



In This Issue...

- Project saves server space
- File clean up effort yields results
- New Wellness program for public school retirees
- MPSERS webinar held on Saturday
- CE unveils the Retirement Tool Box
- **business briefs**
- **Sounding Out**
- The spirit of giving
- CSC team adopts family
- **green scene**
- Best of luck Lisa and Larry!
- **Comings & Goings**
- Merry Christmas from an ORS customer!

Calendar

December

Christmas Holiday	24 - 25
Central Perk Cleaning	30
New Year's Eve	31

Project saves server space

A group at ORS recently rose to the challenge of saving server space by archiving rarely used history ("_h") data. Currently _h data is populated in 14 environments (production and test environments) and takes up about 20 percent of the database space for each environment. This is data we don't use for day-to-day work. Active _h tables that are used in screens for review will not be archived in this manner, keeping the data easily accessible to you. There are only six such tables exempt but hundreds of tables that will be archived.

The team included **Mike Bilek, Chantele Geisenhaver, Jimmy Isaac, Hariprasad Janakiraman, Meg Leonard, Thasin Sardar, and Brenda Smith.** Other individuals assisted during the testing and implementation phases of the project.

So how does this affect your day-to-day operation? That's the beauty of it—it doesn't. ORS is saving server space but you still have access to the information you need.



The archival process is very careful to ensure that the data is protected while being archived and is preserved for future audit needs. This project supports the strategic goal of Continuously Renewed Business Driven Technology, through managing and maintaining our data in a proactive way.

A final decision on how frequently the production tables will have the historical data archived has not yet been made. Currently, we are watching the production tables to see how quickly the _h data accumulates. Once determined, the frequency will be set to meet our needs.

File clean up effort yields results

ORS staff began getting rid of unnecessary files in their personal staff folders and their H drives on December 1. As of December 16, we have eliminated 7.5 GB (gigabytes) which includes deletion of 1,310 folders and 40,779 files! Nice work!

Just how much is 7.5 GB?

Well, utilizing the method to describe disk storage in the *IBM Dictionary of*

On the Horizon

- New Year's Day - January 1

Quick Links

- [ORS Member Website](#)
- [ORS Employer Website](#)
- [Knowledge Library](#)

Commonly Used Acronyms

AST	Application Support Team
BLA	Business Leadership Assembly (<i>EPC, BPOs, and BPLs</i>)
BPD	Benefit Plan Design
BPL	Business Process Leader
BPO	Business Process Owner
CE	Customer Education
CSC	Customer Service Center
DB	Defined Benefit
DC	Defined Contribution
DIT	Department of Information Technology
DMB	Department of Management and Budget
EPC	Executive Process Council (<i>Phil, Laurie, Tim, and Anthony</i>)
EPO	Executive Process Owner
ER	Employer Reporting
FLB	Forms, Letters, and Barcode
ORS	Office of Retirement Services
PRIM	Preretirement Information Meeting (<i>public school employees</i>)
PRO	Preretirement Orientation (<i>state employees</i>)
PS	Process Support
SME	Subject Matter

Computing, 7.5GB is approximately the same amount of data that 15 CD-ROMs or 7,500 3.5" floppy disks could hold. Also, 7.5 GB could hold the contents of about 75 yards of books on a shelf.

This phase of the clean up effort of files/folders will end on December 30. Including today, there are only seven business days left. Be sure to consult the following two documents for assistance with the clean up:

- [File Clean Up Guidelines/Steps](#)
- [Retention Schedule](#)

Additional questions can be answered by any member of the Logical Data Management (LDM) team: **Joanne Brown, Robert Glennon, Kim Marton, and David Travis.**

New Wellness program for public school retirees

This summer the Michigan Public School Employees Retirement System Board approved a new program called LivingWell. Staff from ORS and BCBSM teamed up to implement the new program for public school retirees and their dependents to help improve their quality of health and to address costs associated with avoidable care.

LivingWell is a wellness program that gives members tools to work on their health goals and to start a dialog with their primary care physician. Members of the program have access to online tools, a health assessment, a 24-hour Nurse Line, as well as care and case management programs. By actively participating, members will receive lower deductibles and out-of-pocket maximums.



