

THIS JUST INDIRECT

Volume 25 / April Issue



REMINDER: WE'VE GOT THIS.

We've made it, people! With the HERO Act Ending and Spring *finally* making an appearance, it would seem the worst is behind us...and BOY, was it the WORST...

We know – and agree – that we've had a couple (several) really challenging months. It's been stressful, physically and mentally draining, and just down-right hard – for all of us.

We just want to remind you that there is a light at the end of the tunnel and we're almost there!

THANK YOU for sticking it out with us through all this. Genuinely.

Thank you.

BUSY SEASON

We just wanted to give everyone a quick heads up that April is full of deadlines and audits for Indirect. While finance and HR want to still be available to you, please be patient with us as we wade through all the paperwork and reports this month. We will be back among the living in May, we promise. 😊

MARCH FUNDRAISING

Thank you to everyone who participated in this fundraiser! If you have bottles at your location, please deliver them to the Main Office in this next week for tallying. We will announce the winner in the next newsletter. Good luck!

"You do not find the happy life, you make it."

-Camilla Eyring Kimball



MARK YOUR CALENDARS

A date has been chosen for our Annual Employee Appreciation Day! Please reserve Friday, June 3rd on your calendars. (As always, this will be "blacked out" for General Leave/Personal Leave time.) Stay tuned: more details will follow in the next newsletter as we iron out all the wrinkly details.

MOVIN' ON UP

We would be remiss if we didn't mention a couple of promotions within our agency! Recently our Operations Specialist **Karen Meyer** has been promoted to Director of IT, and our Data Comptroller **Lori Lancaster** has been promoted to Administrator. She will be taking over our National Community Services and ACE/Medicaid areas once current administrator Donna Johnson retires at the end of this year. Please take a moment to congratulate them if you see them!

SENIOR COMPANION PROGRAM

Wayne County Action Program, Inc. is proud to announce that we have been awarded funding to provide the Senior Companion Program. This is a 2-year Demonstration Project funded through the American Rescue Plan designed to establish a successful ongoing program to provide seniors in, Wayne, Ontario and Seneca counties with much needed social interaction. Congratulations and GREAT JOB to **Rob Weaver** on this accomplishment and honor!!

THE RESULTS ARE IN!

We had a large number of people participate in the employee satisfaction survey – which is AMAZING! Thank you! In doing so, we feel we have a better understanding of your thoughts on what’s happening in the agency around you. Overall, we had 93.15% of people say that they receive personal satisfaction at WayneCAP, which is so great to hear. That being said, we know that nothing is perfect, and we can keep striving. We’ve already started to make some of the changes you suggested, such as:

1. Employee paystubs are now available in CPP on Tuesday afternoons, right after payroll is processed;
2. One less life insurance vendor to wade through at open enrollment.
3. More visits from Executive Management

We plan to make even more “upgrades” to make the employee experience as pleasant as we can, but we’re excited for the road we’re on. (If you have any more ideas throughout the year, you don’t need to wait until the next satisfaction survey – feel free to email your administrator, HR, or executive management. If you’re thinking it, chances are someone else is, too. We can’t fix what we don’t know!)

PETER’S POINTS

One of the benefits we offer for our employees is free and confidential counseling to our employees. The person who provides that service is named Peter. He sent over some tips to help relationships during this hard time. We want to remind you there IS an end in sight to this pandemic! As one of our benefits, WayneCAP offers free and confidential counseling for employees and their families. Please call 585-506-5187 or email ppontiu1@rochester.rr.com to make an appointment.

This month’s tip? “Laughter is the best Medicine”.

Learn to laugh at yourself and your silly mistakes. It’s just a job, not the end of the world. We work to live, not live to work.

WE DON’T KNOW IF YOU MISSED IT...

We just want to take another moment to point out the picture we chose for this newsletter (front page). APRIL is the National month of HOPE. How very fitting...Here are some Ideas on how to properly celebrate the Hope Month from nationaltoday.com:

- Spread some sunshine! Everyone needs a little hope every now and then so take this month as an opportunity to bring hope to someone and send a little sunshine their way. The good part about this is that it just takes a little effort to become hope-bearers.
- Don’t forget yourself! Hope is something that opens the heart, mind, and soul, but sometimes we tend to forget the power that hope holds. So take a deep breath and visualize a new situation.

SPOTLIGHT EMPLOYEE:



EMILY HOVEN

Family Peer Support Provider
Advocacy for Community Empowerment (ACE) Program

ABOUT EMILY:

“Hey team! My name is Emily Hoven and I work as a family peer support provider under the Advocacy for Community Empowerment Program, (Support for parent(s) with child(ren) up to age 21 who experience social, emotional, behavioral, mental health or developmental challenges. Family peer support assists families in navigating wrap around service systems. Services include an emotional connection that shows living proof of resilience and awareness) I have been with Wayne CAP since 02/20/2020. I aspire to help support positive growth within our community. My 8-year-old son is the light of my life. When I am not working you can find me in the woods, baking or antiquing/thrifting.”

SPOTLIGHT PROGRAM:

ACE (Advocacy for Community Empowerment Program)

ACE staff work in conjunction with other agencies throughout Wayne County to provide a person-centered approach that will engage, empower, and inspire individuals with choice options of care. Services are designed to optimally support mental/behavioral health and emphasize healthy living with the purpose of increasing the individual's overall well-being.

NEW FACES:

MARCH:

Julie Jensen – Head Start
Kimberly Howell – Community Schools
Tabitha Gams – Head Start
Anthony Hall – Weatherization
Misty Kopetchny – Head Start

Who Do I Call?

April 2022

Human Resource Director

Rosanna Roberson

Info. Technology Director

Karen Meyer

Your Administrators

rosanna.roberson@waynecap.org
315-333-4155 x3106

karen.meyer@waynecap.org
315-333-4155 x3208

Safety Committee Co-Chairs:
Lori Lancaster & Karen Meyer

All Benefit Issues inc./loan apps
Timecard & Payroll Issues
Clearance Issues
Policy development & implementation
Agency Newsletter
All PTO issues
HR Policy Information & interpretation
Worker's Comp Issues
Agency Insurance coordination
CPP maintenance issues
Incident Reports

Ordering NOT covered by Wx or HS/EHS/UPK
Computer/System malfunctions (*ticket required*)
Agency Website additions & maintenance
E-mail maintenance
System maintenance & back-up
Telephone system implementation & maintenance
Website Management
Facebook/Instagram/Social Media Management

Donna Johnson x3319
Grant writing issues
Potential Intern/long-term Volunteer issues
Ryan Robbins x3116
Health & Safety (OSHA) issues
In-house maintenance issues
Lori Lancaster x3110
COPA training, use & maintenance issues
Medicaid Compliance & maintenance
Stacey DeGross x3201
OCFS issues
Health & Safety Training

Vehicle Registrations and Inspections maintained by home Administrators

Please NOTE:

**The duties above DO NOT represent total job descriptions for each individual listed above.
They are simply the items that typically involve interaction with agency staff.**

If you are unable to reach someone immediately, please send an e-mail message & your contact will be returned ASAP.