

# The ADMINISTRATOR



HOLIDAY 2011

## A MESSAGE FROM THE SECRETARY

Last week, the folks at Merriam-Webster announced that its “word of the year” is pragmatic. Defined as practical and logical, the word choice was explained by the company president this way:

“‘Pragmatic’ is a word that describes a kind of quality that people value in themselves but also look for in others, and look for in policymakers and the activities of people around them,” said John Morse.

Morse could just as easily have been talking about this year’s co-honorees for 2011 DOA Employee of the Year. In yet another year defined by both legislative cutbacks and an increased need to serve the public, the three leaders recognized at the annual DOA Holiday Reception epitomize a pragmatic approach to meeting the Department’s mission to deliver services for other state agencies, state employees, our communities, and our fellow citizens effectively, responsively and cost-efficiently.

Sharing the title of 2011 DOA Employee of the Year are Charmaine Fuller Cooper, Executive Director of the N.C. Justice for Sterilization Victims Foundation; Dell Pinkston, Systems Development IT Manager of Management Information Systems; and Robert Riddle, State Surplus Property Officer at the State Surplus Property Agency.

I encourage you to turn to the inside pages to read about the contributions of all 22 nominees who were recommended by their peers for outstanding contributions to our collaborative success. When we have so many people nominated by their peers, it tells me that we have a lot of people who work very hard and earn due recognition.



Secretary Carey presents 2011 DOA Employee of the Year awards to Charmaine Fuller-Cooper, Dell Pinkston and Robert Riddle.

I thank each of them – and each and every DOA employee – for taking seriously our responsibility to meet our strategic goals and objectives in serving the public.

The annual Holiday Reception, beautifully coordinated by Sheree Pratt and a team of able assistants, was made more special this year by the generous contributions of numerous DOA employees who covered the large table with delicious treats. Recipes for many of the items featured are included in the special *A Season of Sharing* mini-cookbook included in this holiday issue of **THE ADMINISTRATOR**.

On behalf of Chief Operating Office Anne Bander and all members of the Executive Team, I want to thank everyone for their hard work this year and send our most heartfelt wishes for safe and happy holidays.

*Moses Carey*

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## NOMINEES FOR 2011 DOA EMPLOYEE OF THE YEAR

A few weeks ago, every Department of Administration employee was invited to help Administration Secretary Moses Carey in expressing thanks to our dedicated workers by submitting nominations for the 2011 DOA Employee of the Year. The goal was to recognize people who have best exhibited the qualities that are reflected in the Department's mission of delivering services for other state agencies, state employees, our communities, and our fellow citizens effectively, responsively and cost-efficiently.

Congratulations to the following employees, who have been so recognized by their peers for the outstanding efforts described below.

### **CHRISTY AGNER, DOA LEGISLATIVE LIAISON**

Christy Agner demonstrates daily her commitment to maintaining and strengthening DOA operations. During the summer she fought tirelessly for at-risk positions so we can still provide many services to the public and within. Her advocacy for her colleagues and DOA programs meant a lot to me and many others and help us remain productive and effective today. Christy exhibits a selfless character that always puts others first. She is a fighter for DOA and how we do business, and I am proud to know she represents us so well.

### **JOEY ENNIS**

**MANAGEMENT INFORMATION SYSTEMS**  
With equal parts creativity and by-the-book process management, Joey Ennis is responsible for the creating and maintaining the Department's public "face" – our website. This constantly-tweaked resource establishes a positive professional impression for users, who are provided with intuitive links that direct them to programs and services. He provides similar services for the Governor's Office and other high-profile partners. He is collaborative and proactive, anticipating needs based on both past history and a keen interest in ongoing Department and state government issues. He loves to be challenged and thrives on deadline.



*Secretary Carey prepares to reveal the "Top Secret" honorees.*

### **CHARMAINE FULLER COOPER, N.C. JUSTICE FOR STERILIZATION VICTIMS FOUNDATION**

With very little administrative support and an abundance of compassion for those her Division serves, Charmaine Fuller Cooper has made an extraordinary commitment to advance efforts to assist victims of involuntary sterilization under the former N.C. Eugenics Board. She is as adept in representing this cause with various audiences as she is in providing confidential assurance to

victims that their long-held family secrets are safe in her care. She also has been intentional in her work to improve access to sterilization records for victims and has eloquently described the plight of victims to media, thereby putting a very human face on a story some find hard to believe to happened not so long ago in our state.

