

CFS INSIDER

May 2009



Katrina Walker



Angela Parks

The Link has had the good fortune to hire **Katrina Walker** as our Safe Place Coordinator & she also is working as our teacher's assistant. She has really hit the ground running & has secured support for Safe Place & the Link with several agencies & businesses in the community including Boys & Girls Club, Dial a Ride, Curious Kids Museum & Krasl. Please join me in welcoming Katrina & congratulating her on her success. - **Karen Lauer, Associate Director**

New News is Good News!! by Elizabeth Thomas

Here's my good, new news...Spring is FINALLY here!! I'm sure we can all appreciate the beautiful flowers and warm sunny days after a seemingly long and drawn-out winter. I know I'm looking forward to some beach time!!

If you're new to the agency our CFS Insider Newsletter can be expected either in your email box or printed copies will be available in Reception, the first of each month. Any information is welcome but not limited to pictures, anniversaries, items for sale or maybe even a crossword puzzle. Please submit to me by email at thomas@cfsswmi.org or put it in my mailbox in the Reception area.

Please take the time to welcome the following employees to our team!!

Angela Parks - Homecare Scheduler for Benton Harbor

Katrina Walker - Safe Place Coordinator & Teacher's Assistant at the Link Shelter

Thank you for becoming a part of our family, we're so glad to have you with us!!

Executive Director's Corner by Warren Washington

Welcome to all the new staff that have joined our team. I would like to encourage you to become active in the numerous committees and planning of the various upcoming special events throughout our agency.

During April we celebrated a bit warmer weather, less snow and sunnier days. We also celebrated Easter and National Volunteer Recognition Week. Beverly Stewart and Patricia Allen, our Volunteer Coordinators, along with several other staff, planned and coordinated three marvelous events to recognize the more than 55 volunteers who serve throughout all of our programs. Each event was entertaining, festively decorated, and had scrumptious refreshments and I am certain was enjoyed by all who attended. For Easter, through the efforts of Beverly Stewart, the Chemical Bank branch on Nicholson Rd. donated numerous Easter Baskets for youth at the Link and in our Family Advocacy Program. Also, five members of "Friends for the Journey", a service group of professional women in Berrien Springs, voluntarily painted several rooms at the Link, trimmed plants and performed several other gardening chores in the green space area.

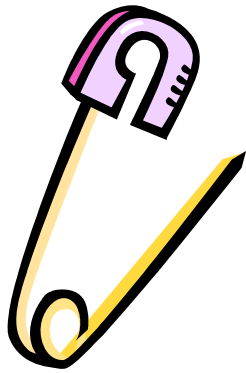
For those of you who were unable to attend our last quarter Staff Meeting, we missed you. Minutes will be available at each site. The next Quarterly Staff Meeting will be held on Thursday, July 16th at the main office and on Wednesday, July 22nd in Paw Paw. Please plan to attend.

Kudos go out to Katrina Walker and Jennifer Wike, Linda Vela a former Link resident, as well as, Karen Lauer, Heidi Kusaka and Debra Trapikas who did a fabulous job in assisting me in giving a presentation to the Berrien Community Foundation Youth Board for a \$10,000 grant. Heartfelt thanks to Julie Langdon, who voluntarily coordinated and conducted this year's required OSHA training and to Elizabeth Thomas who used her creative talents to redesign our agency Letterhead and Fax Cover Sheets (available on the S: Drive). Also great big thanks to Karen Lauer who voluntarily attended a seminar to become a certified trainer in Therapeutic Crisis Intervention. Karen will now be able to provide this training to all staff throughout the agency that are required to receive it.

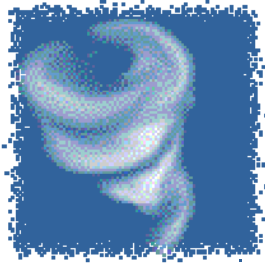
Lastly, in April, we celebrated Administrative Professionals Day. We sincerely appreciate all the support and assistance we receive from our talented administrative support staff (Elizabeth Thomas, Melissa McLellan and Kimberly McNew).

Inside This Issue

- 1 New News is Good News
- 1 Executive Director's Corner
- 2 Safety First
- 2 What is COA?
- 2 Helpful HR Info
- 3 Swine Flu
- 3 CPR Classes
- 3 First Aid Classes
- 4 Birthdays and Anniversaries
- 4 Upcoming Events
- 4 CFS Family Bits & Pieces
- 4 Corny Humor Corner



During & after an emergency occurs it is important to stay calm.



Safety First by Rita Cotterman

TORNADO SEASON IS HERE

Tornadoes are nature’s most violent storms, occurring with little or no warning & capable of massive amounts of destruction.

Tornado Watch – Tornado activity may develop in your area. Be alert to your surroundings & tune to your local radio or television stations for further information & instructions.

