pm

Every Thursday from April-October come talk a 10-minute walk during your lunch on the trail behind WMHC and add some movement to your day! Everyone who joins at least once will receive a WCHD stress ball water bottle. Employees interested in participating should meet by the single picnic table outside the health department at 12:30pm. If the weather is bad, an alternate indoor route will be taken. Participants are encouraged to bring comfortable walking shoes.

### Sugar Savvy Wellness Seminar

Tuesday, August 14th, 10:00-10:30am

2nd floor auditorium. Learn to distinguish sugar myths from sugar facts, tips for choosing foods and beverages with less sugar, and the pros and cons of sugar substitution.

### Desk Exercise Wellness Seminar

Wednesday, August 29th, 10:00-10:30am

2nd floor auditorium. This fun and interactive session to get you moving will leave you revitalized and refreshed.

### Washington Goes Purple / Walk with a Cop

Wednesday, August 31st, 5:30pm

Join us for a walk on the Hagerstown Cultural Trail with a Hagerstown Police Department officer. We will walk to City

If you would like clarification on any personnel processes or have general questions or concerns, please contact Jess in Personnel.

## Employee of the Quarter

### 3rd Quarter 2018

Hannah Person is the Employee of the Quarter for the 3rd quarter of 2018. Hannah is a Coordinator of Special Programs, H.S., I with the Health Planning and Strategic Initiatives Division. She has been employed by the Washington County Health Department since February 2017. Congratulations, Hannah!

Please see the attached flyer.

## Personnel

### Updating Personal Information

As a reminder, employees should not make any changes to their time sheets after Tuesday at 11:59 p.m. If changes are required personnel will need to be contacted. This could present an issue with pay if those changes are made without the proper procedures followed. If you have questions regarding this or time sheet changes, please contact Susie Hoffman or Jess Schoppert.

### New Hires



CSAP - Amy Baker

Park for a candlelight vigil to shine a light on the opioid crisis happening in Washington County.

### Labor Day

**Monday, September 3rd**

The health department will be closed on Monday, September 3rd for Labor Day.

## Community Surveys

### Walking and Walkability Survey

Take the Washington County Walking and Walkability Survey at [tinyurl.com/WashCoWalkingSurvey](http://tinyurl.com/WashCoWalkingSurvey)

The survey is intended to be taken by adults who live in Washington County, Maryland. The survey should take less than 10 minutes to complete and responses are anonymous.

Learn more on the website at [washcohealth.org/walking-and-walkability-survey](http://washcohealth.org/walking-and-walkability-survey)

### Community Health Needs Assessment Survey

Take the Community Health Needs Assessment Survey now! [surveymonkey.com/r/CHNA2019WCMD](http://surveymonkey.com/r/CHNA2019WCMD)

Everyone who lives or works Washington County is encouraged to complete the survey. The survey will take about 10 minutes and is anonymous. Your individual answers will not identify you.

The results of the survey will contribute to the 2019 Community Health Needs Assessment.

Learn more on the website at [washcohealth.org/community-health-needs-assessment-survey](http://washcohealth.org/community-health-needs-assessment-survey)



WIC - Elsie Denson



Nursing, Healthy Families - Gina Grumbine-Hudock

## WCHD Wellness

### Immunizations

In the U.S., vaccines have greatly reduced or eliminated many infectious diseases that once routinely killed or harmed infants, children, and adults. However, the viruses and bacteria that cause these diseases still exist and you can still get these diseases if you aren't vaccinated. Adults need vaccines, too! Your need for immunization doesn't end when you become an adult. Get vaccinated to protect yourself and your loved ones from serious diseases. Regardless of age, we all need immunizations to protect against serious, and sometimes deadly, diseases. Protection from vaccines you received as a child can wear off over time, and more vaccines are now available.

The specific vaccines you need as an adult are determined by your age, job, lifestyle, health conditions, travel destinations, and which vaccines you've had in the past.

## Personnel

### Wellness Seminars

The Health Benefits Wellness Seminars have been scheduled in the 2nd floor auditorium from 10:00 a.m - 10:30 a.m. as follows:

**August 14th - Sugar Savvy:** Learn to distinguish sugar myths from sugar facts, tips for choosing foods and beverages with less sugar, and the pros and cons of sugar substitution.

**August 29th - Desk Exercise:** This fun and interactive session to get you moving will leave you revitalized and refreshed.