### **SUE BREWINGTON FAIRCLOTH**

**COMMISSION OF INDIAN AFFAIRS**  
Sue Faircloth, who started working at the Commission 27 years ago as an administrative secretary, today is a Manpower Developer in the Workforce Investment Act Program, which provides employment and training services for disadvantaged American Indians who wish to enter skilled training to become gainfully employed. She tracks and assists program assistants to ensure they meet performance standards of the U.S. Department of Labor, which funds the program. Sue also provides job search and placement services, helping to support the Governor's call to connect more citizens with quality jobs.

# The ADMINISTRATOR

HOLIDAY 2011

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*Britt Cobb, Governor Perdue's Chief of Staff (third from right) joins COO Anne Bander and Secretary Carey to commend all DOA employees for their service to citizens.*

## HUB CERTIFICATION TEAM:

**SHERYL CROMEDY, GROVER BURTHEY,  
CASSANDRA HERNDON AND LENA RIDLEY**

In the two years since the HUB Office introduced the Statewide Uniform Certification (SWUC) Program, members of the Certification Team have worked to certify 1,415 applicants as bona fide HUB firms. With support from other HUB Office staff, they conducted and/or participated in 40 community-based outreach sessions reaching more than 3,200 individuals. The success of the program was the subject of a recent story in the *Triad Business Journal*, which helped to introduce more firms to the benefits of HUB certification.

## **PATRICIA JONES,**

**OFFICE FOR HISTORICALLY  
UNDERUTILIZED BUSINESSES**

Pat Jones demonstrates an exemplary work ethic, dedication and integrity in her role as Office Manager. She is proactive and takes responsibility for tasks that keep the office operating effectively and efficiently. Since she coordinates our monthly Performance Measures Report, she actively seeks opportunities to link tasks to goals and measures. Pat's thoughtfulness extends to organizing office celebrations, making sure birthdays and other

morale-boosting occasions are recognized, and volunteering with her church's senior outreach and prison ministries.

## **TIFFANY GRAHAM LOCKLEAR**

**N.C. COMMISSION OF INDIAN  
AFFAIRS**

As a successful participant in the Educational Talent Search (ETS) Program and N.C. Native American Youth Organization (NCNAYO), Tiffany Locklear felt a deep need to share with others the guidance that changed her life. For the past decade, she has been an ETS counselor, providing academic counseling and other educational support services to American Indian students from low-income households, as well as a NCNAYO advisor/mentor.

The mother of four, who is working toward a master's degree, also sits on the State Advisory Council on Indian Education, a policy advisory council for the N.C. Department of Public Instruction, and serves as Tribal Council Secretary for the Waccamaw Siouan Tribe.

## **KENNY MYATT, MAIL SERVICE CENTER**

Kenny Myatt has been with DOA for more than 15 years. Everyone knows of his always cheerful smile and positive disposition. Despite staffing shortage, the cuts and many challenges we all have during these state government times of fiscal austerity, Kenny just works harder and



*DOA co-workers enjoy a cheerful holiday spread coordinated by Sheree Pratt.*



State Procurement Officer Sam Byassee joins members of the Management Information Systems staff, including honoree Dell Pinkston (center).

more creatively as a team player. He uses a combination of personal and professional savvy to get his job done in a way that makes all of his co-workers look good serving customers and citizens alike.

**JULIE OWENS, N.C. COUNCIL FOR WOMEN**  
As Southern Piedmont Region Director, Julie Owens works with and monitors 19 counties and 44 programs to assure that taxpayer-funded grants are being spent according to guidelines. She works with statewide coalitions and agencies to encourage use of best-practices to deliver services that are compassionate and cost-effective. As outspoken advocate for victims and survivors, she recently returned from a U.S. Department of State-sponsored trip to Kosovo where, in a follow-up letter, a State Department representative wrote: "We cannot thank you enough for the goodwill you have fostered between our two countries."

