

## SAIC-Frederick Communication Plan: 2013 Is the Year of Implementation

By Ken Michaels, Staff Writer, and Andi Gnuschke, Contributing Writer

Begun almost three years ago and revised three times since, SAIC-Frederick's Communication Plan is ready to be implemented in 2013.

The current version of the plan is now on Insite at <http://ncifrederick.nci.nih.gov/insite/SitePages/Home.aspx>, under the

- “Manager as Communicator” and “The R.O.A.D. to Personal Accountability” trainings
- Informal gatherings hosted by members of executive leadership (some Key Staff members have initiated regular gatherings with all employees within their group)
- Regular e-mail communications regarding training requirements



### SAIC-Frederick Communication Plan

The Communication Plan has been recently revised and is poised for company-wide implementation in 2013.

“Company Information” drop-down menu (click on “SAIC-F Communication Plan”). The plan addresses key aspects of a comprehensive plan for effective communication across the company, including:

- Transparency
- Responsibilities of managers
- Responsibilities of employees
- Reaching employees at offsite locations
- Communicating with our customer
- Communicating with SAIC Corporate
- Communicating with the general public
- Communicating matters of urgency
- Protecting the company brand

Several action items have occurred while the plan was in development:

- Town-hall-style meetings hosted by Chief Executive Officer (CEO) Dave Heimbrook, Ph.D. (two held for all employees and one held specifically for managers/supervisors)

- Establishing the SAIC-Frederick intranet (Insite), which includes a blog from the CEO

“Good communication can help solve almost any problem, and poor communication creates problems where they do not really exist,” Heimbrook said. “This is true in our personal lives, and it is certainly true in our complex work environment.”

In addition, coordinating internal communications has now been assigned to Andi Gnuschke in the Quality Management Office (see sidebar, page 3). Having an individual designated to manage certain aspects of internal communication was, in fact, one of two key matters the original plan addressed. The other key matter was establishing an intranet. Now both of these objectives have been accomplished.

*continued on page 3*

### Highlights

CGR part of landmark lung cancer study ..... 2



New Publication System takes the pain out of compiling published materials ..... 4



Electronic pay stub system to save nearly \$10,000 per year ..... 8



Accountability training available to all employees ..... 11



How an effective story can make your points “stick” with your audience ..... 14



Double Our Reach donations highest yet ..... 16



# Study Links Genomic Variations to Lung Cancer in Never-Smoking Asian Women

By Ashley DeVine, Staff Writer

An international team of researchers, including scientists from the Cancer Genomics Research Laboratory (CGR; formerly the Core Genotyping Facility), has discovered three genetic regions that increase the susceptibility to lung cancer among Asian women who have never smoked.

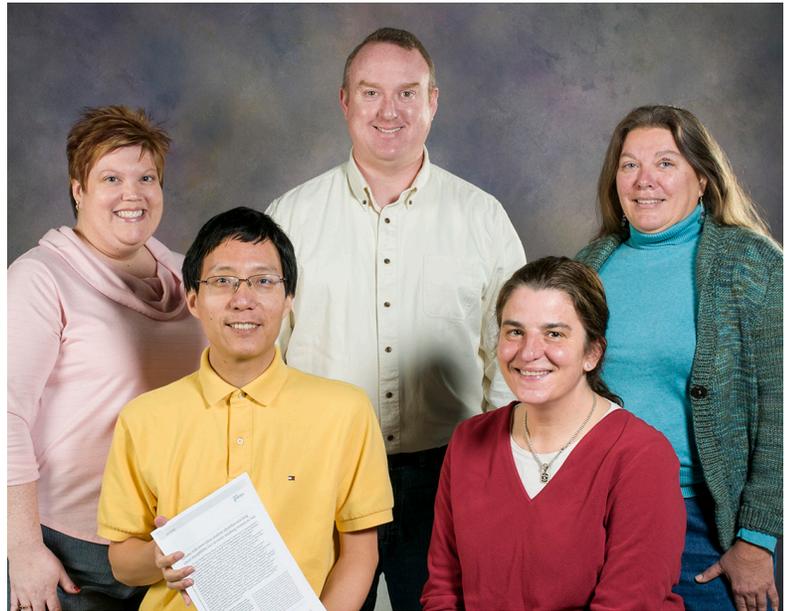
Lung cancer in individuals who have never smoked is the seventh leading cause of cancer death in the world, and epidemiological studies have shown a particularly high incidence in Asian women, according to the paper that the team published on November 11 in *Nature Genetics* (Lan Q, et al. Genome-wide association analysis identifies new lung cancer susceptibility loci in never-smoking women in Asia).

## One of the Largest GWAS to Date

The team of researchers formed the Female Lung Cancer Consortium in Asia (FLCCA) to conduct one of the largest genome-wide association studies (GWAS) to date in females who have never smoked.

“Our research suggests that the etiology of lung cancer in never smokers in Asia may have unique genetic characteristics that distinguish it from lung cancer in smokers,” said Zhaoming Wang, bioinformatics manager, CGR, and one of the lead authors on the paper. “This is consistent with the distinct pattern of environmental risk factors that have been causally linked to lung cancer in never-smoking females in Asia.”

Environmental factors that have been attributed to lung cancer in never-smoking Asian women include tobacco smoke, combustion products from indoor heating and cooking fuel, and cooking oil fumes; however, these causes did not account



Researchers from the Cancer Genomics Research Laboratory were part of an international team that identified three genomic variations that predispose never-smoking Asian women to lung cancer. From left: Amy Hutchinson, Zhaoming Wang, Jeffrey Yuenger, Meredith Yeager, and Laurie Burdett. Wang was one of the lead authors on the published study.

for the majority of these lung cancer cases, according to the study.

The GWAS combined data from 14 studies consisting of approximately 14,000 Asian women (6,600 with lung cancer and 7,500 without). The study samples came from mainland China, Hong Kong, South Korea, Japan, Singapore, and Taiwan.

The results showed variations at three locations in the genome: two on chromosome 6 and one on chromosome 10. The variations on chromosome 10 were noteworthy because they had not been found in any other GWAS of lung cancer in white or Asian populations, though many GWAS have been conducted to date. “This observation provides important clues to the genetic contribution to lung cancer, particularly in never-smokers,” Wang said.

## CGR’s Role in the Landmark Study

Other CGR researchers who contributed to the study included Meredith Yeager, Ph.D., senior principal scientist and scientific director of CGR; Laurie Burdett, Ph.D., senior scientist;

Jeffrey Yuenger, project manager; Amy Hutchinson, director of operations; and Kevin Jacobs, a former employee. CGR conducts genomics research in support of the Division of Cancer Epidemiology and Genetics (DCEG) and, for the last seven years, has supported GWAS studies for DCEG investigators.



Illumina BeadChip arrays, which are used during genome-wide association studies, enable researchers to investigate common genetic variants distributed across the human genome. The arrays are placed into a hybridization chamber (above) and incubated overnight at a constant temperature, while rocking back and forth, enabling the DNA to anneal to the beads on the array. Right: Arrays are prepared for primer extension and staining. Photos courtesy of Daniel Sone.



