

BRIDGEWAY WEEKLY MONITOR

News Briefs from Human Resources – March 28, 2008

THANK YOU

From: Vicki Lybarger

I want to thank all the Galesburg front desk CBO staff, Janet Costin and the Galesburg Substance Abuse team in their collaborative effort on the recent "Check in process" for substance abuse groups. This is a radical change for both staff and consumers and the process has gone off without a hitch. This is a true example of teamwork!!!!

MSDS ON BRIDGEWAY WEB SITE

A Material Safety Data Sheet (MSDS) is designed to provide both workers and emergency personnel with the proper procedures for handling or working with a particular substance. MSDS's include information such as physical data (melting point, boiling point, flash point etc.), toxicity, health effects, first aid, reactivity, storage, disposal, protective equipment, and spill/leak procedures. These are of particular use if a spill or other accident occurs. Thanks to Bob Fuhr (Operations Supv) and Derek Jones (Systems Developer), MSDS sheets for products handled by Bridgeway employees are now available off the front page of the Bridgeway Web Site.

ATTENTION TRANSAMERICA CANCER INSURANCE PARTICIPANTS

Within the last month, you may have received a notification from TransAmerica that premiums for cancer insurance would be increasing effective 4/1/08. Our agent for this policy has successfully negotiated a delay for the premium increase. Therefore, please be aware that your cancer insurance premium increase will actually occur effective 7/1/08. You'll first see the new rate on the 7/24/08 pay date.

TOWN HALL MEETINGS



Bridgeway Prevention provides technical assistance to two area groups, which are hosting Town Hall Meeting on Underage Drinking: the Knox County Substance Abuse Prevention Coalition Alcohol Task Group and the Kewanee Community Drug and Alcohol Task Group. There will be a panel discussion at each event, and Bridgeway Substance Abuse treatment providers will be participating. Following the panel, there will be time for community input.

Each group was selected by the State to receive \$500 from the Substance Abuse and Mental Health Services Administration to host this event. These two coalitions are among 1602 groups across the United States hosting town hall meetings between March 31 and April 4. Plan to attend one of the local locations:

- In Knox County-April 1, at the Knox Agri Center, 180 South Soangetaha Road, Galesburg. A light dinner will be provided between 6 and 6:30 p.m. (first 30 to RSVP by calling 309-342-5108), with the Town Hall meeting starting at 6:30.
- In Kewanee—April 3, from 6:30-8:00 p.m., at City Hall, 401 E. Third Street, Kewanee. A light snack will be provided.

POTLUCK LUNCH IN HONOR OF PAT SCHAEFER

The substance abuse team will be honoring Pat Schaefer, Substance Abuse Counselor who will be leaving Bridgeway on Friday, April 18, 2008.

So, please join us in honoring Pat's 11 years of dedicated service to substance abuse consumers on Friday, April 11th from 12-1pm. We will be having a potluck lunch starting at 12 pm. So, bring a dish and join us in the Payne Conference Room Galesburg for food, fun, and friends. Pat will be sadly missed by all who have had the opportunity to work with her.....thanks, Vicki Lybarger

Recovery Rocks! T-SHIRT ORDERS

“Recovery Rocks” is back but his year in a **Navy Blue T-Shirt for \$12.00 a shirt.**

Back by popular demand the **gray hooded sweatshirt is available for \$25 each.**

Please pay up front and place your orders with Amy Fort by May 1, 2008. We will wear the navy blue t-shirts to show our solidarity at the **May 14th** Mental Health Rally in Springfield, Illinois.

COMING. . .

Candis Wrenn, HCBS Outreach Worker Keokuk
Krysta Royer, Residential Assistant/DD Macomb
Kari Whiteman, Family Support Worker Pekin
Elanda Baker, Residential Assistant McKinley Residence Kewanee
Briana Smith Residential Assistant McKinley Residence Kewanee

Compliance Corner

by Mary Fran Freeman

CONSUMER SATISFACTION SURVEY COMPLETED

Thanks to all of you who have submitted your Quarter 1, 2008 Consumer Satisfaction Surveys! To those of you in outlying areas who are still gathering surveys, please fax the completed forms to the Macomb fax number (309-833-1531) as soon as possible or get them into the Courier mail so they will be in Macomb by next Wednesday.

Once we have them all we will submit all surveys to Data Entry Services immediately so that they can be entered into the data entry computer system and we can receive our survey's statistical information quickly!

Thanks to the consumers who participated in the survey and to the staff who managed the survey process!

BTS ACTIVITES

From Tom Colclasure

- The daily production quota for the Illinois Department of Revenue IL-1040 mail opening contract was an all time high of over 38,000 processed on Thursday. Congratulations to Lisa Svob, all of the workers on the production crews in Galesburg and in Macomb and to the people in the human resources department who have assisted with obtaining the workers we need. Even with meeting this new production level benchmark, we still need to continue to step up production levels even higher and continue to bring on additional workers.
- After a meeting this week with a representative of Methode, that company will consider utilizing BTS to assist with the “ebb and flow” of it’s production needs in the future as it’s workforce changes due to changes at the plant.
- The metal working shop is working on a wide variety of projects for individuals, local businesses and Bridgeway. An aluminum light stand was constructed for a local DJ, automobile seat springs, a go-cart frame, intake and exhaust manifolds, a motorcycle bike frame and sprocket and a tool box were sandblasted and powder-coated. A skid-steer bucket was rebuilt and another was altered.
- A site visit is being scheduled for next week by the Illinois Department of Revenue to visit our mail processing contract in Macomb and in Galesburg.

JOB OPENINGS

Rehabilitation Trainer – Keokuk, Iowa

Case Coordinator - Keokuk Workshop

Residential Coordinator - Galesburg

Employment Specialist – Kewanee

Nurse Clinician - Kewanee

HCBS Team Leader - Keokuk

HCBS Outreach Worker-Keokuk

Family Support Worker (Pooled Position) – Various Work Locations

Residential Assistants – Kewanee (Pooled Position)

Residential Assistant/DD - Macomb and Pekin

Residential Assistants, (Pooled Positions) – Bridgeway Residential Facilities