

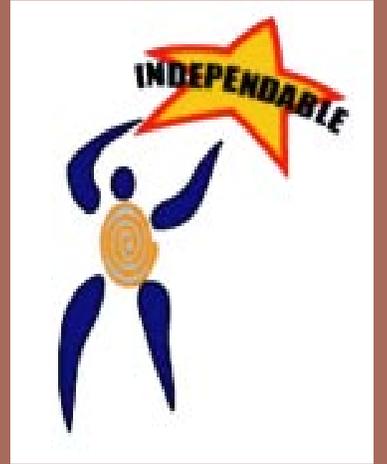
VISION

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

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

March 2005 Volume 9/Issue 16

Consumer Advisory Committee

The first meeting of the STEP Consumer Advisory Committee for hearing SLS was held on 3/14/05. This committee was formed to get advice and feedback about our service from the people we support. It was a terrific meeting with many ideas and great discussions. The current members of the SLS hearing Consumer Advisory Committee are Mary Davis, