



BRIDGEWAY WEEKLY MONITOR

News Briefs from Human Resources

Dec. 31, 2009

REMEMBERING DAWN WEBER



Dawn Weber passed away Monday, December 28th. Dawn held the position of PSSII in the Monmouth office. Dawn was only 43 years old and was full of life. She was always upbeat and had a contagious laugh. I have spent a lot of time working in the Monmouth office with Dawn and it was always a positive experience. When I first interviewed Dawn I knew she would do a great job and she did. She wanted to work at Bridgeway because it was a Mental Health Facility and she had a family member who was mentally ill and Dawn wanted to help others. Dawn left behind 3 children, her boyfriend Kent, family, friends and co-workers. Dawn will be truly missed. Please say a special prayer for her family.

Hoover-Hall Memorial Chapel 900 N. Main Street Monmouth is in charge of services. Visitation will be Sunday, January 3rd from 1 – 4 p.m. Funeral service will be Monday, January 4th at 11 a.m.

A memorial fund has been established for the Weber Children Education Fund at Security Savings Bank, Monmouth. If you are interested in contributing to this memorial contact Janet Costin 309-345-3551.

Janet Costin

* * * The Monmouth Office will be closed Monday, January 4th from 10:30 a.m. to 1 p.m. * * *

IOWA HEALTH INSURANCE

KAHODS health insurance will remain the carrier for Iowa Bridgeway staff with 75% or greater FTE. Even though KAHODS still has the best rates available at this time their premium rates increased 17%. Bridgeway is holding down the costs by increasing the employer portion but finds it necessary to increase the employee rates. The plan year has now changed from November 1 to January 1 which means the rate increases will go into effect January 1, 2010. The rates are as follows:

Employee Only	\$ 55.00 per pay
Employee + 1 or more	\$305.25 per pay

If you are currently enrolled in the plan and wish to drop the insurance because of the rate increase, you have until January 6, 2010 to do so. You must notify Human Resources in order to drop your insurance and you must provide this request in writing.

If you do not currently have Bridgeway Iowa Insurance, you only have until January 6, 2010 to enroll. You must notify Human Resources

CONGRATULATIONS!!!!

Kewanee Residential has a new addition to our family. Congratulations to Bob and Rachel Shrum on the birth of their new son Payson Raymond Shrum, born December 22, at 9:57am. He was 7lbs 12oz. Congrats to big brother Karson too! Bob is a Community Support Specialist in Kewanee.

Ronadene Bogener, Youth and Family Service Director, has a new grandson. Ronadene's daughter Janet and her husband Tom are the proud parents of Charles William Nowicki. Charley was born December 20th at 9:30 p.m. Charley weighed 8lbs. 6oz and was 21 inches long. He was welcomed at home by his big brothers, Tommy, Joey and Vinny.

DEEPEST SYMPATHY

Deepest sympathy to Ruth Neuleib, Residential Assistant Kewanee on the loss of her father George Verplaetse. Vandemore Funeral Home in Geneseo is in charge of services.

BTS ACTIVITIES

From: Tom Colclasure

- The Galesburg workshop is assembling electrical components, performing time studies for additional electrical component assembly jobs, manufacturing plastic bags, and packaging orders for the Dick Blick Company.
- Reprogramming is being completed to accommodate new procedures and requirements for the contract to handle IL-1040 forms for the Illinois Department of Revenue. Applications are being reviewed for mail sorting. Please share with your family members and friends that we are taking applications at this time to recruit workers for the IL-1040 form mail sorting contract.
- The final preparations are being made to begin janitorial work for the Illinois Department of Employment office in Moline and the Illinois State Police office in East Moline. The two new contracts begin on January 4, 2010.
- We are investigating the feasibility of bidding on a NISH Prime Contract to be one of several agencies located throughout the country to provide confidential document destruction. NISH is a national nonprofit agency whose mission is to create employment opportunities for people with severe disabilities by securing Federal contracts for its network of community based non-profit agencies. BTS is registered as one such agency.
- The metal working shop is powder coating a sprint car frame and 2 sprint car wings.
- We are in the process of shredding 5 pallets of confidential documents for a local attorney in Macomb. Still more documents will be received during next week.

DRIVING SAFETY New Law – Beware!

Effective January 1, 2010 text messaging while driving in Illinois is illegal. Exceptions are if the person is pulled off on the shoulder of the road, or stopped and their car is in “park” or “neutral”. Bridgeway expects all employees to comply with the law while driving for work purposes.