*continued on page 3*

## Core Genotyping Facility Is Now the Cancer Genomics Research Laboratory

Formerly known as the Core Genotyping Facility, the Cancer Genomics Research Laboratory (CGR) officially announced its new name in the beginning of fiscal year 2013. The laboratory works with epidemiologists, biostatisticians, and basic research scientists in the Division of Cancer Epidemiology and Genetics (DCEG) to participate in high-quality molecular epidemiology studies of cancers.

“The name change has not affected the scope of our work or the way we work; it merely better reflects the type of work that we do,” said Meredith Yeager, Ph.D., scientific director of CGR.

The laboratory was formed in late 2001, starting with a few employees and growing into the group of approximately 50 that it has today.

*continued from page 2*

CGR’s major role in the study was genotyping samples from the GWAS; the group also harmonized five additional genotype data sets from different centers, conducted data quality control, and led and performed the primary association analyses, Yeager said.

As a lead author on the article, Wang worked closely with DCEG principal investigators, served as the primary data analyst, and designed and conducted all essential statistical analyses for the journal article.

Wang said that future work on the newly identified gene variations will include fine mapping of the new regions using imputation and sequencing.

“In parallel, we can discover more novel regions associated with lung cancer by performing large-scale meta-analysis via collaborations,” he said. “Functional work is warranted to identify the variants that directly account for the underlying association, as well as to study how the genetic variants interact with established environmental risk factors in never-smoking females in Asia.” ❖

*continued from page 1*

Insite is thriving and will continue to serve as an effective communication method. It satisfies the problem area that was cited repeatedly by employees taking the “Manager as Communicator” training: the lack of one place to go for current, authoritative information.

## Communication Calendar for 2013

The SAIC-Frederick Key Staff have signed up for more town-hall-style meetings throughout 2013. Each of the directorate heads has signed up to host at least one informal gathering for all employees within their directorate. The specific communication events are being compiled into a Communications Calendar, which will be added to Insite in the near future.

## Take Action!

As noted in the plan, communication is not a one-way street. Although many of the actions to date may be characterized as “top-down” communication, “bottom-up” communication is also required to support the Communication Plan. So, take action! Talk to your supervisor, attend a town hall meeting, provide feedback on Insite, or send a message to Heimbrook at [TalkToDave@mail.nih.gov](mailto:TalkToDave@mail.nih.gov).

Improving communication company-wide is everyone’s responsibility. ❖

## Feedback Wanted: Insite

By Ken Michaels, Staff Writer

Coordinating internal communications means that Andi Gnuschke also serves as Insite’s “webmaster.” Although some of the site content is managed by specific functional areas, she is responsible for keeping the content current and managing a constant flow of new information to post.

Insite has been up and running for about four months, and although many are visiting the site, very little feedback has been received. “We want to know what people think of Insite,” Gnuschke said.

For example, she would like to find out:

What do you find most useful about Insite?

Do you have a news story to share on Insite?

How can Insite be improved to better meet your needs?

Gnuschke reviews feedback provided on Insite under the “Speak Up” section, but you can also contact her directly at [gnuschkea@mail.nih.gov](mailto:gnuschkea@mail.nih.gov) or 301-846-6952.



Andi Gnuschke

## New System Created by ABCC Group Simplifies Publication Reporting

By Andi Gnuschke, Contributing Writer

What started as a request from the Basic Science Program (BSP) years ago has grown into something useful for all directorates that submit materials for publication.

The Scientific Web Programming Group (SWPG) of the Advanced Biomedical Computing Center (ABCC), Information Systems Program (ISP), created a Publications System for tracking and storing all publications (manuscripts, books, chapters, editorials, abstracts, and reviews). The system was made available to all directorates in December 2012.

SWPG is made up of IT Manager Michael Loss and web developers Nate Starner and Goran Halusa. “We are really excited about rolling out this web application to all SAIC-Frederick directorates,” Loss said.

### BSP Paved the Way

In 2010, BSP began looking for a tool to replace its aging FoxPro database that tracked and housed BSP publications. Since that time, BSP has worked closely with SWPG to shape the Publications System into what it is today: a user-friendly tool for tracking, storing, and reporting publications.

“BSP was reaping so many benefits from the system, such as quick, customized reporting and clear, user-friendly data entry, that I wanted to work with SWPG to help make the system a company-wide resource,” said Tammy Eyler, senior program coordinator, BSP.

### A System to Streamline Publication Reporting

The SAIC-Frederick Annual Report and Contract Performance Status Report (CPSR) include lists of publications authored by SAIC-Frederick employees. Historically, those individuals responsible for compiling these lists would commiserate with one another over what they described as a grueling process for collecting and reporting this information. “Prior to using the Publications System, it took weeks for me to compile and format the list of BSP publications for the CPSR and Annual Report,” Eyler said.

SWPG met with the Communications Subcommittee and then the Operations and Technical Support Management Committee to demonstrate the capabilities of the system. Both committees were impressed by the system. Bill Kopp, associate director, Applied and Developmental Research Directorate (ADRD), and a member of both committees, found the Publications System “easy to use” and believes “it will be an excellent tool for programs to maintain updated bibliography

be created, I was sold right away on the system,” says Tricia Barr, program manager in ADRD. Shortly after the two committees reviewed the capabilities of the Publications System, Chief Executive Officer Dave Heimbrook, Ph.D., and the Leadership Team were shown the system, and they quickly approved it for company-wide use.

All directorates that publish are using the Publications System, available at <http://publications.abcc.ncifcrf.gov/apps/authenticate/login>. The system allows authors to enter their own publications or administrative staff to enter data on behalf of the authors.



The Scientific Web Programming Group of the Advanced Biomedical Computing Center, Information Systems Program, worked closely with Tammy Eyler in the Basic Science Program to develop the Publications System for tracking and storing publications. In the background is the “Create Publication” page, where authors or administrators manage the details of a particular publication. Pictured, from left: Nate Starner, Eyler, Michael Loss, and Goran Halusa.

information for their staff and for use in contract-mandated reporting.”

It wasn't until those responsible for reporting publications saw the system in action that its impact was fully recognized. Not only does the system contain data for each publication, but the reporting function also allows users to specify the publication formats for the Annual Report and CPSR with the click of a mouse button.

“When I saw how easily the list of publications for my directorate could

To find out more about the system, contact Nate Starner at [nathan.starner@nih.gov](mailto:nathan.starner@nih.gov). To learn how the system is working within your directorate, contact your directorate's lead administrative person. ❖

## AML Contributes to Progress in HIV/AIDS Treatment

By Debra Long Priel, Contributing Writer

The outlook for people with HIV/AIDS has been steadily improving since the disease first surfaced in the 1980s. This improvement may be attributable to many factors, not the least of which is the development of more effective treatment strategies for people living with the disease.

The AIDS Monitoring Laboratory (AML) of the Frederick National Laboratory for Cancer Research (FNL) focuses on the evaluation of treatments for HIV/AIDS. This work is performed in support of the Division of Clinical Research, National Institute of Allergy and Infectious Diseases (NIAID; Anthony S. Fauci, M.D., and H. Clifford Lane, M.D.), and the HIV and AIDS Malignancy Branch, Center for Cancer Research, NCI (Robert Yarchoan, M.D., and Hiroaki Mitsuya, M.D., Ph.D.).

