



INSIDE OUT

MAY 2010

Executive Director's Update:

- I hope that everyone enjoyed our staff in-service on May 7th and learned something that you can use in your work and life. Congratulations to all of our award recipients! Thank you to all staff who completed the evaluation form for the event. Once we compile the data, we'll share the results.
- Thank you to all staff involved in the Head Start review last month. We expect to receive the report by the end of June. While we know we have a few things to work on, I think that the quality of our program and the dedication of our staff was apparent to the review team.
- Next Monday, May 17th will be our annual Community Appreciation Luncheon. Thank you to program staff who have made arrangements to have display boards updated and will be available to answer questions about your program. Thank you also to staff who have arranged for customer testimonials, these are an effective way to show what Community Action is about.
- **STAFF PICNIC.** Our annual agency staff and family picnic will be held at the Elba village park (back pavilion) on June 18th beginning at 11:00. All staff and their families are invited for a day of fun, games, food, and a chance to socialize with other staff. This is a great opportunity provided by the agency to get to know your fellow staff a little better and to have some fun! There is limited picnic table space, bring your lawn chairs or blankets. Staff will be paid their regular schedule for the day or until 2pm if they are not scheduled to work. If you are unable to attend, you must be excused by your program director. Parking is limited at the park; if possible please carpool with other staff from your site. **Please RSVP by June 7th** with the number attending so that we can plan for the correct amount of food. Head Start and Early Head Start staff, please RSVP to your site coordinator. All other agency staff, please RSVP to Cheryl Boyer at 589-5605 or cboyer@caoginc.org. It would be appreciated if program coordinators and/or managers can help to facilitate the RSVP's! Thanks!

*E*mployee *A*ssistance *P*rogram

This is a program that is available to all part time and full time employees and their families. The Employee Assistance Program is a very valuable benefit that we have here at Community Action of Orleans & Genesee, Inc. Most of you are probably not even aware of the access we have to this helpful service. This service can help with so many daily issues, or what some people refer to as life issues. If you are having problems with juggling family & work, marital problems, depression or just need some support to make some changes in your life, this service is there for you to help with these frustrations.

CALL 1-800-451-3281 for help

REMINDER – THIS IS A CONFIDENTIAL PROGRAM

The Buzz from Batavia!



On Wednesday May 26, 2010 at 1:00 p.m. our Batavia office will be hosting a nutrition workshop. Leslie Elliott from Just Say Yes to Fruits and Vegetables will be at our office educating consumers on healthy eating, planning and preparing healthy meals and much more! This workshop is FREE and open to anyone.

You can still get a heating benefit if you qualify. HEAP is still open! Program will end in mid-May (no exact date yet). Regular and emergency benefits are still being given. Food Stamp recipients, call your caseworker at DSS; over 60 calls Office for the aging 343-1611; all working call Debbie at 343-7798 x.15.

Seeking Gainful employment or looking for a career change? Dan the Employment Specialist and Kim the Employment Mentor can help! These professionals can custom tailor their services to meet your needs! Call for information 343-7798 x.14 or x.10.

Listen to Lisa Wittmeyer on WBTA throughout the year!

Dates: May 3, 27; July 5; August 2, 30; October 4; November 1, December 6

Never one to keep quiet, Lisa sings the praises of Community Action and its many programs! If you would like to share air time with me, have a special program that could use extra publicity I might spare a minute or two. Or tell me what's going on and I'll gladly talk for you. Call me 343-7798 x.16.

Community Action Angel's meeting on May 13, 2010 at 11:00 a.m. Business meeting and pot-luck lunch. Call for info.

Looking for Employment?

Tired of a dead-end job and want a new career?

Need to create a resume or update your current resume?

If so-Call Dan Carmichael –Employment Specialist In the Genesee Co. Community Action Office at 343-7798x14



Just Say Yes to Fruits and Vegetables

You are invited to a nutrition workshop.

New ideas

Recipes

Taste Samples

Free Gift

- } Plan and prepare healthy meals.
- } Enjoy more fruits and vegetables.
- } Use food stamps and pantry foods to eat well
- } Keep foods fresh and safe.