Tornado Warning – A tornado has been sighted in your area & could pose imminent danger. **Seek shelter immediately!!! If you see any revolving, funnel-shaped clouds, report it to your local police agency.**

Tornado signs:

- Dark, often greenish skies
- Large hail
- A large dark, low-lying cloud with rotation
- A sudden dying down of the wind & stillness in the air

Seek shelter in a basement, storm shelter, or room near the center of your home immediately if a tornado is sighted or a warning is issued for your area. If you are in a high-rise or other public building, move to an interior stairwell or hallway on the lowest floor possible. Stay away from windows, doors & outside walls. Avoid places with wide-span roofs such as cafeterias & shopping malls. If you are in your car when a tornado hits, stop immediately, get out, & seek shelter. Do not use an overpass or bridge as a shelter. Never try to outrun a tornado in your vehicle. If caught outdoors with no shelter, lie flat in a nearby ditch or low area; face down with your hand head covered with your hands & wait for the tornado to pass. Be alert for flash flooding!! Be alert for flying debris.

When disaster strikes.....

During & after an emergency occurs, it is important to stay calm. Even after the event there may still be many hidden dangers. What seems safe may not be. Stay turned to your local emergency stations & follow instructions of trained professionals.

RADIO

WIRX-FM (107.1)
 WHFB-FM (99.9)
 WCSY-FM (103.7)
 WCNF-FM (94.9)

WZBO-FM (104.9)
 WAOR-FM (95.3)
 WAUS-FM (90.7)

WSJM-AM (1400)
 WHFB-AM (1060)
 ENIL-AM (1290)

Unless told to evacuate, stay off roadways to allow for emergency vehicle access. What you do can save your life & the lives of others.

What is COA and what is all the hype about? by Debra Trapikas

This is the month that we will send our self-study to the Council on Accreditation (COA). This study will help COA evaluate our strengths and weaknesses so that when they arrive for a Peer Review, they are able to hone in on areas in which they know we need their assistance to bring our weaknesses up to be the same as our strengths and to become a true quality assurance organization. I consider this preparation time as favorable to our organization. We are all able to learn about our organization and its practices as we divide sections up and try to put them together for the study.



I could not do this job without the invaluable input so many of you are providing me: Sue Struwin, David Ford, Karen Lauer, Heidi Kusaka, Kelly Milnickel, Debbie Shelton, Sherrill Friedman, Beverly Stewart, Julie Langdon, Melissa McLellan, Kimberly McNew, Elizabeth Thomas, Rita Cotterman, and Warren Washington. Most of all, I would like to thank Erin Noble for her assistance and knowledge of COA. Though transferred to another position within CFS and working hard in her new position, she still makes time to work with me when needed. She is my personal superwoman and I could not do this without her.

Now, if we can all just pull together for four more weeks until this is done, and if everyone continues to help me, I'll bring in a barbecue lunch for everyone after we get through this. How is that for a thank you?

Helpful HR Info by HR

PARKING – Employees should not be parking in the parking areas closest to the Admin – Reception door. Those spots are designated for our clients and visitors. Please park on the side of DSS, the Link or the far end of the parking lot to the left of Motion Industries. Thank you for your cooperation.

Turn in all training certificates to Human Resources. This includes any training completed outside the Agency. This documentation can then be put in your employee file.

Vital Signs by Julie Langdon, RN – Agency Nurse

This month, I would like to talk about **GERMS**. More specifically, *swine influenza*. This is a hot topic in the news. I have collected information from the Centers for Disease Control and from statements issued from the Berrien County Health Department. If you aren't germ-phobic now, you will be after reading this.

Swine Flu is a respiratory disease of pigs caused by type A influenza viruses (virus subtype H1N1). It can affect persons with direct exposure to **pigs that exhibit swine flu, or respiratory infection type symptoms**. Workers in the swine industry would be a population at risk. Also at risk, would be those that have recently traveled out of the country to warmer climates. Flu season runs through May in North America and is just beginning in South America or other tropical countries.

Germ's can be spread when a person touches something that is contaminated and then touches their eyes, nose, or mouth.

Droplets from a cough or sneeze of an infected person move through the air. Some viruses or bacteria can live 2 hours or longer on surfaces like cafeteria tables, doorknobs, telephones, pens, pencils, light switches, and desks.

Symptoms of swine flu in people are similar to the symptoms of regular human flu and include **fever, cough, sore throat, runny or stuffy nose, body aches, headache, nausea, vomiting, diarrhea, chills and fatigue**.

Antiviral drugs are prescription medications that fight against the flu by keeping flu viruses from reproducing in your body. If you get sick, these medications can make your illness milder and make you feel better faster. These antiviral drugs work best if used within 2 days of getting sick. The two recommended medications to be used are **Tamiflu** and **Relenza**.

