

VISION

To open up the world to people to encourage them to experience everything it has to offer; to communicate effectively; and to be as healthy, safe, and financially secure as possible.

For people to feel good about themselves and their relationships with others, to have fun, be happy, and have meaningful things to do.

For people to live in safe and decent neighborhoods where they are accepted, valued, and respected including their cultural preferences.

To guide people on their journey to discover their abilities, talents, and desires by empowering them to be interdependent; to encourage people to make their own choices and decisions so they will have control over their own lives, and over the services and supports they use.



STEP NEWS

October 2004 Volume 3 Issue 9

LISTEN UP!

Below is an article I found as I researched for myself on how to be a better listener. It is amazing when we realize the ability to listen impacts relationships on all levels. How we work with consumers; are we listening to their wants and needs? How we interact with our friends and families; are we listening? And also, how we interact with our fellow employees; do we hear them? My commitment as an Executive Director is to become a better listener. I will keep you updated on my progress and I hope you will let me know how it is going for yourself. What I am learning is, the best information is not what you say, it is what you hear. Thanks for listening!

Jacque Dillard-Foss

LISTENING:

Conversation is an art. People can be enjoyable to talk with, or they can be bores. A person is sought out for conversation, not because of the content of what they say, but for their ability to understand others. Good listeners are the individuals who are perceived to be charismatic, insightful, and even enlightened. These people make others feel special; they have friends and followers to spare.

Some people feel that good listeners are born, but as it is with most worthwhile activities, listening is a skill that can be learned, practiced, and perfected. It begins by educating oneself on the techniques, and practicing those in day-to-day interactions.

The following exercises are a beginning enroute to becoming an expert listener.

STEP STARS

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*Happy
Birthday*

Robin McGurran 10/1
Frank Lewis 10/1
Paula Joiner 10/1
Tom Waters 10/2
Darrell Utley 10/3
Nicole Lester 10/4
Paul Lavendar 10/4
Xavier Koehne 10/4
Jessica Miller 10/5
Keith Benson 10/6
Lydia
Edinburgh 10/7
Bree Klock 10/9
Katrina Parham 10/9
Viveca King 10/10
Nicola Brock 10/14
Tatiana Ruban 10/14
Jaime Young 10/15
Sherry Day 10/16
Todd Drake 10/16
Anna Shands 10/16
Michael Partee 10/18
Gloria Goode 10/18
Robbie Wheeler 10/18
Carita Stacy 10/18
Mykishia Conner 10/20
Samuel Hull 10/20
Melissa Drake 10/21
Veronica Avery 10/22
Tina Pollard 10/22
Marc Berman 10/23
Tamara Oliphant 10/25
Gina Thayer 10/27
Cathi Aurich 10/27
Phillip Brown 10/27
Karrie Osborne 10/30
Cecelia Queral 10/31
Micheal Warner 10/31



Coty Rushing-Thanks for taking up hours with Sarah Gee and assisting in managing her behavior at Target. You have followed the STEP philosophy. Keep it up!

Tim thanks Katrina Parham for her dedication and patience in training him with Atif. Your loyalty and compassion for Atif is well noted. Thanks!

Stef, for her creativity and hard work with Michael Menefee.

All the staff that work with Kirsten Carmichael and Stephen Lewis, thank-you for your patience and dedication.

Pearlene Theriot- Thanks for subbing and working with Michelle several times. Your flexibility is appreciated, and thanks for working on Michelle's exercise by walking longer at Costco.

Darla- Thanks for the quick report on health and safety at Leah's apartment and for following through on house cleaning..

Alex, Casey, Mike, Summet, Katrina Parham, Tim, Bruce-We appreciate all the work you do with Atif and also making sure the company van is well taken care of. Keep up the good work!

Stacey Smith- for handling all of Barry's transportation with his family. Many thanks for going beyond your duties!

Matty Spanton- Thanks for giving some tips/tools to new PA staff. Your teamwork is appreciated!

Dennis Strella & Heather Strella-Thanks for taking Valerie food shopping at last minutes notice.

Jacquie Dillard-Foss, Samuel Holden, Melanie Bazile-Fernandez- Thank-you for continuing to give support and positive feedback with Atif Shabbir...Awesome teamwork!

Mike Baker & Ken B- for willing to work extra hours during staff changes for Barry Krems:)

Tom W. & Matty S.-For being consistent with the landscaping and taking more jobs when we were closed on the third.