**Community Action of
Orleans and Genesee
Batavia Site**

**Wednesday
May 26, 2010
1:00 PM**

Surplus Food Distribution Dates for 2010

May 12, 2010

June 2, 2010

August 4, 2010

September 1, 2010

October 6, 2010

November 3, 2010

**11:00 - 3:00
At the Genesee
County
Fairgrounds**

**Everyone Must
Bring:**

- ✓ I.D.
- ✓ Proof of Income
- ✓ Proof of Residence
- ✓ bag or box



Helping People. Changing Lives.
**Community
Action**
of Orleans & Genesee

Community Action of Orleans & Genesee

USDA Food Distribution May 25, 2010

- American Legion
131 South Main Street, Albion
(Albion, Waterport, Kent and Barre residents only)

 - St. Peters Lutheran Church
1357 West Ave., Medina
(Medina, Lyndonville, Knowlesville and Shelby residents only)

 - TIME: Senior Citizens (62 years old and over) 9:00-10:00
 All Others 10:00-12:00(or until supplies last)
-

- *Eastern Orleans Community Center*
75 Public Square, Holley
(Holley, Clarendon, Kendall, Murray and Hulberton residents only)

 - TIME: 9:00-11:30 and 12:30-2:00
-

Please bring PROOF OF INCOME:

- Department of Social Services Budget Sheet
- SSI Grant Letter
- SSD Award Letter
- HEAP Award Letter
- WIC Card
- Tax Return (Most Recent)

Please bring PROOF OF RESIDENCE: * Water Bill * Electric Bill
 * Gas Bill * Phone Bill

INCOME GUIDELINES

<u>Family Size</u>	<u>Gross Yearly Income</u>
1	\$19,240
2	\$25,900
3	\$32,560
4	\$39,220
5	\$45,880
6	\$52,540
7	\$59,200
8	\$65,860

For each additional person add \$6,660
If you are picking up for someone, please bring a signed permission slip

NEW STAFF

Tracey McGrath – 03/24/2010 – Teacher

Tracey lives in Wyoming with her husband, Dennis and her “kids” – her dog, Zena and her cat, Macaroni. She is working at the Batavia Center. Tracey loves to shop, scrapbook and eat out. She has been in Childcare for 18 years in all aspects – teachers aide/assistant, lead teacher, supervisor and director. She has created and implemented an Intergenerational Program that brings youth and elderly together.

Susan Defendorf – 02/18/2010 – Tutor

Susan lives in the Holley area with her husband of 40 years and her son. Her hobbies are cooking and gardening. She is working in the Holley center (EOCC).

Sara Soule – 03/02/2010 – Primary Caregiver

Sara works at the Medina Center for Early Head Start. She lives in Albion with her husband, Kevin, her son, Isian Twardowski and her 3 stepchildren; Dorren Fitzsimmons, Dylan Soule and Emma Soule. She is a Sunday School Teacher and she and her husband make up a Christian Rock Duet called the Soul Anger. They play at many churches and fundraisers.

Magali Converso – 03/02/2010 – Head Start Sub

Magali lives in Medina, is married and has 2 children; a son, age 4 and a daughter, age 4. In addition to being a substitute for Head Start she is a patient care tech and certified nurses assistant at Lakeside Hospital in Brockport. Magali loves taking care of animals. She likes to cook and bake and love to play music on her flute. She enjoys taking pictures and reading religious material.

Christine Warren – 03/02/2010 – Head Start Sub

Christine lives in Kent and subs at the Kendall and Albion Head Starts. She has a husband, Guy, and 3 sons, Daryl (age 17), Kirk (age 10), and Eric (age 8). She likes to train horses and enjoys snowboarding and karaoke.

Brittany Merritt – 03/02/2010 – Head Start Sub

Brittany lives and works in Medina. Brittany’s mom is a 3rd grade teacher, her sister used to work for Head Start, and her brother is a police officer in Medina. Brittany likes spending time with her friends, playing soccer and other sports, and spending time with her nephew.