The AML is a CLIA-certified laboratory (see *News & Views*, November 2012, page 9) under the direction of Michael Baseler, Ph.D., and headed by Randy Stevens. The lab supports studies of the human immune system using flow cytometry, hematologic methods, enzyme-linked immunosorbent assay (ELISA) technology, and other immunologic techniques. Its primary mission is to perform sequential studies of immune function in patients with HIV while they are being treated with a variety of antiviral and immunomodulatory agents that affect the immune system.

These studies help researchers determine not only how effective the agents are, but also their mode of action, or how they work inside the body. The findings also help determine optimal therapeutic strategies that may lead to restored immune function.

The effects of this research are being felt worldwide, according to Stevens. “The prognosis for individuals with HIV/AIDS has improved tremendously over the past 25 years. In the 1980s and early 1990s, patients generally did not survive long after developing the disease,” he noted. “Although there is



The staff of the AIDS Monitoring Laboratory focuses on the evaluation of treatment strategies for HIV/AIDS in support of NIAID and CCR. Left to right, front row: M. Baseler, R. Stevens; second row: C. Watkins, J. Rupert, M. Stottlemeyer; third row: P. Barr, D. DeBaker, K. Fulmer, K. Cook; fourth row: C. Yeager, S. Gupta, V. Simpson, M. Cole; fifth row: J. Adelsberger, J. Higgins, V. Hill; sixth row: A. Rupert, C. Hilldrup, X. Brown; seventh row: C. Jacobs, K. Bova-Airhart; eighth row: A. Watson, T. Paul.

presently no cure for HIV, because of the development of powerful combinations of anti-HIV drugs in the mid-1990s, HIV/AIDS has become a chronic, rather than acutely fatal, disease in many areas of the world.”

### Working with Patients in Clinical Trials

The AML conducts laboratory testing of blood samples from HIV/AIDS patients enrolled in clinical trials at NIH to assess the efficacy of drugs. In the early days of the disease, AML researchers monitored and evaluated the immune responses among patients on protocols for AZT, which was then the drug of choice for HIV/AIDS patients. Today, with assistance from AML’s testing, other drug therapies have been developed, including highly active antiretroviral therapy, consisting of three or more different antiviral drugs.

Seeing approximately 55 patients per week, or nearly 3,000 patients per year, the AML isolates blood components, including peripheral blood mononuclear cells, serum, and plasma. The laboratory

uses flow cytometry and ELISA to test these samples for various immune system markers that are affected by HIV. Cerebral spinal fluid and tissue biopsies are also collected and archived for future studies.

### Maintaining Centralized Specimen Collections

The AML also serves as a repository for biospecimens collected from several large, international HIV clinical trials conducted by NIAID’s International Network for Strategic Initiatives in Global HIV Trials (INSIGHT) group. According to Shawn Brown, who coordinates the receipt and inventory of these specimens, “Biorepositories for large, international clinical trials and observational studies include diverse demographics and disease progression. The centralization of these stored specimen collections serves as an essential resource for both study-related testing and new research concepts.”

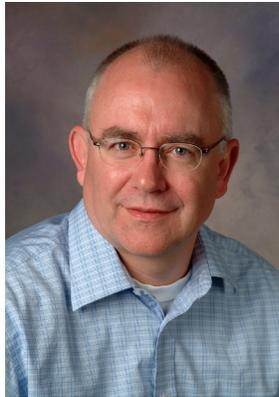
*continued on page 14*

## Nissley Appointed Head of Advanced Technology Program

By Nancy Parrish, Staff Writer

In October 2012, Atsuo Kuki, Ph.D., chief technology officer and director, Information Systems Program, announced his appointment of Dwight Nissley, Ph.D., as director of the Advanced Technology Program (ATP).

Previously the associate director of the Basic Science Program (BSP), Nissley had also been serving as interim



Dwight Nissley

director of ATP since mid-2011. While interim director, Nissley helped organize the scientific leadership within ATP,

planned and coordinated the move to the Advanced Technology Research Facility, and brought many aspects of the ATP effort into greater coherence, cohesiveness, and now physical co-location, Kuki said in his e-mail announcement.

Nissley joined the Basic Research Program (BRP) in 2001, and three years later became its scientific program manager, using his background in experimental, hypothesis-driven biological research to oversee and manage basic research efforts carried out

in support of the NCI Center for Cancer Research. In 2008, he initiated the reorganization of BRP into the current Basic Science Program and became BSP's associate director, managing the day-to-day operational and scientific efforts of this broad-ranging research program.

As director of ATP, Nissley will oversee the scientific direction and operations of 10 ATP laboratories as well as the offices of business development and technology development.

In his announcement, Kuki noted that Nissley is "a superb leader who is eminently capable of stepping up to lead the ATP into the bold new era of the Frederick National Laboratory."

Nissley may be reached at [nissleyd@mail.nih.gov](mailto:nissleyd@mail.nih.gov). ❖

## SooYoung Lee Brings More than 20 Years of Biopharmaceutical Experience to VCMP

By Debbie Burgan, Contributing Writer, and Ashley DeVine, Staff Writer

One of the main reasons SooYoung Lee, Ph.D., wanted to work at SAIC-Frederick was his belief that vaccines are a cost-effective way to prevent disease.

"The best part of coming to work is knowing that I am contributing to the development of new vaccines by applying recent advances in the biomanufacturing process," said Lee, who became the new director of manufacturing in the Vaccine Clinical Materials Program (VCMP) on April 9, 2012.

Lee oversees the planning, execution, and review of manufacturing activities, in compliance with Good Manufacturing Practices (GMP), for producing vaccine candidates for human clinical trials at the Vaccine Pilot Plant (VPP).

### A Typical Day in Manufacturing at VPP

A typical day may include working with scientists from the Vaccine Production Program Laboratory (VPPL), Vaccine Research Center, at the National Institute of Allergy and Infectious Diseases, on technology transfer of a process between the two groups. Lee also works with VPP manufacturing staff to manage daily manufacturing operations, and he works with other departments within VPP, such as quality assurance, quality control, and facility, to coordinate activities required to comply with GMP guidelines.



SooYoung Lee stands by a 15-liter-scale bioreactor that is used to grow CHO cells at the Vaccine Pilot Plant.

One example of technology transfer of a process between VPPL and VPP is the development and large-scale production of VRC01, an anti-HIV monoclonal antibody (mAb). VPPL is developing a process to produce mAbs using CHO cells, Lee said.

CHO cells are grown to high-cell density to produce mAbs in a bioreactor. At the end of fermentation, CHO cells are removed from the harvest, which contains low concentrations of mAbs. The mAbs are purified and concentrated through a series of unit operations, including affinity and membrane chromatography, viral inactivation, and concentration processes, to produce bulk vaccines.

"The process is transferred to VPP to be scaled up to the larger-scale bioreactors, and purification equipment necessary to produce enough bulk vaccine for Phase I clinical trials," Lee said.

VPP scientists, who are trained in GMP manufacturing, make sure raw material handling, equipment, and the facility, which provides clean-room environments and proper product segregation to prevent cross-contamination, comply

with GMP regulations. Appropriate documentation must be prepared to record all manufacturing activities, including in-process and quality control samples taken, before GMP manufacturing is executed, Lee said.

### Cornell Graduate

Lee received his Ph.D. in biochemical engineering from Cornell University. He worked for more than 20 years in process development and GMP manufacturing of biopharmaceuticals and vaccines in industry.

Lee said he enjoys the technical challenges of working with living cells to manufacture biologics. When he is not at work, he spends time participating in church activities and playing golf. ❖

## Interactive Tours of ATP Labs Encourage New Interactions

By Kathy Miller, Contributing Writer, and Andy Stephen, Guest Writer

The co-location of the Advanced Technology Program (ATP) laboratories in the Advanced Technology Research Facility (ATRF) has provided the opportunity for ATP staff to interact more closely as a program.

Atsuo Kuki, Ph.D., chief technology officer, envisions that the ATRF will develop a culture of innovation, with ATP playing a leading role.

“There is a huge breadth of knowledge contained within the ATP, but we need to start the next job of sharing our expertise with our colleagues, and populating the halls, atriums, and every nook of the ATRF with a new vibrancy and spirit of partnership and cross-disciplinary innovation,” Kuki said.

With the support of Dwight Nissley, Ph.D., director of ATP, Andy Stephen, Ph.D., acting director of the Protein



**Xiaolin Wu explains various quantitative gene expression platforms available at the Laboratory of Molecular Technology.** Photos courtesy of Kathy Miller.

Roberts, PEL; Josip Blonder, Ph.D., Laboratory of Proteomics and Analytical Technologies (LPAT); Matt Hansen, Nanotechnology Characterization Laboratory (NCL); Kris Pike, Laboratory of Molecular Technology (LMT); and

to allow staff to learn more about the expertise in the various programs.

The protein labs located in C-wing (Antibody Characterization Laboratory, PCL, PEL, and LPAT) were visited by ATP colleagues on October 4. Tours of LMT and the Sequencing Facility took place on November 8. More than 80 ATP staff members attended each event, and they had the opportunity to learn about the science and technology and to meet the subject matter experts from the protein labs. Both tours were followed by a pizza lunch.

A tour of NCL was planned for early 2013. Additional events and activities may include scientific discussion groups and seminars.

As these events mature, it is expected that they will expand to include all the occupants of the ATRF.

“I am hugely appreciative of all the years of effort and teamwork it took to build the ATRF. Now, as the denizens of this brand new research facility, it is time for us to do our part in bringing this all to life,” Kuki said.

If anyone is interested in contributing their time/talent to this effort, please contact Andy Stephen or Jim Hartley. ❖



**Castle Raley presents a poster that describes the key principles underlying the Pacific Biosciences Single-Molecule Real Time (SMRT) sequencing technology, available at the Sequencing Facility.**

Chemistry Laboratory (PCL), and Jim Hartley, Ph.D., Protein Expression Laboratory (PEL), were tasked with developing a plan to improve interactions between ATP staff. Stephen and Hartley assembled a team from the ATP directorate: Leslie Garvey, PEL; Ronnie

Jen Troyer, Ph.D., LMT. The team is joined by Tammy Eyler from the Basic Science Program. The team’s mission is to brainstorm ideas on enhancing cross-laboratory discussions. They focused their immediate attention on hosting tours of the various ATP laboratories

*Andy Stephen, Ph.D., is acting director of the Protein Chemistry Laboratory, Advanced Technology Program.*

## Testing of New Business Systems to Begin in 2013

By Dan Fox, Guest Writer

The Integrated Project Team that is working on ways to improve business processes through Enterprise Resource Planning, or ERP, expects to test some basic business processes in the new environment early in 2013. These processes include daily functions such as purchasing items and paying for services.

The objectives of the ERP Project are to replace the current core financial system, SmartStream; consolidate several smaller business systems; and add modules related to travel and expenses, and budgeting and forecasting, which will improve overall business processes (see *News & Views*, April 2012, page 7). Progress on the ERP Project has been made in a number of areas, including:



Dan Fox

**Vendor and software selection.** A selection team of subject matter experts reviewed four proposals for software and implementation services for the ERP

Project. The team selected Preferred Systems Solutions to perform the software implementation and Deltek as the software solution that will replace the core financial system, SmartStream. Additional modules will be used to perform business functions such as reporting, budgeting, and document management. More information will be provided about these modules in future updates.

**ERP Project public website.** The ERP website has been developed to provide basic project information and updates on progress. The website can be accessed at: <http://ncifrederick.cancer.gov/staff/erp/>

**Design and testing.** Design and testing of the system is under way. Teams

are in place, subject matter experts are identified, and initial requirements have been specified. Business systems and processes that will be incorporated into the new system have been identified, and the design of the system is in progress.

Testing of the system will be a continual, iterative process, starting with a test of the initial design, followed by identifying changes needed to the design, incorporating the changes, and subsequent testing of the revised design. This process will be repeated throughout 2013 and will be completed by the summer of 2014, when the new system is expected to be rolled out.

If you have any questions or comments about the ERP Project, please e-mail [FNLERP@mail.nih.gov](mailto:FNLERP@mail.nih.gov). ❖

*Dan Fox is an analyst/project manager, Information Systems Program.*

## New Pay Stub System Saves Nearly \$10,000 Yearly

By Nancy Parrish, Staff Writer

The electronic pay stub system, installed late last year by the Financial Management Group (FMG) and the Payroll Department, is estimated to save a substantial amount of money in processing SAIC-Frederick's bi-weekly payroll.

"When labor, postage, and supplies are considered, the estimated savings from online pay stubs is almost \$10,000 per year," said Benjamin Miner, supervisor, Payroll Department. "Other benefits include reduced paper consumption, increased security of personal information, and the ability to distribute pay stubs during a weather event or other emergency."

Once you register, the new system allows you to access your pay stub from anywhere in the world, 24 hours a day, 7 days a week. You can also elect to receive notifications by e-mail or text message when your stub is ready to view.

# NATPAY

National Payment Corporation, a leader in online document delivery, provides the electronic pay stub service to SAIC-Frederick.

### No Computer? No Problem.

To assist employees who may wish to retain a hard copy of their pay stubs but don't have ready access to a computer, the Payroll Department has had surplus printers installed at timesheet kiosks, so employees may print out their pay stubs, Miner said. Some groups have purchased their own printers, he added.

The transition from paper to online pay stubs represents an important initiative in furthering FMG's mission to provide quality financial support, Miner said.

If you have not already registered to view your pay stub, please do so at <http://www.doculivery.com/saicfred>. For questions, you may contact the Payroll Department at 301-846-1139. ❖

## Protective Services and OHS Work Together to Provide First Aid to FNL Employees

By Ashley DeVine, Staff Writer

Starting in December 2012, all first aid–certified Protective Services officers began responding to any calls requiring first aid or first aid supplies at the Frederick National Laboratory for Cancer Research (FNL) main campus, the Advanced Technology Research Facility (ATRF), and the Vaccine Pilot Plant (VPP).

“First aid is defined as emergency care provided for injury or sudden illness before emergency treatment is available,” according to the first aid decision paper that Occupational Health Services (OHS) wrote, making recommendations for changes to first aid administration at FNL.

Occupational Safety and Health Administration (OSHA) standards require employers to have one or more individuals trained to provide first aid for worksites that are not in “near proximity” to an infirmary, clinic, or hospital, according to 29CFR 1901.151(b). First aid supplies should also be readily available.