**September 11th - Eating on the Run:** Learn how to eat healthy when on the run.

**September 18th - Mindful Meditation:** Learn how to calm the mind through purposeful thought to reduce stress and encourage mental clarity.

**November 13th - Stretch Break:** Take a break to recharge your battery while decreasing the negative impact of sitting.

**If you are interested, RSVP to Shirley Kershner at [Shirley.kershner@maryland.gov](mailto:Shirley.kershner@maryland.gov) or 240-313-3488.**

Throughout your adult life, vaccines are recommended for protection against:

- Seasonal influenza (flu) (for all adults)
- Pertussis (whooping cough) (for all adults who have not previously received the Tdap vaccine and for women during each pregnancy)
- Tetanus and diphtheria (every 10 years following Tdap vaccine)
- Shingles (for adults 50 years and older)
- Pneumococcal disease (for adults 65 years and older and adults younger than 65 who have specific health conditions or who smoke cigarettes)

Learn more at [cdc.gov/vaccines/adults](https://cdc.gov/vaccines/adults)

## Program Profile: Nursing

### HIV/AIDS Case Management

The Nursing Division's HIV services are part of the Communicable Disease Program. Staff includes Registered Nurses, a clerical staff and a non-medical case manager. Case Management helps clients diagnosed with HIV or AIDS maintain their health by assisting clients with resources and services that help them adhere to their Antiretroviral (ART) HIV medication regimen. Clients must meet financial eligibility requirements to participate in the program. Clients are charged for services based on the Maryland "Ability to Pay" Fee schedule.

HIV and AIDS clients that follow their prescribed treatment have more optimal health outcomes. Case Managers assist clients with insurance, medications, access to physicians, substance abuse resources, mental health services, transportation, housing, social services, dental, food/medical nutrition and other resources to maintain their health.

Case Managers also work closely with the Johns Hopkins Moore Clinic providers to coordinate care for clients. The Moore Clinic HIV Specialists provide clinical services at the health department two days per month. The case managers ensure that the clients obtain their laboratory tests and other pre-appointment requirements. The case managers educate the clients on the recommendations and ensure the client is able to obtain their medications and any additional tests.

The goal of the HIV Case Management team is ensuring clients adhere to ART so that they have an

## WCHD Wellness

### Summer Health Challenge

We're halfway through the 2018 Summer Health Challenge! Don't forget to submit your weekly challenge sheets by the following Wednesday in order to be eligible for the weekly giveaway. Each weekly sheet you turn in also counts as a ticket for the raffle at the end of the challenge!

There will be 4 **grand prizes**:

**Overall:** \$75 gift certificate for Washington County Recreation and Fitness programs

**Activity:** Fitbit Flex 2

**Nutrition:** \$75 Martin's gift card

**Wellness:** \$75 Bodyworks Massage Center gift certificate

### Fruit of the Month

On the first Wednesday of every month, check the refrigerator (main building 2nd floor lobby, BHS, WIC kitchens) to find a sample of the Fruit of the Month and try a taste of a fruit you may not have had before. This month, on **August 1st** come try fig!

### Health Bulletins

<https://bit.ly/2NKhMqj>

Please enjoy WELCOA's Health Bulletins in the Healthy People Newsletter, linked above.

Topics featured this month:

- A Closer Look at Risk Factors for Cancer
- The Importance of Building Strong and Healthy Relationships
- Arthritis Can Affect Anyone
- Take Time to Stay in Tune with your Biological Clock

### Wellness Tip

Park further away from the office to get a brisk walk in before and after work.

undetectable HIV viral load, which not only helps the patient, but also makes it less likely that they will spread the disease to others through contact with blood or body fluids.

## HIV Testing

HIV staff also provides HIV Testing at the health department's main building, on Monday through Friday from 8:00am until 4:00pm. There is no appointment necessary and testing is FREE. HIV test results are usually available within 15 minutes. In addition to education on HIV prevention, staff provides free condoms to clients. Staff also provides testing at targeted outreach events. Staff may also test for Syphilis but the results are not immediately available.

People living with HIV may often experience stigma and discrimination because of their HIV status. Fear of stigma and discrimination are the main reason why people are reluctant to get tested, disclose their HIV status and take antiretroviral drugs.

**All health department staff have the ability to reduce the stigma and discrimination associated with HIV by taking steps to confront and reduce these stigmas.**

## Nursing

### U=U

What does this mean? This means that HIV positive individuals that have an undetectable viral load CANNOT transmit HIV, therefore making them untransmittable. As long as HIV positive individuals continue taking their medication and maintain an undetectable viral load, studies have shown that the risk of transmission of HIV to others is little to none.