Elissa Davies – 03/02/2010 – Head Start Sub

Elissa lives in Medina and is the oldest of 4 children. All 3 of her younger siblings attended Medina Head Start. She is very excited to be here and says everyone is very friendly.

Kristina Holmes – 03/02/2010 – Head Start Sub

Kristina lives in Medina and works at the Medina Head Start Center.

Sylvia Jackson – 03/02/2010 – Head Start Sub

Sylvia lives in Medina and works at the Medina Head Start Center.

Jacob Haudenschild – 04/12/2010 – Maintenance Worker

Jacob works at the Albion Main Office. He lives in Albion with his son Joel

Shane Woolston – 05/03/2010 – Weatherization Technician

Shane lives in Waterport with his parents Rodney and Donna Woolston. His hobbies are fishing, hunting and other outdoor activities.

Terry Probst – 05/12/2010 – Employment Specialist

Terry lives in Holley and is working at the Main Street Store in Albion. She worked for Community Action several years ago.

FREE FREE FREE FREE

I have a 19' above ground swimming pool. It is 4' deep and is made by Jacuzzi. It is free to who ever wants it. All they have to do is take it down.

In addition a huge deck and new pump that was purchased last year is available for \$500.00. The pool is seven years old, the deck is six and the pump is one year old. Contact Jim Soccio – Weatherization Department

Your Staff Satisfaction KRA Team

The goal of the Staff Satisfaction KRA team is to see that all of us work in a caring and respectful environment. Our past contributions include revision of the annual performance appraisal and the complaint resolution procedure, development of an exit interview tool, addition of suggestion boxes at work sites, and changes to what is now our spring agency-wide in-service.

We remain committed to keeping all staff members informed, treated fairly and with respect, and recognized for their dedication and hard work. You may contact any of the members below if you have suggestions.

Team members are:	Sue Rigoni, Director, 343-7727	Diane Bechteler, Chairperson, 589-5605
	Carol Berray, Secretary, 589-5683	Penny Miller, 589-5683
	Amy Lester, 589-5605	Sue Baker, Board of Directors
	Lisa Church, 343-5917	Edna Schramm, 343-5917
	Larry Lee, 343-7727	Kari Powers, 343-7727

COMMUNITY ACTION BOARD OF DIRECTORS

Dean London – Board Chair

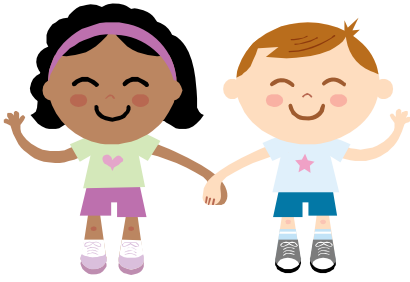
Emily Frank – Treasurer

Sue Baker
Bonnie Johnson
Esther Leadley
Cassandra Ploessel
MaryAnn Salisbury
Gary Shenck
Tom Williams

Grace Denniston – Vice Chair

DeeDee Hintz – Secretary

Eileen Banker
Gary Kent
Mike Paduchak
Mary RePass
Henry Smith
Pam Whitmore



NEWS FROM BONNIE

It has been a very busy time in the agency since the last newsletter, with many things happening! I want to thank all of the Head Start Managers, Leadership Team members, staff, Policy Council, Tina and all finance staff and other agency employees for the fine job everybody did to prepare for and survive the federal Head Start Monitoring review! Overall the results were very good! The areas needing to be improved are already being worked on and we will be a stronger program as we continue to grow and change. It takes so many dedicated people everyday to run all of the services we provide in the agency! Thank you for the work you do daily. It has been an especially difficult year for staffing in Head Start. We have had many unexpected events, illnesses and staff changes. All of you who have stepped up to different roles, helped out during an absence and adjusted your expectations (I think that would be everybody in Head Start actually) a great big, extra THANK YOU! What you have done means a lot to the children and families. I know that some people are counting the days until summer. We continue to operate the Infant/Toddler program all summer but it is a more relaxed pace for all involved with Head Start. For those of you who are off for the summer I hope you enjoy it! For those who are working I hope the months of July and August are a bit more relaxed as we carry out a smaller program and prepare for September. The pre-school Head Start (3 & 4 year olds) will begin serving children on September 20 (UPK will begin earlier). Everyone who is laid off will know their return date by June 4 at the latest.