Additionally, Bridgeway is extending this same expectation of not using cell phones while driving for work purposes unless everything is hands free. Dialing a phone number and texting are the same act and similar distraction. Phone conversations can be distracting so hands free phone calls should be limited. The exceptions for phone use are the same as for text messaging: if the person is pulled off on the shoulder of the road, or stopped and their car is in “park” or “neutral”.

Both of these expectations are to be followed by Bridgeway employees whether driving in Illinois, Iowa or any other state, for work purposes.

Bridgeway is concerned for the safety of all staff and consumers. Studies are demonstrating that the risk of accidents are higher and more serious when people text when driving than drinking and driving. So, be safe and wait until you are able to text or make phone calls with no distractions!

JOB OPENINGS

Program Support Specialist - Galesburg
Administrative Coordinator Iowa - Keokuk
Manager Bridgeway Janitorial Services - Galesburg
Therapist – Kewanee
Female Janitorial Associate - Bloomington
Day Program Assistant Trainer - Pekin
HCBS Team Leader - Burlington
Job Coach – Galesburg
Day Program Assistant Trainer – Macomb
Driver - Macomb
HCBS Outreach Worker-Keokuk/Burlington
Residential Assistants/MI – Kewanee & Galesburg (Pooled Position)
Residential Assistant/DD – Macomb & Pekin (Pooled Position)



Goals & RESOLUTIONS

For many of us, New Year's resolutions are grandly made and easily broken. Why? Because a resolution is just that – a decision. To make a life change, you need more than a decision. You need a plan. The plan is the guide to put your decision into action so that you can reach your goal. It's up to you to take steps to get closer to your goal. Learning how to set goals takes practice.

Setting a small goal, like getting up half an hour earlier in the morning so that you can get where you need to be on time, may be challenging – it just takes practice. After a few weeks or months, it will just be a positive habit. Knowing that you can make small changes can give you the motivation and confidence to tackle a bigger goal.

Setting realistic goals can lead to a healthier lifestyle and improved self-esteem. The temptation to make a New Year's resolutions can be strong, but you can set all kinds of goals at any time during the year. Pick a day that's meaningful for you – your birthday, your anniversary, your child's birthday, or any personal date.

Children also benefit from learning how to plan and reach goals. It helps them learn how to manage their time and make good decisions – skills that can have a lasting and positive impact on their future. Together with your child, set a healthy goal and create a plan! Working toward goals can improve your life in many ways. Once you've accomplished a goal, be it big or small, you'll know it can be done and you'll have confidence for your next goal.

The following tips can help you and your children successfully plan and achieve your goals:

- **Be specific.** When thinking about goals, be as exact as possible. People who set specific goals are more likely to succeed. For example, instead of saying that you want to save money, set a specific goal to save \$20 (or whatever your goal amount is) per week.
- **Put it in writing.** Write down exactly what you want to achieve and post it in a place where you will see it everyday. This will help remind you of what you're working toward. When you write, use positive terms. For example, instead of writing, "I will stop eating junk food" re-word your goal in more positive terms: "I will make healthy food choices."
- **Set realistic goals.** When you think about setting goals, make sure that they are within your reach. Be mindful of your finances, schedule, and other personal affairs. Remembering these important factors will help you set realistic goals. It's unreasonable to expect to make a lot of big changes at the same time.
- **Develop an action plan.** Create a timeline with steps toward your goal. Set deadlines for each step and cross them off as you go. Sometimes just crossing things off and watching your list get smaller can give you a sense of accomplishment and help you stay motivated.

- **Believe in yourself.** Stay positive about your progress. Share your goal with a friend and ask him to help keep your spirits up. To quote Henry Ford, “If you think you can or you can’t, you’re right.”
- **Be flexible.** Keep in mind that setbacks can happen. Don’t get discouraged and give up. Try again! Your hard work will pay off!
- **Ask for help.** If you get stuck or need a little encouragement, don’t be afraid to talk about it. You might be surprised what kind of support people offer.
- **Reward your self.** Acknowledge your achievements, even the small ones. Reaching a goal takes hard work and you should be proud of your efforts. Having clear goals and a plan can bring your family together and help you be healthier all year. All positive changes – tiny or drastic – can improve your everyday life. Make this New Year count and create a plan to follow through on your resolutions!

Source: www.Family.SAMHSA.gov

Courtesy of Wellness Proposals