To participate, enrollees are asked to complete a 10-question health assessment. The assessment then provides a summary document that offers simple ideas for change and encourages members to share feedback with their primary care provider.

Medicare eligible retirees were automatically enrolled in LivingWell for 2010 when they completed the health assessment for Medicare Advantage. Non-Medicare retirees were offered the opportunity to enroll through a September mailing to 49,700 retirees. Those members under the age of 18 were automatically enrolled.

To ensure everyone received the opportunity to participate, those who did not respond to the first mailing were sent a second letter in addition to personal follow-up calls. Non-Medicare retirees and their dependents had until December 1 to enroll in the program. Of the 49,700 who received a mailing, 31,475 have elected to participate.

Studies show an active correlation between a person's involvement in their health care and their overall health. When this is coupled with an active dialog with a primary care provider, the member can make changes that improve health, which can result in a higher quality of life and decreased costs for both the member and the retirement system.

Public school webinar held on Saturday

ORS conducted its first Saturday webinar on December 5.

	Expert
T&T	Tools and Technology
UAT	User Acceptance Testing

PURE MICHIGAN™
Your trip begins at michigan.org

Although ORS has conducted over 30 pre-retirement seminars via webinars for public school employees in the last year, this was the first webinar conducted during a weekend. This came after analysis of customer surveys showed that 46 percent of people preferred Saturday morning as the best day to participate in a webinar. The second most popular choice was Tuesday evening.

The webinar was attended by 30 people and ran from 9 to 11 a.m.

The next Saturday webinar for MPSERS participants will be at 9:00 a.m. on February 27, 2010. Customers receive information about how to participate in a webinar one to three days before the event.

CE unveils the Retirement Tool Box

Customer Education is pleased to announce a new product, the [Retirement Tool Box](#). School employers have often asked for assistance and information that they can provide to their employees regarding retirement and retirement planning.

The Retirement Tool Box is a series of new pages for the school employer information website offering school employers tools they can use to assist staff with retirement planning. The Tool Box includes ways to request a seminar, publications, flyers, posters, articles they can use in newsletters and other communications, links to the current online tutorials, and links to other helpful websites.

Our intent is for these pages to become the “go to” for employers looking to provide employees with retirement information starting with recruitment all the way through to retirement.



December 2009 Retirement Times delivered

The most recent issue of the school employer newsletter, [Retirement Times](#), is now available online at www.michigan.gov/psru. *Retirement Times* is issued quarterly and provides news, tips, and updates to school payroll, benefit, and human resource staff.

Retirement Readiness books are here

The December 2009 version of [Retirement Readiness: A Two-Year Countdown \(R0613G\)](#) for state employees is now available. Many updates were made throughout the book, however you may want to note the new language regarding Medicare (page 27), dependent coverage (page 29), and working after you retire (page 35).

DMB letterhead and stationary updated

New DMB letterhead and memo stationary has been created, showing Phyllis Mellon as our acting director. Beginning January 4, be sure to use this stationary for correspondence signed by Phyllis or Rose. An electronic template is available on the [DMB intranet](#); a print version should be in stock by January 4.

LookOut issue reminder

Just a reminder there will be no January 1 *LookOut*. Look for the next issue of the newsletter on January 15.



Sounding Out is a way for ORS staff to share ideas, viewpoints, gripes, praises, and concerns. Email your opinion (300 words or less, if possible!) to ORS-LookOut@michigan.gov.

The gift of Life Part 2: Junior Racer

Last Christmas I wrote a Sounding Out article, ["The gift of Life,"](#) to share my father's experience donating bone marrow to Junior Racer, a six-year-old boy with leukemia. Since I wrote that article we have received updates from the family and The National Marrow Center in Minneapolis, Minnesota.