OSHA interprets “near proximity” to mean that emergency care must be available within three to four minutes from the workplace, an interpretation that has been upheld by the Occupational Safety and Health Review Commission and by federal courts, according to the decision paper.

OHS reviewed OSHA standards with regard to off-site facilities, such as the ATRF and VPP, and determined that having “a Protective Services officer who is trained in first aid is compliant with the OSHA standard,” according to the decision paper. Protective Services officers are trained in first aid and CPR, and they are on duty 24 hours a day, seven days a week. Both off-site locations have a Protective Services officer who is trained to administer first aid.



Sarah Hooper, manager of Occupational Health Services, and David Johnston, a Protective Services officer, display the new first aid bags. The bags can be strapped to a first aid responder’s waist or put over the shoulders so that the responder’s hands are free to administer first aid. Johnston sits in a club car, which is used when responding to emergency medical calls.

All OHS staff members are also trained in first aid and CPR. If you are injured at work, alert your supervisor and report to OHS between 8:15 a.m. and 5:00 p.m., at the FNL main campus. If you work at the ATRF and need medical attention, the ATRF Clinic is open on Mondays, Wednesdays, and Fridays, from 9:30 a.m. to 1:00 p.m.

For after-hours first aid emergencies, contact Protective Services at 301-846-1091. ❖

## OHS Staff Represents FNL at Regional Meeting

By Margaret Slaughter, Guest Writer

Occupational Health Services (OHS) nursing staff presented “Occupational Health Services in a Scientific Research Environment” to the Seneca Valley of Maryland Association of Occupational Health Nurses and the National Association of Occupational Health Professionals of Potomac on November 13, 2012.



Occupational Health Services nursing staff, from left: Grace Baskerville, Debbie Schuchardt, Sarah Hooper, Rose Saad, and Margaret Slaughter. (Not pictured: Marla Mullen)

The nursing staff presented an overview of occupational health at the Frederick National Laboratory for Cancer Research (FNL), and spoke on the topics of travel medicine, the post-exposure plan at FNL, wellness, and workers’ compensation.

Sarah Hooper, manager of OHS, opened the presentation with an overview of occupational health services at FNL. Her presentation reflected the variety of employees OHS serves, the annual testing for Occupational Safety and Health Administration–mandated surveillances that OHS performs and monitors, as well as the unique nature of the injuries/illnesses related to the scientific research conducted at FNL. Hooper also introduced the Advanced Technology Research Facility and its OHS clinic to the group and briefly presented the concept of translational science.

“We were honored to represent FNL to our colleagues from around the state and we are also honored to serve the employees performing work for an important mission,” Hooper said.

Marla Mullen, occupational health nurse practitioner, continued the presentation with travel medicine procedures, followed by Debbie Schuchardt, occupational health nurse practitioner, who explained the post-exposure plan for blood-borne pathogens. After Schuchardt’s presentation, Margaret Slaughter, senior occupational health registered nurse, reflected on the wellness initiatives developed at FNL over the past year. The final OHS presenter was Rose Saad, occupational health registered nurse, who discussed the variety of workers’ compensation benefits available at FNL.

The Seneca Valley of Maryland Association of Occupational Health Nurses meets quarterly and includes occupational health nurses from the greater Baltimore area and areas west. ❖

*Margaret Slaughter is a senior occupational health registered nurse in Occupational Health Services.*

# When Was the Last Time You Planned for the Unexpected?

By Teresa Stitely, Contributing Writer

Most seasoned project managers are accustomed to gathering customer requirements and discussing how those requirements ultimately define project outcomes. Risk management, on the



Teresa Stitely

other hand, probably doesn't get the same level of attention at the beginning of a project.

What success looks like is discussed early in the project planning process, but do you stop to think about the events that can change or impede the outcome of your project? It may not be as often as you should.

Effective risk management answers the question, What do I have to do to prevent failure? Risk management is essential for all projects and should be a systematic process. The degree,

type, and visibility of risk management should be properly aligned with the project's risk and the importance to the organization and stakeholders. The Project Management Institute, Inc. (PMI®), breaks the process of risk management into six components: planning; identification; risk analysis (qualitative and quantitative); response planning; and monitoring and control.

## Prioritizing Your Risks

In his book, *Risk Management Concepts and Guidance*, 4th edition (ESI International, January 1, 2010, page 7), Carl Pritchard states that any given risk is composed of three fundamental elements: the event; the probability of the risk; and the severity (or impact) of the risk. As the project manager, you should devote ample time to exploring the nature of each risk identified and how it will affect the project. To do this, you need to understand the risk, and then you can examine its probability and impact. Using the "if this, then that" approach consistently will help you throughout the remaining process.

SAIC-Frederick's Project Management Office (PMO) website provides a risk template to assist you in recording and prioritizing your project risks (<http://ncifrederick.cancer.gov/staff/ProjectManagement/Templates.aspx>).

Once you have analyzed your risks, you'll be able to develop a prioritized list, or risk register, to use for making decisions on how to respond. Developing options and actions to reduce negative events is known as the risk response. The priority level you assign to a risk should dictate the level of response. In addition, you should designate an owner for each risk identified.

There are four strategies for responding to negative risks: (1) avoidance; (2) transfer; (3) mitigation; and (4) acceptance.

**Avoidance** involves changing the project plan to eliminate the risk in its entirety. For example, if you are planning an outdoor event, the risk is weather; therefore, you may opt to change the time of year or location.

**Transfer** shifts some or all of the negative impact to a third party. Insurance is the most common form of transfer.

**Mitigation** reduces the probability or impact of a risk to an acceptable threshold. For example, you may build redundancies

into a system to reduce the impact from a failure should one component go down.

**Acceptance**, just as the term implies, means that no changes to the project are identified to deal with the risk or event should it occur. Most project risks identified in this category are too small to be of concern. The time and cost it would take to develop a response would outweigh the cost of dealing with the risk, should it occur.

## Monitoring Your Project for Risk

As with any plan, you need to monitor and control your processes against your plan. How will you know when an identified risk is about to happen? What are the triggers? When do you respond?

One of the most effective techniques for monitoring and controlling risks is reassessing against your plan. During a reassessment, you may identify new risks or eliminate known ones. Risk should be a standing topic for all project status meetings. Frequent discussions regarding risk make the identification and timely response more likely.

When defining what success looks like, decide also what measures you can put into place that will help prevent failure. Planning for risk along with quality will reduce the likelihood of negative, more costly, outcomes. Risk management is an integral part of any successful project and is a continual process throughout the project life cycle.

For more information on risk, please contact Teresa Stitely, PMP ([teresa.stitely@nih.gov](mailto:teresa.stitely@nih.gov)), or Mitzi Guarino, PMP ([guarinom@mail.nih.gov](mailto:guarinom@mail.nih.gov)), in Contract Planning and Administration's PMO, or visit the project management collection at the Scientific Library. ❖

## How Much "Quality" Is in Your Project Management?

By Teresa Stitely, Contributing Writer

Quality management and project management complement each other in that both disciplines recognize the importance of customer satisfaction, prevention of errors rather than detection and correction, and continuous improvement of performance.