Staff in all programs are adapting to change and new opportunities this spring:

ACT is preparing for their summer program and involvement in the parks program as well as conducting a group for girls at the Holley Youth Center and teaching health classes at Albion school.

CCR&R is doing all of the work they usually do (referrals, inspections, trainings, etc) and now doing extensive evaluation and making changes in order to become Quality Assured by NACCRRRA (the national association of CCR&R agencies). They have two great newsletters on the agency web-site (one for parents and one for providers) - take a look at what they are doing!

The Holley Youth Center has just been awarded a grant through Orleans Health Dept. to grow vegetables in 5 containers this summer. The materials, expectations, etc. will be given soon. We plan to have the Youth Center open during July and August and Deb and Alana are planning both fun and educational activities. Sue Defendorf has been hired as the Tutor and she really makes learning fun for the youth. Stop in to see them if you are in Holley during afternoon hours.

The Customer Satisfaction Survey is now being completed by all programs in the agency. The surveys are being compiled by the Statistics class at Albion High School and the results should be available for the next newsletter. I hope you all have a safe, relaxing summer...enjoy your families and take some time for yourself.....

Bonnie Malakie

Director of Children & Youth Services

PERFECT ATTENDANCE

January – February – March

Irene Balder
Sheila Colf
Carl Fields
Beth Helsdon
Randy Newbould
Sal Rodriguez
Kim Sucrese
Jim Watts

Mary Beth Bennett
Rusty Draper
Annette Finch
Lynn Homer
Deb Olivani
Sam Seager
Jill Taylor
Donna Woodworth

Lisa Boyle
Willie Drisdorn
Jennifer Forward
Kerry Jackson
Kari Powers
James Smith
Nate Varland
Heidi Wyant

Julie Clark
Tina Feldman
Michele George
Bonnie Malakie
John Read
April Stevens
Pam Wadhams
Joann Zajackowski

NEWS FROM ANNETTE

The board tour for all volunteers, staff, board members, and general public is scheduled for May 11th. and May 21st. bus will leave Community Action main office and Community Center in Batavia at 9:00am. Going to Eastern Orleans Community Center for coffee/donuts, then heading out to all sites, ending up at the Batavia Center for a lunch. Please contact me if you'd like to attend.

I attended the Empty Bowl event sponsored by the Albion School District where 7th. & 8th. graders made bowls to represent hunger in our community as well as in the world. Many people attended the event to purchase bowls for \$5.00 and enjoy soup. The students put together a wonderful power point about Community Action and are statistics on hunger. The proceeds came to Community Action for our food pantry, they raised \$1,069.00. This was a wonderful event and I'm taking this project to our Angels in Action conference in May

Debbie Whittier, from the Holley Center, met with an alternative high school in Rochester and placed a student at our center working Monday – Friday from 8:00am -10:30am. The school pays the student minimum wage and covers all insurance.

Holley Fire Department representative came to the Center and talked to participants about fire safety. We have a list of Senior Citizens who are in need of smoke detectors and will be purchasing them and will be working with the Holley Presbyterian Church Men's group to help install detectors in their homes.

CONGRATULATIONS TO:

Jackie DeMarco-Nutrition Specialist and the following Food Service Staff for receiving a perfect Child and Adult Care Food Audit:

Lisa Boyle-Albion Cook

Lisa Church-Batavia Cook and Lynn Homer Assistant

Terri Lee- Medina Cook and Beth Helsdon Assistant.

AND all the Teaching Teams for completing the paperwork accurately!!!!!!

Jackie is to be commended for her hard work and dedication to the Head Start program. You often do not see how much time, energy, AND HARD WORK IT TAKES to make the Nutritional services in the program run smooth and effectively. All of the Nutrition Staff work together as a TEAM along with the Teaching Teams to ensure that all of the elements of the Head Start program and CACFP guidelines are met.

KUDOS to all of you for receiving a PERFECT AUDIT!!!!

Laura Harvey

UPCOMING EVENTS

Watch for paycheck inserts

For more information on any of these events contact Annette Finch or Joni Dix at 589-5605

MAY – Community Action Month

May 17 – Appreciation Luncheon – American Legion

May 21 – Agency Tour

Leaves Albion and Batavia at 9:00 am

JUNE

June 18 – Agency Picnic – Elba Park

JULY

July 16 – Children’s Carnival – Bullard Park

AUGUST

August 8 – Annual Angels in Action Golf Tournament

DECEMBER

December 10 – Agency Winter In-Service – Hickory Ridge

ANNIVERSARIES – APRIL – MAY – JUNE

APRIL

Penny Miller – 04/08/1997
Lynn Homer – 04/02/2008

Debbie Whittier – 04/16/2001
Becky Kelley – 04/01/2009

Nathan Varland – 04/11/2005
Joe Wright – 04/13/2009

MAY

Willie Drisdorn – 05/04/1981
Julie McAdoo – 05/14/2001

Pat McCall-Small – 05/11/1998
Lisa Wittmeyer – 05/07/2002

David Laraby – 05/08/2000
Lisa Boyle – 05/01/2008

JUNE

Betty Grimes -06/03/1997

Salvador Rodriguez – 06/05/1998

Mary Pahura – 06/19/2006

QUOTES TO THINK ABOUT

**Every job is a self-portrait of the person who does it.
Autograph your work with excellence.**

(Unknown)

**Determination, patience, and courage are the only things needed to
improve any situation.**

Author Unknown

Welcome to SavingsNut.com™

SavingsNut.com™ is a free website that provides thousands of money saving tips and ideas and real-world budgeting advice on how to be frugal and save money on all your expenses, with only minimal lifestyle changes. The site is organized into 8 sections including **Shopping, Household, Transportation, Energy & Utilities, Travel, Health & Leisure, College & Wedding and Home Finance**. Click on one or more of the 40 saving categories to learn how to spend less and enjoy life more

~ Goodwill Committee ~
of
Community Action of Orleans & Genesee



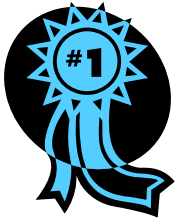
It's that time of year again! We have the happy task of recognizing employees and members of their families who are graduating from high school or college this year. If you know about any, please contact a Goodwill Committee member, so we can pass along a gift to help them celebrate their accomplishment.

Over the last few months, we've had the opportunity to help out several people who have had some serious illnesses and injuries; and, sadly, some who have had loved ones pass away. Our hope is that the gift these co-workers receive from the Goodwill funds will help lift some of the weight that they bear at these times. Below are the representatives of the Goodwill Committee. If you know of anyone who should be recognized or assisted in some way, please contact the representative in your area, so we can get an appropriate gift to them.

We would like to thank everyone for the donations we've received throughout the year. The funds received have been used to help fellow Community Action employees get through some **difficult** times. We were also happy to help celebrate new babies, graduations, new homes, and weddings. This is a wonderful program, and we urge anyone who is not a member to seriously consider becoming one. The donation can be any amount, with as little as .50¢ coming out automatically from each paycheck. If you're already a member, think about how much you're currently donating, and whether you could increase that donation. Even an increase of .10¢ a paycheck would help.

If you have any questions, or you would like to sign up, please feel free to contact any of the representatives below.

<u>Representative</u>	<u>Phone #</u>
Janet Foppes	343-3807
Amy Lester	589-5605
Judy Martino	343-7798
Pam Wadhams	589-5683
Margie Davies	798-2261
Sal Rodriguez	589-7700



IN SERVICE AWARDS

Volunteers of the year - Sharon Ladd – Orleans Jodi Gillett – Genesee

Vision and Values Award - The Vision and Values Award is presented to recognize someone other than an employee of the agency, who has exemplified the mission, vision, and values of Community Action through their service to our agency or other organizations in the community.