**KAY PASHBY**  
DIVISION OF NON-PUBLIC  
EDUCATION

Kay Pashby is extremely helpful and knowledgeable about the Division of Non-Public Education and has helped me developed good relationships with school operators. Kay is a working history book in regards to homeschooling and what is permissible by law, not only here in North Carolina, but also other states. Kay is dependable and committed to providing reliable and accurate information to our customers. She is always willing to go

the extra mile to accommodate any request a homeschooler makes. Though she will retire soon, Kay never complains and is always willing to learn new things that will make the division operate more efficiently.

**DELL PINKSTON**  
MANAGEMENT INFORMATION  
SYSTEMS

Dell is an outstanding employee who always excels in her support of DOA. Her in-depth knowledge of the systems that MIS has developed and, more importantly, the underlying business processes, has made her an often-sought resource

of Executive Management Team. This has been especially evident this year with the Legislature's Program Evaluation Division concerning Motor Fleet Management. She has been a valuable member of the Procurement Transformation team due to her vast knowledge of P&C processes and was instrumental in developing the RFP for the new parking system, selecting the chosen vendor, working with OSC on the BEACON interface, and coordinating the successful implementation with the vendor.

**ROBERT RIDDLE**  
STATE SURPLUS PROPERTY OFFICER  
Robert Riddle manages a complex agency which requires a high degree of business savvy. State Surplus must operate like a private enterprise while abiding the



COO Anne Bander greets Debbie Carroll (left) and Teresa Chaney of Purchase and Contract



*Barbara Williams-Hollis and Mitch Owens of Human Resources Management*

policies and procedures of State Government. He serves all state agencies and universities in an effective and responsive manner while assisting 50,000-plus walk-in customers annually. Despite the down economy, sales have remained around \$20 million annually, he's reduced operating expenses to a 10-year low developing new ways to increase revenue and meet strategic goals. The agency website generates global business and he strives always to create new ways to streamline processes and meet the demands of all customers.

## **BOB TORRES,**

MANAGEMENT INFORMATION SYSTEMS

Bob Torres has been a key partner in automating the manual processes in place at the Division of Non-Public Education. He has spent a great deal of time talking with staff to ensure that programs or applications developed will truly address our needs. He has never once complained, even though we call on him often. Bob has also made it easier for DNPE staff to gather information to complete reports and update online listings through applications that he created. As a direct result of his efforts, DNPE ultimately will save more than \$26,000 annually.

## **BARBARA WILLIAMS-HOLLIS,**

HUMAN RESOURCES MANAGEMENT

As Assistant Director, Barbara Williams sets a high standard for what excellence in work means. She continues to raise the bar for initiative, productivity and customer service. She is a true team player who demonstrates attention to detail, diplomacy and a positive outlook even when dealing with difficult situations. She excels in keeping co-workers informed of updates through strong communication skills, and she believes in the importance on ongoing training. Her commitment to excellence, her work ethic and productivity make her a first-rate example to follow.

## **JAMES A. WOODARD, N.C. DIVISION OF VETERANS AFFAIRS**

As State Veterans Home Program Manager, Jimmie Woodard has always maintained the quality of life of our veterans to be of utmost importance. He is truly a leader and his dedication is reflected especially well in the accomplishments of the Fayetteville Home, which include deficiency-free surveys, a Five-Star Rating and the American Healthcare Association Award. He always promotes the best for our veterans and is a leader among his peers. The ongoing growth of the State Veterans Home program is truly a testament to his vision.

## **YAIO TEAM: CYNTHIA GILES, ELAINE PISCHKE, NANCY RICHARDSON AND HARRIETT SOUTHERLAND**

The established professionalism of the YAIO team faced new challenges in FY2011-12 and raised the need for teamwork, efficiency and efficacy to unprecedented levels. The YAIO team worked closely to maintain services and programs despite a 50 percent reduction in staff and a more than 85 percent reduction in operating expenses. Members have not only taken on additional workloads but worked diligently and creatively to provide services while expending the least amount of funds possible.



*Secretary Carey credits COO Anne Bander as "the person who keeps DOA wheels on the track."*



**T**hey say the proof is in the pudding, but as far as DOA employees are concerned, it also can be found in cakes, casseroles, dips and other tempting delights. The call for favorite recipes to create the “A Season for Sharing” mini-cookbook for the holiday newsletter generated enthusiastic results, proof of which can be found on the following pages. Thanks to everyone who contributed a recipe – be sure to share the online link with friends and family! – and best wishes for delicious holiday celebrations.



## ***Aunt Doris' Apple Hill Cake***

Submitted by Ken Vendel, State Construction Office. Recipe was a signature dish of his late aunt, Doris Genest.

2 cups sugar	1 tsp. salt
½ cup oil	2 tsp. cinnamon
2 eggs	1 tsp. nutmeg
4 cups diced or sliced apples	2 tsp. baking soda
2 cups flour	

Preheat oven to 350 degrees.

In a large bowl, mix together the sugar, oil, eggs and apples. Stir well to combine.

In separate bowl, add the flour, salt, cinnamon, nutmeg and baking soda. Stir to combine, then add to wet ingredients. The batter will be thick and stiff; use a wooden spoon or heavy mixer.

Spread into greased and floured 9x13 baking dish. Bake for one hour or until tester comes out clean.

Optional topping: Mix 1 cup powdered sugar, 1 tsp. almond flavoring with about 3 tsp. of warm water. Stir to smooth consistency and drizzle over warm cake. Also good with whipped topping.



## Holiday Cheese Ball

Submitted by Joy Wayman, State Property Office

1 8 oz. package sliced provolone cheese  
2 8 oz. packages cream cheese at room temperature  
20 pistachios, shelled  
2 cloves roasted garlic, divided  
½ cup fresh basil leaves  
½ cup fresh flat leaf Italian parsley leaves

½ cup macadamia nuts, toasted  
¼ teaspoon salt  
¼ cup pepper  
2 tbsp. extra-virgin olive oil  
3 oz. oil-packed sun-dried tomatoes

Line a medium bowl with plastic wrap, leaving enough overhang to cover the top. Reserve 3 slices of the provolone, then, line the bottom and sides of the bowl with the remaining provolone, overlapping the slices.

For the cream cheese layer: Process the cream cheese, pistachios, and 1 garlic clove in the food processor until blended; scrape the mixture into a bowl and set aside.

For the pesto layer: Process the basil, parsley, macadamia nuts, salt, pepper and remaining garlic clove in the food processor until blended. With the machine running, add the oil in a fine stream. Scrape this mixture into a second bowl and set aside.

For the tomato layer: Drain the tomatoes, reserving the oil. Puree the tomatoes with a small amount of the reserved oil in a food processor.

Spread some of the cream cheese mixture over the cheese slices lining the bowl. Layer the pesto mixture, half of the remaining cream cheese mixture, the tomato mixture, and then remaining cream cheese mixture in the bowl. Cover with the remaining provolone.

Bring the ends of the plastic wrap together over the top and secure with a twist tie. Refrigerate until firm. Remove the plastic wrap and invert the mold onto a serving platter. Serve with crackers.

Tips: I match the bowl size to my cheese server. This freezes well.



## 5 Cup Fruit Salad

Submitted by Pamala Finnell, Division of Non-Public Education

1 cup sour cream  
1 cup pineapple chunks, drained  
1 cup mini-marshmallows  
1 cup mandarin orange sections drained  
1 cup coconut

Combine all ingredients in mixing bowl and refrigerate several hours or, ideally, overnight. Transfer to serving bowl. Serves 4-6.



## Pimento Cheese

Submitted by Joey Ennis, Management Information Systems

- 1/2 lb. extra-sharp Vermont white cheddar, chilled
- 1/2 lb. sharp cheddar cheese, chilled
- 2/3 cup Duke's mayonnaise
- 7 oz. jar pimentos
- 1/2 tsp. black pepper
- 1/4 tsp. onion powder
- Cayenne to taste

To get the right constituency, it is important to hand-grate the cheese just before making and not use packaged grated cheese. Chill cheese for easier grating using large-hole side of your grater.

Grate cheeses into a large bowl then add the remaining ingredients. Mix lightly by hand until creamy and combined. Cover and refrigerate for two hours to allow the flavors to develop.

Great served with crackers, on bread or as a dip with crudité.



## Lemon Cake

Submitted by Jill Dinwiddie, retired Director of the N.C. Council for Women

- 2 sticks butter
- 2 cups sugar
- 3 eggs
- 3 cups unbleached, all purpose flour, sifted
- 1/2 tsp. baking soda
- 1/2 tsp. salt
- 1 cup buttermilk
- 1 lightly packed tbsp. grated lemon zest
- 2 tbsp. fresh lemon juice

Preheat oven to 325 degrees. Grease and flour a 10-inch tube pan.

Cream butter and sugar until light and fluffy. Beat in eggs, one at a time, blending well after each.

Sift together flour, baking soda and salt. Stir dry ingredients into egg mixture alternating with buttermilk beginning and ending with dry ingredients. Add lemon zest and juice.

### Lemon Icing

- 1 lb. powdered sugar
- 1 stick butter, softened
- 3 tightly packed tbsp. grated lemon zest
- 1/4 - 1/3 cup fresh lemon juice

Cream butter and sugar thoroughly. Mix in lemon zest and juice. Spread on warm cake.

Pour batter into prepared tube pan. Set on middle rack of oven and bake for 1 hour and 5 minutes, or until cake pulls away from sides of pan and a tester in center comes out clean.

Cool cake in pan, set on a rack, for 10 minutes. Remove cake from pan and spread on icing at once, while cake is still hot.

## Grandma Ruthie's (Updated) Kugel

From Jill Warren Lucas, Communications Director

16 oz. reduced-fat cottage cheese (such as, Light 'n Lively)  
16 oz. fresh or reduced-fat ricotta  
8 oz. reduced-fat sour cream  
4-6 tabs. butter, melted and cooled, divided  
12-15 oz. jar less-sugar apricot jam (or whatever you like)  
3 eggs, beaten  
1 tsp. kosher salt  
1 16 oz. bag egg noodles  
4 cups Frosted Flakes (or similar crispy cereal), crushed  
vegetable oil spray

Preheat oven to 350 degrees.

Cook noodles in salted water 8 minutes or until al dente.  
Drain and rinse lightly with cool water.

While noodles are cooking, mix cheeses, sour cream, eggs and half of the melted butter in a large bowl until well blended. Add jam and salt, stir again until jam is mostly incorporated -- a few blobs here and there are not only fine but also desirable (if you're lucky enough to get that slice). Add cooled noodles into mixture and fold until well blended.



Coat 9x13 baking pan with vegetable spray. Pour in mixture and lightly smooth top. Put cereal in zip-top bag and crush coarsely with mallet or rolling pin. Sprinkle evenly over mixture then drizzle with remaining melted butter. If you like, gild crumbs with a spritz of vegetable oil spray to make sure it's all coated.

Bake 45-50 or until set and top is crispy and lightly browned. Let cool at least 10 minutes before slicing.

## Hot Corn Dip

Submitted by Susan Pait of Human Resources Management, from [allrecipes.com](http://allrecipes.com)

1 15 oz. can white corn, drained  
1 15 oz. can yellow corn, drained  
1 10 oz. can diced tomatoes with green chili peppers, drained  
1 8 oz. package cream cheese, diced and softened  
1 cup shredded cheddar, divided  
½ tsp. chili powder  
½ tsp. garlic powder  
½ tsp. cumin  
2 tbsps. sour cream, or to taste  
Parsley, to taste

Preheat oven to 350 degrees.

In medium bowl, baking dish all ingredients, reserving a handful of cheddar. Transfer to baking dish and top with reserved cheese.

Bake 30 minutes, or until bubbly hot. Serve with your favorite chips.





## ***Tina Bell's Marinated Shrimp***

Submitted by Jill Dinwiddie, retired Director of the N.C. Council for Women

2½ lbs. cooked, deveined shrimp, chilled  
½ cup celery, thinly sliced (with a few tops)  
3 tsp. salt  
1 cup onion, sliced very thin  
7-8 bay leaves  
¼ cup oil  
¾ cup white vinegar  
dash Tabasco  
Pepper



Combine all ingredient in except shrimp a shallow glass bowl and stir well. Spread out shrimp, turning to coat. Cover and refrigerate several hours to marinate.

Transfer to decorative platter and service with toothpicks.

## ***Chicken & Vegetables Pita Pockets***

Submitted by Tara Minter, N.C. Council for Women

Olive oil	1 red bell pepper
1 pkg. boneless chicken breasts	1 yellow bell pepper
Salt and pepper, to taste	Mozzarella cheese, shredded
1 onion	1 pkg. pita bread
1 green bell pepper	

Preheat oven to 350 degrees.

Cut chicken into bite-size chunks; season with salt and pepper or your favorite spices. Sautee in about 2 tbs. olive oil until browned and cooked through. Remove from pan and keep warm.

Cut onion and bell peppers into chunks about the same size as the chicken. Add to pan and sautee until tender and lightly browned; add more olive oil if needed. When done, return

chicken to pan with any accumulated juice and stir to combine. Heat 2 minutes then transfer to serving bowl.

Cut the pita breads in half to create a pocket and insert about 2-3 tbs. shredded mozzarella cheese into each. Arrange on baking sheet and bake about 5 minutes or until cheese melts. Transfer to serving dish. Diners should fill their warm cheesy pitas with chicken-vegetable mix.

The chicken-vegetable mix also is delicious served over rice or pasta.

## Five-Flavor Pound Cake

Submitted by Stephanie Nantz, from Southern Living

1 cup butter, softened	1/2 tsp baking powder	1 tsp. rum flavoring
1/2 cup shortening	1/2 tsp. salt	1 tsp. coconut flavoring
3 cups sugar	1 cup milk	Glaze (recipe follows)
5 eggs	1 tsp. vanilla extract	
3 1/4 cups sifted cake flour	1 tsp. lemon extract	

Cream softened butter and shortening; gradually add sugar to mixture, beating well at medium speed of an electric mixer. Add eggs, one at a time, beating after each addition.

Combine flour, baking powder, and salt; add to creamed mixture alternately with milk, beginning and ending with flour mixture. Mix after each addition. Stir in flavorings.

### Glaze

1/2 cup sugar  
1/3 cup water  
1/2 teaspoon almond extract

Combine sugar and water in a small saucepan; bring to a boil. Remove from heat; add almond extract and pour over cake. Enjoy!

Pour batter into a greased and floured 10-inch tube pan. Bake at 325 degrees for 1 hour and 30 minutes or until a wooden pick inserted in center comes out clean. Cool cake in pan 10 minutes; remove from pan, and cool on wire rack.

Spoon hot glaze over warm cake. Let cake cool completely.

## Holiday Breakfast Tator Casserole

Submitted by Bridget Wall-Lennon, HUB Office

1 large bag hash brown potatoes  
1 can cream of mushroom soup  
1, 16-oz. mild or sharp Cheddar cheese, shredded  
1/2 cup (1 stick) margarine, melted  
8 oz. sour cream  
1 small onion, diced  
1/4 cup celery, diced  
1/4 cup of bell pepper, diced  
Salt and pepper, to taste

Preheat oven to 350 degrees. Coat 9x13 casserole dish lightly with melted margarine.

Thaw hash brown potatoes. Add to a large mixing bowl with the remaining margarine and all other ingredients, except cheese. Stir well to combine then pour into casserole dish.

Bake 20-25 minutes, then remove from oven and top with shredded cheese. Bake for another 15 minutes or until bubbly. Remove from oven and let stand for 10 minutes before serving.

Note: Add diced ham or turkey to make an extra special Holiday Breakfast Tator Casserole.





## **Sweet Potatoes With Pecan Praline Streusel**

Submitted by Julie Owens, N.C. Council for Women

- 6-8 sweet potatoes
- 1/4 cup butter
- 1 dash cinnamon
- 2 tbsp. brown sugar
- 1 16-oz. bag mini marshmallows
- 1/2 cup flour
- 1/2 cup brown sugar
- 1 dash cinnamon
- 1 cup chopped toasted pecans

Preheat oven to 350 degrees.

Wash and skin potatoes, chop into large chunks. Boil potatoes until tender and mash. Stir in butter, cinnamon, brown sugar and mini marshmallows to taste.

Mix in a separate bowl, flour, sugar, cinnamon, and pecans, drizzle melted butter over mixture and stir to moisten, mixture should resemble chunky crumbs.



Transfer potato mixture into casserole dish and cover with a thin layer of mini-marshmallows. Top with pecan mixture.

Bake for 30 minutes or until brown and bubbly.