Decreasing the stigma by educating everyone that people who are Undetectable equal Untransmittable is important. We as health department employees can help decrease the stigma of HIV/AIDS by sharing this information. Please help us educate other people in the community in an effort to end discrimination against HIV/AIDS individuals.

Learn more at [preventionaccess.org](http://preventionaccess.org)

## What's New?

### Washington County Pathfinder



WASHINGTON COUNTY MARYLAND

**PATHFINDER**

Washington County Pathfinder is a website that was developed by the Health Planning and Strategic Initiatives division to promote physical activity. The Pathfinder website includes an interactive map where you can find walking, hiking, biking, and boating opportunities in Washington County. Check it out and share it with others at <https://washcopathfinder.com>



# *Third Quarter 2018 Employee of the Quarter Hannah Person*



***Mary McPherson, Hannah Person, Earl Stoner***

*Earl Stoner, Health Officer, presented the "Employee of the Quarter" award to Hannah Person for the third quarter of 2018. Hannah is a Coordinator of Special Programs, H.S., I with the Health Planning and Strategic Initiatives Division. She has been employed by the Washington County Health Department since February 2017. Mary McPherson, Supervisor, looks on.*

*Congratulations, Hannah!*

## Washington Goes Purple joins Walk with a Cop

**Come ready to:**

1. Learn information about substance use and what to do if you witness an overdose from a Hagerstown Police officer.
2. Learn about the safety in the city of Hagerstown.
3. Learn what you should do to keep yourself safe if you want to take a walk in downtown Hagerstown.
4. Enjoy an evening stroll that supports your community!



**Where:** The walk will start at the corner of West Baltimore and Hood Street on the Hagerstown Cultural Trail. We will walk to City Park for a candlelight vigil to shine a light on the opioid crisis happening in Washington County.

**When:** Friday, August 31, 2018

**Time:** 5:30 PM

**Who:** Bring your friends and family!

**Make sure  
to wear  
PURPLE!**



**Walk with a Cop**

## ABOUT PATHFINDER

Pathfinder is a special project of the Washington County Health Department and is designed to encourage community members and visitors to take advantage of the many hiking, biking, boating, and outdoor activities available in Washington County, Maryland.



## THE OUTDOORS AND YOUR HEALTH

Walking, hiking, biking, and boating are great for your physical health, but did you know that simply being outdoors is good for the brain? Research shows that being outdoors can boost your mood and lowers anxiety and depression.

### FIND LOCAL ACTIVITIES

Hiking

Biking

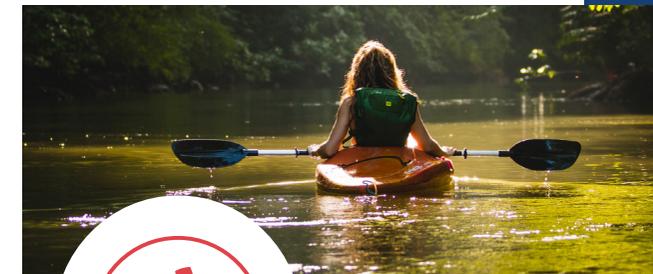
Boating

Exploring

### WELCOME TO

## WASHINGTON COUNTY PATHFINDER

Situated in the Cumberland Valley, bounded by the Appalachian Trail to the east and the C&O Canal to the south, and home to many National, State, and County Parks, Washington County Maryland is a great place to spend time outdoors. We have plenty of public hiking, biking, and just plain having-fun areas! Visit us at the link below and Explore What's Nearby You on our interactive map.



### FUN FACT

There are over 6,000 acres of rivers, lakes, and streams in Washington County.



### FUN FACT

There are more than 30 parks and recreation areas in Washington County.

### FUN FACT

Hagerstown was named by the League of American Bicyclists as a Bicycle Friendly Community.



Washington County Health Department  
1302 Pennsylvania Avenue  
Hagerstown, MD 21742

(240) 313-3200 Voice  
(240) 313-3391 TTY

# TASTE FOR ADVENTURE



[WASHCOPATHFINDER.COM](http://WASHCOPATHFINDER.COM)

This project was supported by Cooperative Agreement Number, NU58DP005487-04, funded by the Centers for Disease Control and Prevention.



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**START YOUR  
JOURNEY**

[WASHCOPATHFINDER.COM](http://WASHCOPATHFINDER.COM)