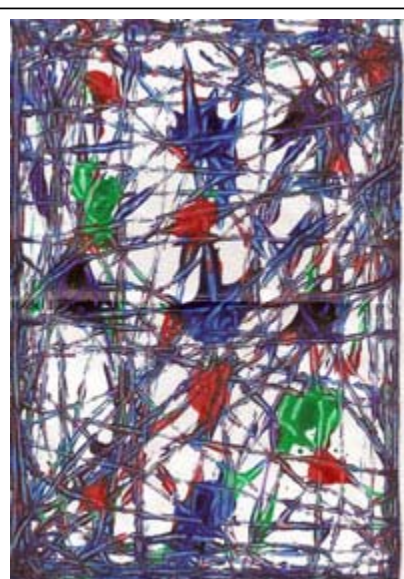


Julie Schafer

Junior's parents recently sent my father a letter thanking him for giving Junior a new chance at life. They said: "Junior Racer is ok given the circumstances. He still needs to train in order to walk again because he is underweight. The most important part is that his bone marrow is ok now."

Junior wrote: "In the summer I am going to school. If I feel better, I can go to kindergarten. First, I need to learn to walk again because my muscles are still weak. I have a wheelchair now and I am moving like a little racer."

Hearing from the bone marrow recipient and his family reminded my family how wonderful the gift of giving can be. Knowing Junior is in good health and plans to attend school in the near future is a great Christmas gift for my family.



While Junior Racer was in the hospital, he painted this for my dad.

The spirit of giving

Giving Tree, Bake Sale, and Silent Auction

ORS has again, overwhelmingly, succeeded in giving generously to those in need. Every tag—about 150!—from the Angel Tree was taken and gifts purchased for children in St. Vincent's Home. EMPAC members delivered the load of gifts to the children on Thursday, December 17.

The bake sale that took place December 10 raised \$57.50 and the silent auction on December 16 produced another \$315.95 in sales. Added to a generous donation by the Armed Forces in CSC, we gave \$373.45 for the children to use for fun activities like dinner and a movie.

Winter Basket Sale and Holiday Party

A dog bed, footstool, lottery tickets, dinner, movie passes,

and cookie sheets are just a few of the items that helped raise \$1,051.00 for the Winter Basket Sale for future EMPAC activities.

Part of the proceeds from the sales was used for the Holiday Party lunch on December 16. Be sure to say thank-you to your EMPAC representative for pulling off a lunch for about 180 people with no cafeteria services or kitchen facilities available in the building!

CSC team adopts family

The CSC Insiders agreed to forgo the exchanging with one another, and instead adopt a needy family from St. Vincent's, a local non-profit dedicated to helping people living in crisis find safety.

Together, they raised \$200 and **Angela Bryan, Alvina Richardson, and Amy Wheeler** went shopping! They bought a number of items from a list provided by St. Vincent's. Gifts ranged from a bargain-priced iPod to clothes and sporting goods.

"With so many struggling families and the state of the economy, we thought we could all come together to make one family's Christmas a little brighter," said Angela. "We adopted three foster children. There are two boys, Sidney, 13, and Marcus, 12, and a girl, Imani, who is 6 years old. We may not all think we have a lot, but there are so many out there right now with so little."

Team members include **Mary Anderson, Eve Baumgart, Angela Bryan, Sharniesa Calhoun, Sean Evans, Jeanne Fox, Zach Harrison, Katelyn Henika, Mary Jane Martinez, Johnny Moore, Fay Norris, Angie Parkhurst, Alvina Richardson, Bobbi Thelen, Nick Thelen, Joyce Weber, and Amy Wheeler.**

According to Angela, the real gift is how everyone came together on behalf of perfect strangers. She believes the generosity united them as a team.

"It gave us a great feeling of thankfulness that we have jobs and the means to be able to do this for other people."



[View more photos of ORS holiday fun now.](#)



The Insider team members kneel by gifts bought for their St. Vincent adopted family.



This party is BYOD (bring your own dishes)!

Remember when going to all your office holiday potlucks to take washable/reusable dishware. It doesn't have to be fancy and it's a great way to show staff in your office that you did think about waste reduction. The plastic and paper dishware that most offices use is cheap and easy but creates a lot of waste.