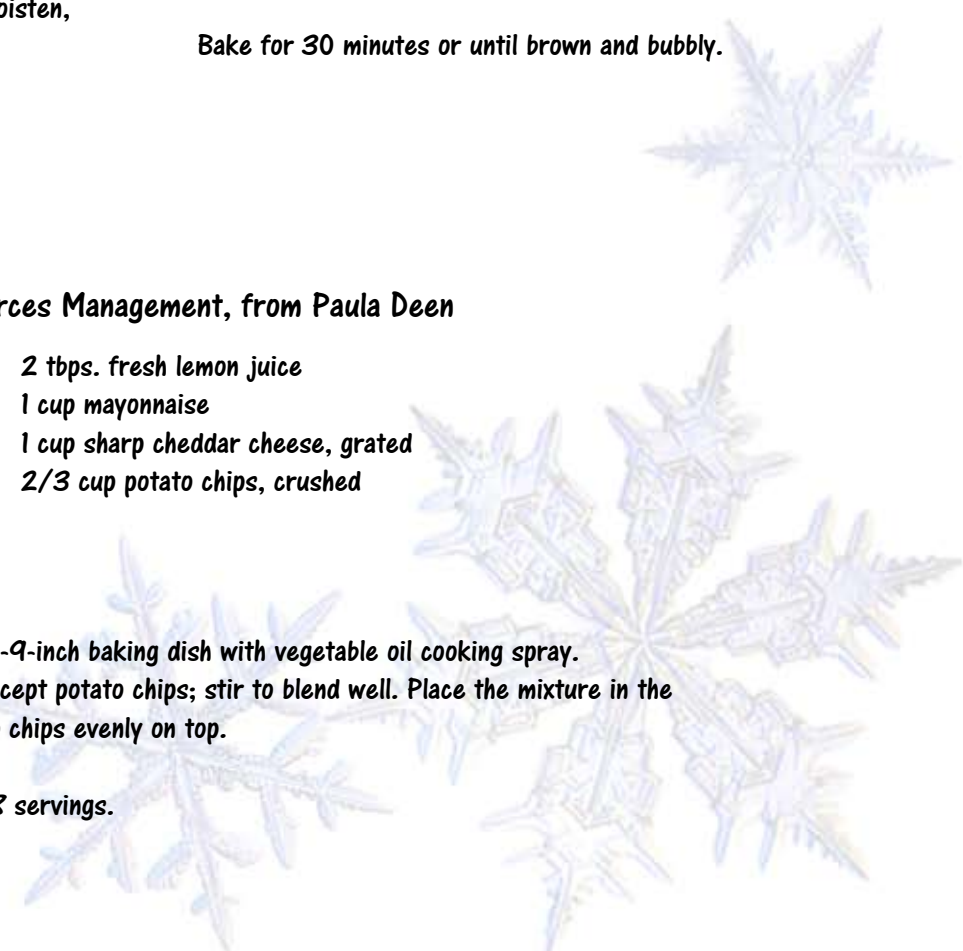
## **Hot Chicken Casserole**

Submitted by Susan Pait of Human Resources Management, from Paula Deen

- |  |                                    |
|--|------------------------------------|
| 2 cups cooked chicken breast meat, cubed | 2 tbsps. fresh lemon juice         |
| 1 1/2 cups diced celery                  | 1 cup mayonnaise                   |
| 1/2 cup slivered or sliced almonds       | 1 cup sharp cheddar cheese, grated |
| 1/2 tsp. salt                            | 2/3 cup potato chips, crushed      |
| 1/2 tsp. grated onion                    |                                    |
| 1/4 tsp. pepper                          |                                    |

Preheat the oven to 375 degrees. Spray a 13-by-9-inch baking dish with vegetable oil cooking spray. In a large mixing bowl, combine all ingredients except potato chips; stir to blend well. Place the mixture in the prepared baking dish. Spread the crushed potato chips evenly on top.

Bake for 20 minutes, or until bubbly. Yields 5-8 servings.



## **Cranberry Meatballs**

Submitted by Becky Manning, State Parking Office

2-3 lbs. of meatballs, frozen or your favorite recipe  
14 oz. can jellied cranberry sauce  
1/3 cup French dressing  
1 pkg. French onion soup mix

Mix all ingredients together last three ingredients. Place frozen or cooked meatballs in slow cooker and pour mixture over meatballs.

Cook 4 hours on low heat or 1½ to 2 hours on high heat. Stir occasionally.