The most important prevention is to **wash your hands**. Use alcohol-based disposable hand wipes or gel sanitizers. If using gel, rub your hands until the gel is dry. The gel doesn't need water to work; the alcohol in it kills the germs on your hands. Try to stay in good general health by getting enough sleep, fluids, exercise, and nutrition. Manage your stress and avoid close contact with people who are sick. People cannot catch swine flu from eating pork or pork products. Cooking pork to an internal temp of 160 degrees Fahrenheit kills the swine flu virus as it does other bacteria and viruses.

If you should get sick, stay home from work or school to avoid spreading infection. Cover your mouth with a tissue when sneezing or coughing. Continue to wash your hands frequently. Lastly, see your primary care physician if you are worried about your symptoms. They will determine whether influenza testing or treatment is needed.

Now, where did I place my full body suit and goggles?

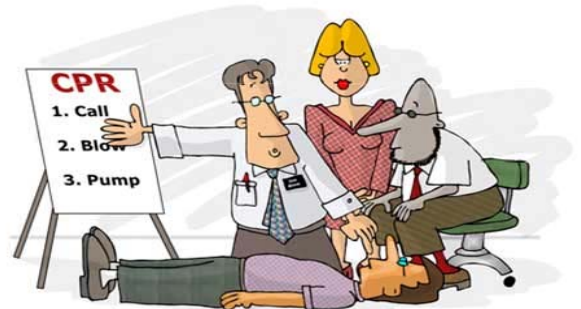


CPR CLASSES by Julie Langdon, RN

Friday, May 15, 2009	8:30am – 12:00pm
Friday, June 19, 2009	8:30am – 12:00pm
Friday, July 17, 2009	8:30am – 12:00pm
Friday, August 20, 2009	8:30am – 12:00pm

All classes will be held in the big conference room in the administration building.

Please register for any classes that you are planning to attend. Call Julie Langdon, RN at 925-1725 ext. 123 or email langdon@cfsswmi.org.



First Aid Classes by Julie Langdon, RN

Thursday, May 7, 2009	8:30 am – 12:00 pm
Thursday, June 4, 2009	8:30 am – 12:00 pm
Thursday, July 2, 2009	8:30 am – 12:00 pm
Thursday, August 6, 2009	8:30 am – 12:00 pm

All classes will be held in the big conference room in the administration building.

Please register for any classes that you are planning to attend. Call Julie Langdon, RN at 925-1725 ext. 123 or email langdon@cfsswmi.org.



Birthdays and Anniversaries

Laura Bodi – Paw Paw DSS	May 14
Michael Kirby – Link Shelter	May 14
Susan Woodruff – Link Shelter	May 14
Frank Vidimos – FAS/Link	May 23
Vere Campbell – BH DSS	May 25
Debra Malich – BH DSS	May 25

MAY 2009						
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24	25	26	27	28	29	30
31						



Upcoming Events

Mike Struwin Music Tour - Free	May 2 (9-10pm) Harrison Landing, Elkhart, IN
Mike Struwin Music Tour - Free	May 9 (9-10pm) The Livery, Benton Harbor, MI
Mike Struwin Music Tour - Free	May 10 (9-10pm) Wally's, Saugatuck, MI
DSS Fundraiser Rummage & Bake Sale	May 16 (9am – 3pm)
Items may be dropped off between 8:30am – 4:30pm Mon – Fri until date of sale	
New Balance 5K Run	May 21
Girls on the Run sponsored by United Way, starts at SJ High School at 6pm	
Mike Struwin Music Tour - Free	May 23 (9-10pm) Wally's Saugatuck, MI
Memorial Day – Office Closed	May 25
Mike Struwin Music Tour - Free	May 29 (9-10pm) Harrison Landing, Elkhart, IN
Mike Struwin Music Tour - Free	May 30 (9-10pm) Lakeshore Bar & Grille, Elkhart, IN
Independence Day – Office Closed	July 3
Agency Picnic (location TBD)	June 19 (12 – 3pm)
Day of Action	June 24 (11am – Noon)
Celebrate literacy and education with your kids by joining local celebrities for Reading on the bluff at the Howard Band Shell	

FOR SALE!!

2007 Nissan Armada LX
 Seats 7 Passengers, Fully Loaded including DVD, GPS, IPOD hookup and automatic starter, 35,000 miles. \$26,000 OBO
 Call Heidi at 269-277-0897

CFS Family Bits & Pieces

Karen Lauer's son, Rick Gunyon, is graduating from Indiana University on May 9th with a major in history and a minor in classical studies. He also studies underwater archeology & is planning to go to law school or grad school after working for a while. Congratulations!!

Congratulations to Sharon Spencer!! She will be graduating May 10th from a Masters program with honors. Great job!!!

ABC Coupons are coming to a program near you. There will be boxes and forms made available at every program so that all employees going "Above and Beyond" can get "caught".