Best of luck Lisa and Larry!



ORS staff bid farewell to DMB Director Lisa Webb Sharpe and Assistant Attorney General, Larry Byra. Lisa is leaving DMB to become Senior Vice President for Finance and Administration at Lansing Community College and Larry is leaving us to enjoy a retired life. Larry sent ORS a thank you card shortly after his party.



Dear Staff of ORS,

Thank you for the clock, your picture, the gift cards and the party. It has been a pleasure working with each of you. I will always remember my time representing ORS.

Samy

DMB Mission:
Partners in achieving
excellence

ORS Purpose:
We are an innovative
retirement
organization driven to
empower our
customers for a
successful today and
a secure tomorrow.

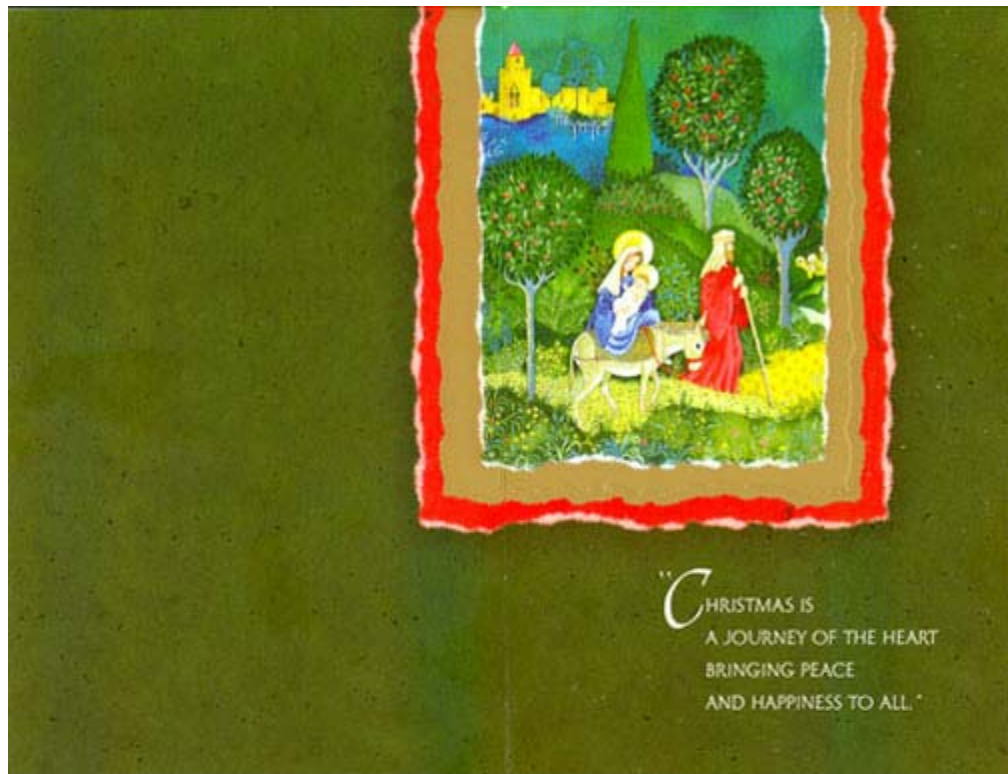
The LookOut is



Staff on the move.

CE wishes the best to **Angela Schrauben** who has been selected to serve as the project lead in ER for the next two years.

Merry Christmas from an ORS customer!



09
TO UNUSUNG HEROES,
MERRY CHRISTMAS
&
A HOLY NEW YEAR.
THANKS FOR
EVERYTHING.


*God be with you
and bless you
at this holy season
and through
the new year.*

published by the
Office of Retirement
Services,
Department of Management
and Budget, State of
Michigan

Director:
Phil Stoddard
Edited by Customer
Education

Thanks for reading!!



WINDSOR, ONT.
CANADA

***The LookOut staff would also like to wish
our readers a very happy holiday season!***

Note: Because some of the links in this newsletter point to network resources,
some of the links may not work if you are reading this outside of the organization.