Quality management answers the question, What do I have to do to be successful? *Project* quality management, then, includes all activities you undertake to ensure that your project will be

*continued on page 11*



Project quality management blends project management processes and activities with quality management procedures and continuous improvement activities.

successful (i.e., that your outcomes will satisfy the needs of your customer and other stakeholders).

As described in *Guide to the Project Management Body of Knowledge*, fourth edition (Project Management Institute, December 2008, Chapter 8), project quality management consists of three interrelated activities to use throughout your project: (1) planning for quality; (2) performing quality assurance; and (3) performing quality control.

To **plan for quality**, you work with the customer to define requirements for the project and then document how the project will ensure these requirements are met.

**Performing quality assurance** involves assessing performance against the plan by asking the questions: Are our processes effective? Are we on schedule? Are we within budget?

Finally, **performing quality control** ensures that expected and actual outcomes are equivalent. Quality control also provides the baseline for continuous process improvement efforts to reduce waste by identifying and eliminating activities that do not provide value.

Developing a project quality management plan should be part of your overall project planning and development phase. However, during the project execution phase, you may need to modify the plan in response to changing customer requirements or to correct issues identified through quality assurance or quality control activities.

Quality should be built into your projects so that errors are prevented by design, not detected and corrected during project execution. Like project management, project quality management is a proactive approach you can take to ensure your customer's requirements are satisfied, and your project is on time and within budget.

To learn more about project quality management, please contact Teresa Stitely, PMP ([teresa.stitely@nih.gov](mailto:teresa.stitely@nih.gov)), or Mitzi Guarino, PMP ([guarinom@mail.nih.gov](mailto:guarinom@mail.nih.gov)), in the Contract Planning and Administration's Project Management Office, or check out the project management collection in the Scientific Library. ❖

## How You Can Make a Difference in Your Workplace

By Sukanya Bora, Contributing Writer

How accountable are you? Do you even know what that means?

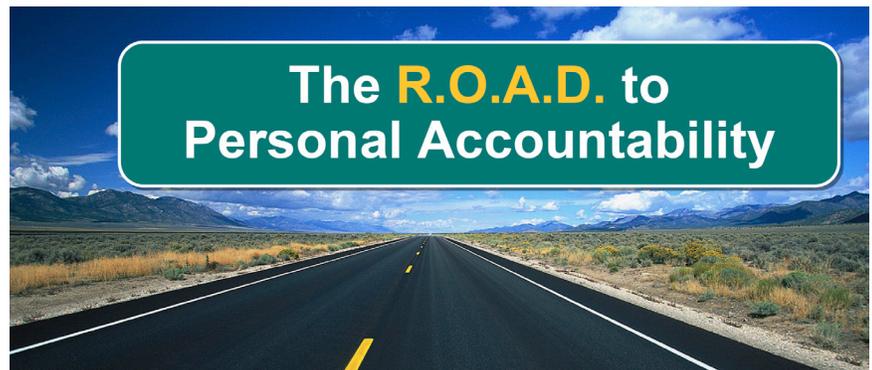
Now you'll have a chance to find out. The initiative was launched in 2011 to train all SAIC-Frederick managers and supervisors to understand the value of personal accountability is now available to the entire SAIC-Frederick community.

Known as the "The R.O.A.D. (Recognize, Own, Act, Deliver) to Personal Accountability" training, the program focuses on the importance of individual accountability for achieving organizational results. The training has been completed by 328 managers and supervisors.

The Human Resources Department is extending the R.O.A.D. training opportunity to all SAIC-Frederick employees. The goal is to help everybody in the organization embrace the concept of personal accountability and acquire the tools to apply these concepts in their individual workplaces.

It is the expectation of Chief Executive Officer Dave Heimbrook, Ph.D., that managers and supervisors who have already completed the training will encourage their staff to pursue the training, and follow that up with conversations about applying the concepts of accountability to specific challenges in their workplace.

Several instructor-led sessions will be available through April 2013 (see Training Calendar, page 15). The training is also available online.



### Do You Know What You're Doing?

"The R.O.A.D. to Personal Accountability" training will help you clarify your role in the organization, whether you're a manager or staff member. The training focuses on specific questions, such as the ones shown here, to start discussions between managers and staff, or to consider individually.

- Do I understand my job responsibilities clearly?
- Do I take initiative to clarify my responsibilities?
- Do I understand SAIC-Frederick's strategic goals and objectives, and how to align my work to them?
- Do I feel responsible for the outcomes of my job, whether the results are good or bad?
- Am I willing to acknowledge and own my mistakes that prevent me from achieving results?
- Do I seek feedback on my job when necessary?
- Do my staff members understand the significance of their roles, and how they impact the results of the team/organization?
- Is there anything I can do to help my staff members gain a better understanding of their roles?
- What does accountability mean to us as a team/group/organization?
- What barriers to accountability exist in our environment?

For information on how to register for the training, contact Sukanya Bora, training manager, at [boras@mail.nih.gov](mailto:boras@mail.nih.gov). ❖

## Lorraine Covell Retires

By Kathy Miller, Contributing Writer

After 36 years of service at the Frederick National Laboratory for Cancer Research (FNL), Lorraine Covell, administrative assistant in the Advanced Technology Program (ATP) directorate, has retired.

Covell is well known throughout the FNL community, and many ATP staff members say they have come to rely on her extensive knowledge of all the nuances associated with administrative matters (such as travel, student efforts, and guest researchers).

ATP hosted a retirement event in her honor at the Advanced Technology Research Facility (ATRF) on November 15, 2012, which was attended by colleagues she has worked with over the years. Dwight Nissley, Ph.D., director of ATP, presented Covell with a plaque commemorating her service.

Many people at the retirement party expressed how much they will miss Covell. And she returned the sentiment. “There are a lot of good people here and I will miss so many of you,” she said. “My door is open; just give me some notice and I hope to see you down in South Carolina.” ❖



Dwight Nissley presents a recognition plaque to Lorraine Covell.

Photo courtesy of Kathy Miller.

## Susan Strobl: 26 Years in One Place

By Debra Long Priel, Contributing Writer

Susan Strobl, supervisor and associate scientist in the Laboratory of Cell-Mediated Immunity (LCMI), Clinical Services Program, retired in October 2012 from the Frederick National Laboratory for Cancer Research (FNL)—where she worked in the same laboratory space for 26 years.

As supervisor of a CLIA-certified laboratory (see *News & Views*, November 2012, page 9), Strobl managed technical staff who performed immunological monitoring of ongoing NIH clinical trials and supported basic research. She maintained excellent communication with investigators and tailored laboratory research to meet the specific needs of the customer. She also ensured adherence to strict quality control procedures within the laboratory and established a CLIA-certified ELISPOT assay to measure immune response in certain cancer patients.



Susan Strobl

Strobl was hired in 1986 as a laboratory technician in a contract laboratory that supported the NCI Biological Response Modifiers Program, headed by Dan Longo, M.D., Ph.D.

While Strobl remained in the same laboratory space throughout her career, the laboratory names and work scope changed over the years. She contributed to the work of three laboratories, including the Lymphokine Activated Killer Cells Laboratory (known as the LAK Lab), headed by Suzanne Beckner, Ph.D.; the Immunotherapy Laboratory (known as the IT Lab), headed by Walter Urba, M.D., Ph.D., then Augusto Ochoa, M.D., and finally Edward Nelson, M.D.; and LCMI, headed by Anatoli Malyguine, M.D., Ph.D.

Strobl said she will miss the friends she has made at work through the years, as well as being a part of some of the exciting changes in science and feeling that she is contributing to the fight against cancer. However, she conceded that, after almost 27 years working at FNL and 40 years, total, in clinical and research laboratories, it was time to join her husband in retirement so she could spend more time with her family, travel, and pursue additional interests. ❖

# Solmonath

by Frank Blanchard

## ACROSS

- 1 Window treatment
- 6 Barest of beds?
- 10 Immeasurable?
- 14 Esteemed American journalist Pyle
- 15 Sailing location
- 16 Jewish month of good fortune
- 17 Lou Grant actor Ed
- 18 Salad dressing cheese
- 19 Traditional beliefs
- 20 Published versions
- 22 One of the Great Lakes
- 23 Myself
- 25 Unit of work
- 26 \_\_\_ Hemmingway
- 28 Seasoned veteran
- 31 Parisian topper
- 33 Den
- 34 That cookie
- 36 Pocket breads
- 40 To be in France
- 41 Special ovens
- 43 Longest river
- 44 "Legally Blonde" Witherspoon
- 46 And
- 47 North Carolina university
- 48 "Me, Myself & \_\_\_"
- 50 Transmit after initial failure
- 52 First name of first female justice
- 55 Mightier than a sword
- 56 Nintendo open-source operating system
- 57 Away from the storm
- 58 Expressed annoyance
- 63 Lunchtime?
- 64 After in Madrid
- 65 When it \_\_\_, it pours
- 68 Bumper blemish
- 69 Sentry shout
- 70 State of confusion
- 71 Tire puncture clue
- 72 Grounded speedy jetliners
- 73 Archaic expression of contempt

## DOWN

- 1 Narc agency
- 2 Union Pacific, Amtrak, etc
- 3 Actress Hathaway
- 4 Colored in blotches

1	2	3	4	5		6	7	8	9		10	11	12	13	
14						15					16				
17						18					19				
		20				21					22				
23	24			25				26	27						
28		29	30				31	32							
33						34	35				36		37	38	39
40						41				42		43			
44				45		46						47			
			48		49				50	51					
52	53	54						55						56	
57						58	59	60			61	62			
63						64					65			66	67
68						69					70				
71						72					73				

- 5 More spooky
- 6 Trademarked NCI computer network
- 7 Norway's largest city
- 8 Not yet adult
- 9 Olympic mountain biker Christoph
- 10 What we give during this period
- 11 Worship
- 12 Indian-draped dresses
- 13 Spam-like chicken and pork brand
- 21 Download application for the Nook
- 23 Grind or crush in Mexico
- 24 Lift emotionally
- 27 Workout unit
- 29 Severe
- 30 Who we honor during this period
- 31 "Beauty and the Beast" heroine
- 32 Long times
- 35 Maryland-born writer, director of "Brick": \_\_\_ Johnson
- 37 Floor, wall unit
- 38 Solo
- 39 Transmits
- 42 \_\_\_ Kierkegaard
- 45 To do it is human
- 49 Home planets?
- 51 Deceive to secure prosecution
- 52 The \_\_\_ of time
- 53 Soothing balms
- 54 Pretty little fishes
- 55 Little annoyances
- 59 Notable periods
- 60 You are the \_\_\_ of the earth
- 61 Consumes
- 62 Revenge is a \_\_\_ best served cold
- 66 Teacher grp.
- 67 It fells trees

Answers will be published in the next edition of News & Views.

## Spin a Story that “Sticks”

By Ken Michaels, Staff Writer

Making your point through storytelling is as old as the person who defined it as an art 2,400 years ago—the Greek philosopher Aristotle. Hollywood



Ken Michaels

screenwriters still credit Aristotle with describing the definitive elements of a story, which include action, a plot, central characters, and visual effects.

Before we had written language, our ancestors

passed down valuable information from one generation to another, and to other tribes or clans by telling stories.

Whether humorous or serious, points made by means of an interesting story tend to stick with most people far longer than facts presented dryly.

### Truman and the Coal Report

At a business communicators meeting a couple of years ago, a public relations specialist with Sodexo related how the company chief executive officer

tells a particular story to gatherings of employees. It involves Harry Truman, who, during the early days of his presidency, inquired as to why he received a report from the Department of Energy (DOE) every week on the availability of coal.

After considerable research, Truman’s aides reported that apparently Abraham Lincoln had requested this report to be certain that Union soldiers would have enough fuel to warm them on the Civil War battlefield, and DOE had sent the report to the White House every week since.

The Sodexo boss uses this story to illustrate how easily people succumb to doing things as a matter of routine—“because we’ve always done it like this”—without asking “why?”

And speaking of Abraham Lincoln, he himself was a legendary storyteller. Even at serious times, he would digress into a story that connected to the topic at hand. In an amusing scene in Steven Spielberg’s recent film “Lincoln,” just as the president begins to spin a tale before his assembled staff prior to a battle, an exasperated Secretary of War Edwin Stanton emphatically declares “No more stories!” and stalks away.

Perhaps it can be overdone. But Lincoln used his stories effectively—the people who heard them remembered what he had said.

### What Makes a Story Memorable?

Good stories contain many of the same fundamentals as memorable presentations. They start with an opening line that captivates attention and arouses interest. The body of the story—the plot, the characters, and the action—tells the tale with economy of speech and colorful adjectives.

An effective story will usually have “the five Ps”:

- Premise—what’s going on?
- Problem or conflict—stories where problems resolved are especially “sticky”; that is, they stick in the mind of the listener.
- People—real names are best. “Angela” is stickier than “a friend.”
- Places—“I was heading south on I-270 ...” is more engaging than “I was out on the highway ...”
- Punch line—a really good story will have a solid, impressive closing.

Just as with an effective oral presentation, the very last words spoken should summarize what the speaker most wants the audience to remember. So, tell a story and make it “stick” with your audience. ❖

*Note: “The five Ps” were adapted from a presentation by Matt Rix at the National Association of Government Communicators’ meeting in Albuquerque, N.M., on April 30, 2008.*

*continued from page 5*

In addition to Baseler and Stevens, the laboratory includes three supervisors: Jeanette Higgins, laboratory supervisor of the hematology and flow cytometry group for clinical samples; Joseph Adelsberger, laboratory supervisor of the flow cytometry group for research and development; and Adam Rupert, laboratory supervisor of the functional immunology group.

The AML has also collaborated in HIV clinical trial studies with the Virus Isolation and Serology Laboratory, headed by Robin Dewar, Ph.D.; the Laboratory of Immunopathogenesis and Bioinformatics, headed by Richard Lempicki, Ph.D.; the Laboratory of Human Retrovirology, headed by Tomozumi Imamichi, Ph.D.; and the Laboratory of Molecular Cell Biology, headed by Ven Natarajan, Ph.D. ❖

### News & Views Is Going Digital

The May issue of *News & Views* will look quite different from the copy you’re holding now. That’s because the newsletter is going digital, meaning that it will be primarily web-based. Stay tuned to your e-mail for more information.