Charles Edward-For subbing for Day Program

Stacie Young-For going above and beyond, willing to work at other job site. Thank-you!

Kiki Robinson-Michelle loves your good job with the braided hair. She looks good! Thank-you!

Mikey Miller- For your enthusiasm with Noel Harris, and being there for him when he is having difficulty expressing himself.

Tom Waters- For helping out at Joe's Joint.

Christy Schoneman-Thanks for assistance with Sarah Gee's behaviors. Your teamwork is gretly appreciated.

Darryl & Xavier- Appreciate you working with Tom C. at Carmichael Park while Joe's Joint had the games. Tom C. had fun with the throwing the ice bag game.

Henry, David, Pearlene, Willona- being there with your clients when they played the ice-bag game. It seemed fun!

Shannon R. & Christi- Thanks for being faithful in encouraging Michelle D. to do her walking exercises and assisting her with the health foods.

Pam Conner-Congrats on your weight loss and good exercise habits!

Tina C. & Anna Obrien-For being there with Bibiana, keeping her exercising and going to the gym.

Stacy Young-Thanks forshadowing and traing new staff with Leah on the weekend.

David Ruiz-For guiding the Joe's Joint groups when they went to the circus at Arco Arena. All client's and PA staff had a good time!

Walter Price-For taking an extra client in your group.

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SLS- Deaf

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WOW! It's already Fall! The Deaf unit was thrilled to assist our folks in going camping. We want to take this time to thank Melanie Bazile-Fernandez for all of her hard work and dedication in making this camping trip a reality for the consumers we serve. She has given a lot of her time planning this event and we are grateful to have Melanie as a part of our team. Have fun! Be safe!

The Deaf unit wants to remind you that there is a Deaf PA meeting that will be on October 25th, 2004 at the STEP office.

We will be reviewing issues related to IHSS, Safety Tips and STEP policies you can find in your handbook. We will also have games and activities so expect to have some fun as well as learn.

We currently have one PA staff who is willing to assist in leading the meeting and would like to know if there is anyone else who would be interested in assisting. You would have an opportunity to participate in forming a PA committee. This will, hopefully, turn into a PA Advisory Committee for the Deaf Unit. If you are interested, please contact Sam Holden (samjr@gmail.com) or Diana Miller (dianam@stepsite.com).

SLS- Hearing

The Hearing SLS Unit has been busy with preparations for Grizzly Creek Ranch. When all of our folks return we hope to hear about all of the fun they had.

Over the past month, many of our clients have traveled or vacationed. Renee Mikbel took Willis Abney, Misty Webb, Matt Calaghan and PA Herman Collier to Bass Lake. The resort area is located near Yosemite so they were able to spend time in Yosemite's splendor. They visited waterfalls, saw amazing rock formations and just had a great time enjoying the outdoors. Cindy Allen recently returned from a family reunion in Encinada where she was able to connect with people she had not seen in a long time.

We would also like to congratulate Thirston Miller on finding a new apartment. Thirston is now living with our newest SLS client Jeff Florek. Welcome aboard Jeff! Thank-you to all the PA's who attended PA training. It was a lot of fun and great to visit everyone!

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Human Resources

In an effort to keep us all healthy through the Winter, STEP will be offering flu shots again this year to all employees that are interested. STEP is going to pay the cost for each employee. We will have people here from Kaiser to administer the shots. Mark your calendar for October 22nd from 12:00 noon to 1:30 pm

BENEFIT REMINDER

For employees to be eligible for medical/dental/life insurance, they must complete 90 days of continuous full-time work. Full-time work is 32 or more hours per week. The full-time work must be continued in order to stay on the benefits. If an employee goes to part-time work, they will be offered COBRA continuation coverage. If you have questions about this, please see Patti Dixon.

In Addition:

If you are driving while on the clock, you must provide a copy of current driver's license and insurance for your file.

PAYROLL CORRECTIONS ??

PLEASE FOLLOW PROCEDURES

IHSS versus STEP regarding Holiday Pay:

All IHSS hours must be completed prior to the holiday to be eligible to receive STEP holiday pay. If Lisa Barrows is the designated signer for client IHSS, PA must bring time sheet to Lisa to sign.