## **Chocolate Chip Cheese Ball**

Submitted by Sheree Pratt, from Debbie Young

1, 8-oz. pkg. cream cheese, softened  
½ cup butter, softened  
¼ tsp. vanilla extract  
¾ cup confectioner's sugar  
2 tbsp. brown sugar  
¾ cup mini-semisweet chocolate chips  
¾ cup pecans, finely chopped  
Graham crackers

In a mixing bowl, beat the cream cheese, butter and vanilla until fluffy. Gradually add sugars; beat until just combined. Stir in chocolate chips. Cover and refrigerate for at least two hours.

Place firm cream cheese mixture on a large piece of plastic wrap; shape into a ball. Refrigerate at least one hour.

Just before serving, roll cheese ball in pecans. Serve with graham crackers.



## **Tortilla Rollups**

Submitted by Becky Manning, State Parking Office

2 8-oz. cream cheese, softened  
1 6-oz. can chopped green chilies, drained  
1 7-oz. can chopped black olives  
1 medium onion, diced  
15 flour tortillas  
Salsa

Mix all ingredients together then spread on tortilla. Roll tightly and refrigerator at least two hours prior to serving.

When ready to serve, slices rolls into 1-inh thick rounds. Serve with salsa.



## Pumpkin Bread

Submitted by Brenda Partin, from KitchenAid

- |                           |                        |
|---------------------------|------------------------|
| 3 cups sugar              | 2 tsp. salt            |
| 1 cup vegetable oil       | 1 tsp. cinnamon        |
| 4 eggs                    | 1 tsp. nutmeg          |
| 1 can (16 oz.) pumpkin    | 1 tsp. allspice        |
| 3½ cups all-purpose flour | 2/3 cup water          |
| 1 tsp. baking powder      | ½ cup walnuts, chopped |
| 1 tsp. baking soda        |                        |

Preheat oven to 350 degrees.

Place sugar, oil and eggs in bowl. Using hand mixer, beat on medium speed about 30 seconds. Scrape bowl and beat about 10 seconds more.

Add pumpkin, flour, baking powder and soda, salt and spices. Using mixer at low speed, mix 30 seconds. Stop and scrape



bowl. Add water and walnuts. Mix on low speed about 20 seconds, or until combined.

Pour batter into two greased and floured 9x5x3-inch loaf pans. Bake for 50-60 minutes or until tester comes out clean. Remove from pans and cool on wire racks.



## Chocolate Peanut Butter Cookies

Submitted by Sheree Pratt

- |                           |                               |
|---------------------------|-------------------------------|
| 2 cups sugar              | ½ cup peanut butter           |
| ½ cup butter or margarine | 2½ cups quick cooking oatmeal |
| 4 tbsp. cocoa powder      | ½ cup chopped nuts (optional) |
| dash of salt              | 2 tsp. vanilla                |
| ½ cup milk                |                               |

Combine sugar, cocoa powder, butter, milk and salt. Cook over medium heat until mixture comes to a rolling boil, then cook for 2 minutes. Remove from heat.

Pour in oatmeal, peanut butter and vanilla. Stir well until mixed. Drop by spoonfuls onto wax paper. Ready to serve when cooled and firm.

## DIVISION NEWS-CONTACT LIST

Do you have good news you'd like to share with DOA colleagues?  
Please submit items to your Division Coordinator listed below.

Agency for Public Telecommunications	<a href="mailto:Jill.Hammergren@doa.nc.gov">Jill.Hammergren@doa.nc.gov</a>
Commission of Indian Affairs	<a href="mailto:Kimberly.Hammonds@doa.nc.gov">Kimberly.Hammonds@doa.nc.gov</a>
Council for Women	<a href="mailto:Tara.Minter@doa.nc.gov">Tara.Minter@doa.nc.gov</a>
Division of Facility Management	<a href="mailto:Jennifer.Norton@doa.nc.gov">Jennifer.Norton@doa.nc.gov</a>
Division of Non-Public Education	<a href="mailto:Chena.Flood@doa.nc.gov">Chena.Flood@doa.nc.gov</a>
Division of Purchase & Contract	<a href="mailto:Tina.Kelly@doa.nc.gov">Tina.Kelly@doa.nc.gov</a>
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Office of Fiscal Management	<a href="mailto:Robin.Diehl@doa.nc.gov">Robin.Diehl@doa.nc.gov</a>
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