## SAIC-Frederick Training Calendar

### Administrative Professionals Certificate Program Series

Database Concepts	March 4, 9 a.m.–12 p.m.
Microsoft Outlook	March 4, 1–4 p.m.
Communication: Effective Interpersonal Communication	March 6, 8:30 a.m.–12 p.m.
Influencing without Authority	April 3, 9–11:30 a.m.
Microsoft Visio	April 9, 9 a.m.–12 p.m.
Methodologies for Effective Management of Tasks	April 9, 1–3 p.m.
How to Be a Team Player	April 11, 9–11:30 a.m.
Communication: Effective Written Communication	May 2, 9 a.m.–1 p.m.
Customer Service	May 15, 9–11 a.m.

### Individual and Professional Enrichment Series

The R.O.A.D. to Personal Accountability	February 28, 8:30 a.m.–12 p.m.
	March 14, 8:30 a.m.–12 p.m.
	April 18, 8:30 a.m.–12 p.m.

To register for any of the courses listed above, log on to <https://lms.learning.hhs.gov>. For more information about training opportunities, contact Sukanya Bora, manager, Training and Development, Human Resources, at 301-846-1129 or [boras@mail.nih.gov](mailto:boras@mail.nih.gov). ❖

### Important Telephone Numbers

Ethics Hotline.....	1-800-760-4332
Human Resources Department.....	301-846-1146
SAIC Stock Programs .....	1-800-785-7764
	or 858-826-4703
SAIC Stock, Recorded Information .....	1-888-245-0104

### Dates to Note

Presidents' Day:	
Frederick National Laboratory closed.....	February 18
Spring Research Festival.....	May 8 and 9
Memorial Day:	
Frederick National Laboratory closed.....	May 27

### News & Views Staff

Executive Editor **Frank Blanchard** • Associate Editor **Ken Michaels** • Managing Editor **Ashley DeVine** • Editor **Nancy Parrish** • Production Manager **Kathy Green** • Lead Designer **Tammy Schroyer** • Photography Editors **Jonathan Summers, Richard Frederickson**

### Directorate Representatives

Advanced Technology Program **Kathy Miller** • AIDS and Cancer Virus Program **Patricia Grove** • Applied/Developmental Research Directorate **Debra Long Priel** • Basic Science Program **Tammy Eyler** • Biopharmaceutical Development Program **Barbara Kending** • Clinical Research Directorate **Irene Mueller** • Contract Planning and Administration/Human Resources **Sukanya Bora** • Environment, Health, and Safety **Siobhan Tierney** • Facilities Maintenance and Engineering **Peggy Pearl** • Financial Management **Carrie Belasco** • Laboratory Animal Sciences Program **Shirley Langley** • Occupational Health Services **Sarah Hooper** • Project Management **Mitzi Guarino** • Quality Management Office **Steven Harshman, Andi Gnuschke** • Vaccine Clinical Materials Program **Debra Burgan**

### Our Mission

SAIC-Frederick, Inc., operates the Frederick National Laboratory for Cancer Research for the National Cancer Institute, safely conducting research and development to accelerate the translation of basic research discoveries into products that will advance the prevention, diagnosis, and treatment of cancer, infectious diseases, and associated public health concerns.

Please send your information, articles, or ideas to [news&views@mail.nih.gov](mailto:news&views@mail.nih.gov)

*News & Views* is published quarterly by Scientific Publications, Graphics & Media for SAIC-Frederick, Inc., the Operations and Technical Support contractor for the Frederick National Laboratory for Cancer Research, in Frederick, Maryland. The content of this publication does not necessarily reflect the views or policies of the Department of Health and Human Services, nor does mention of trade names, commercial products, or organizations imply endorsement by the U.S. government. Please direct comments or suggestions to [news&views@mail.nih.gov](mailto:news&views@mail.nih.gov).

## Double Our Reach Campaign Nets Highest Total Yet

By Ken Michaels, Staff Writer

The results of the Double Our Reach employee giving campaign are in: 169 SAIC-Frederick staff pledged \$87,378.88 to the 10 selected charities. Combined with the company match, the charities will be receiving a total of \$174,757.76—the highest yet.

The SAIC-Frederick company match of \$85,000 was extended to match the entire total of pledges.



Ten charities exhibited at the 2012 Charity Fair (above). Kelly Beard (upper right) and her daughter, Katie (lower right), were among the presenters.

The campaign began at the October 23 Charity Fair held in the lobby of Building 549. The 2012 Charity Fair was different from others because guest speakers were invited to make short presentations. Julie Hykes, representing the Children's Inn at NIH, explained how the Inn operates and how it helps families who are far from home and are seeking treatment for a variety of ailments, many of which are serious. This is the first year that the Children's Inn has been added to the list of options for charitable giving through Double Our Reach.

Kelly Beard and her daughter, Katie, also related the story of how they qualified for a Habitat for Humanity house, and how it has influenced their lives. The following is an excerpt from Kelly's story:

"Life is just not always easy. Sometimes, life is ... hard. It was during [a] patch of hard life that I came to accept that

the dreams I had for my family just might not come true. We might not own a home, ever. As a single, working parent, I had been trying to get ahead but wasn't.

"After a few months ... Habitat walked in the door, literally. As one of the last steps in the selection process, they did a home visit. The dream that I thought was dead and gone was alive again.

"We ... want you to know that, although life can be so hard, what you do matters. Each moment you give matters. We thank you for helping. There are so many families in the community who need the relief that Habitat offers."

Because of their life-changing experience, both Kelly and Katie are now volunteers, and they encourage others to sign up as volunteers to aid in the Habitat for Humanity mission.

### Pledged Totals

Total pledges as of December 21 were:

American Cancer Society – \$4,728; Chesapeake Bay Foundation – \$3,784; Children's Inn at NIH – \$4,491; Frederick Community College – \$9,100; Frederick Rescue Mission – \$12,782; Habitat for Humanity – \$10,516; Heartly House – \$7,632; Michelle Shearer STEM Scholarship – \$799; Mission of Mercy – \$6,436; United Way of Frederick County – \$27,108.

### United Way Tops the List

Again this year, United Way of Frederick County received the most pledges, and with the company match, will receive more than \$50,000 in 2013. According to their newsletter, SAIC-Frederick is among the top 10 businesses that support this charity—we're number four on their list!

Another new wrinkle this year was that sign-up desks during the opening campaign were also made available at four off-site facilities. Volunteers set up to receive pledges at the ATRF, the Vaccine Pilot Plant, Industry Lane, and NIH in Bethesda.

A drawing for a digital camera was held at the opening campaign, and the winner for 2012 was Denise Whitby, Ph.D., AIDS and Cancer Virus Program.

Although the official campaign closed in early December, you can sign up at any time to have contributions deducted from your bi-weekly paycheck. Pledge forms can be found on Insite's main page (<http://ncifrederick.nci.nih.gov/insite/SitePages/Home.aspx>) under the "Our Community" drop-down menu. Once you've filled out the form and signed it, send it to Human Resources, Building 371. Your deductions will begin with the next complete pay period. ❖

# SAIC®

Frederick

Mailing error? Address information can be updated online at <http://ncifrederick.cancer.gov/campus/phonebook/> or by contacting your human resources representative.



Please be kind to our environment and recycle.