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E

Day Program

Next STEP

Next Step has been pretty busy lately, but not too busy to notice Fall has arrived! The landscapers will be busy with all of the leaves changing colors and falling onto the grass. With the great job you had been doing all summer, we know you can handle it. We want to wish Casey a speedy recovery. We miss you Casey! Next STEP is looking for 2 new Job Coaches. Please contact Debbie Waters or Roger Miller at their new Sidekick addresses: Debbie <Dahlos@tmail.com> and Roger <Miller67@tmail.com>

Extra STEP

I heard a rumor that there is an "Ultimate Cookie Bake-Off" happening this Fall here at STEP. If you are interested in being a judge or a contestant, please contact Lynn Vaughan. Plan for early November! If you think you got what it takes to bake the best homemade cookie..... Bring-it-on!

STEP is assisting Helen Keller National Center to collect information concerning all of our clients with Congenital Rubella Syndrome. We are so happy to be involved with this project as it will provide valuable information to clients, parents, caregivers, and the politicians that serve us. Thank-you, to all the parents that were so generous in answering our questions.

I will continue to contact other families to complete the information packets I have remaining. Thank-You!

Healthy Living:

Quick-to-Fix Turkey & Rice Soup

- 4 cups of reduced-sodium chicken broth
- 1 cup of water
- 1 teaspoon of snipped fresh rosemary, or 1/4 teaspoon of dried rosemary, crushed
- 1/4 teaspoon of pepper
- 1 10 oz. package of frozen vegetables (2 cups)
- 2 cups of chopped, cooked turkey or chicken
- 1 16 oz. can of tomatoes, cut-up

In a large saucepan or dutch oven, combine chicken broth, water, rosemary and pepper.

Bring to boiling.

Stir in vegetables and uncooked rice. Return to boiling, reduce heat and simmer, covered for 10-15 minutes or til vegetables and the rice are tender. Stir in turkey or chicken and undrained tomatoes. Heat through. To serve, ladle into serving bowls. Makes 6 servings

Nutrition Facts Per Serving

209 calories 4 grams total fat (1 gram saturated fat)

36 mg cholesterol, 699 mg sodium, 24 gram carbohydrate, 2 gram fiber, 20 gram protein

Daily Values: 31% Vitamin A, 23% Vitamin C, 7% Calcium, 18% Iron

A great source of complex carbohydrates, rice is generally enriched with calcium, iron and B vitamins.



ILS

Thanks to everyone who has worked so hard to make camp happen. We hope you all have a great time! The ILS department is creating and will be doing an internal QA within our unit. We will be focusing on creating and implementing a client curriculum so that vital information is not being lost each time a client is transitioned to a new instructor.

As always our overall focus is to ensure we are providing the best services possible to each individual and on an individual basis by really being focused on the Vision and Values. We review these often as a team in our weekly meetings.

Parenting Support Group will next meet again on October 21, 2004. It will be the "Halloween Safety". Here at the STEP office 3:30-5:00PM.

STEP Stars Continued....

John Jeter, Stephen Lewis, Jermaine Murray, Mai Vang, Valerie Magby, and Debbie Smith-For all the hard work you did to make a wonderful BBQ for the Personal Attendant meeting on 9/13. WOW! You worked so hard and the food was sooo good! Thank-you!

Any articles, announcements, STARS, and resource information is welcome. The deadline for the next newsletter is 11/15/04.

Jen's Trivia Question

Be the first person to visit Jen Jone's office with the correct answer and receive a prize:

Last Month:

Henry Ford's Model T cars got their name from...

ANSWER: Model T's were originally called "Tin Lizzy" due to the thin sheet metal they were made of.

WINNER:

Heather Campbell

OCTOBER'S

QUESTION: The Druids were first to celebrate what is now known as Halloween as far back as 700 B.C. What was the name of the celebration before it became "Halloween?"

Interpreting Class

Carmichael Park and Recreation District is sponsoring an American Sign Language class at La Sierra Community Center.

Thursday nights at 7:00 pm-9:00 pm, for 5 weeks starting September 30th, 2004. The cost is \$25.00. The instructor is Marsha Fins, and interpreter. If you are interested, please call 485-5322

Thoughts & Prayers



We at STEP, wish to express our heartfelt condolences to Jen Jones, and Robin & Kelly McGurran for their recent loss of a mother, sister and sister-in-law;

"Mrs. Leneta Dinsmore"



Our thoughts and prayers are with you.