Jackie Hilobuk

Alicia Thiel

Agency Staff Awards and Recognitions

Perfect Attendance – This award is presented to employees who have been employed for the entire calendar year 2009 and used no sick time during the year. When I call your name, please come forward to receive your award. This year's recipients are:

Irene Balder	Ed Fancher	Carl Fields	Annette Finch	John Read
Sam Seager	Kim Sucrese	Nate Varland	Jim Watts	Heidi Wyant
Frank Yacono	Joann Zajackowski			

Achievement Awards – This award is presented to recognize staff who have accomplished the goal of completion of a degree or certificate program.

Kathy Scroger – Completed AAS degree Dan Carmichael – Completed AAS degree

Seniority Awards These awards are presented to staff who have reached a milestone in their careers at Community Action.

5 years of service Judy Martino Lynda Moore Nate Varland Cheryl Way

10 years of service Lisa Church Dave Laraby Edna Schramm

20 years of service Heidi Wyant

Employees with over 25 years

Mary Guzik – 26	Gary Elich – 28	Willie Drisdorf – 28
Laura Harvey – 31	Annette Finch – 32	Freddie Stewart - 33
Jim Watts – 33	Sherry Martin – 34	Beth Nesbitt – 41

Leadership Award - Diane Bruce

The Leadership Award is presented to recognize the efforts of an employee who has taken a strong leadership role in issues affecting low-income, elderly, and disabled consumers. This year's nominees are.....

Lisa Wittmeyer	Penny Miller	Laura Snell	Judy Martino	Lisa Friesen
Jim Soccio	Nancy Eastlack	Diane Bruce	Ruth Bell	Heidi Wyant
Jeff Atwell	James Smith			

Spirit Award - Freddie Stewart**Betty Grimes****Jenelle Boyd****James Willis****Joni Dix**

The Agency Spirit Award is presented to recognize employees who have promoted the mission, vision and values of the agency in a positive manner. This year's nominees are.....

Joan Mrzywka

James Willis

Freddie Stewart

Kim Sucese

Betty Grimes

Jenelle Boyd

Joni Dix

Jamie Fragnito

Lisa Church

Pam Hage

Ann Bartell

Laura Snell

Debbie Rothmund

Cathy Tracy

Debbie Olivani

Christi Robertson

Pat McCall-Small

Rookie of the Year Award - Randi Lang

The Rookie of the Year Award is presented to recognize an employee who reflects the mission, vision and values of the agency and has made a positive impact during their first year of service. This year's nominees are.....

Jill Taylor

Becky Kelly

John Read

Joanne Brothers

Deanna Johnston

Randi Lang

Sara Newman

Kim Gloskowski

Kerry Jackson

Patti Rupnig Award - Anne Clark

The Patti Rupnig Award is presented to recognize an employee who consistently provides service with commitment, professionalism, and dedication to the mission, vision, and values of Community Action. This recipient must demonstrate an honest and direct communication style, a just do it attitude, a willingness to go the extra mile to help someone in need. He/She is respected by the community and co-workers. This employee is willing to work with a variety of people and possess a loving and caring attitude.

This award is in memory of Patti Rupnig, dear friend and valued employee of Community Action, who lost her battle with cancer on September 13, 2002.

This year's nominees are.....

John Read

Betty Grimes

Margie Davies

Jenelle Boyd

Janet Foppes

Anne Clark

Freddie Stewart

Diane Bruce

Joni Dix

Sheila Colf

Directors Award - John Read

In 2004 we instituted the Director's Award to recognize one outstanding employee who the Director's team selects for special recognition. In choosing a recipient for this award we consider the following:

- Faithfully carries out the mission of the agency
- Exemplary attitude with clients, staff, and community
- Good attendance and work record
- Respected by staff and clients
- Friendly, personable and polite
- Exhibits respect to others, even in difficult situations
- Willingness to "go the extra mile"
- Is a Team player



The person chosen can be full-time or part time, and will have been noticed to meet the above criteria by all Directors', either directly or through input from others.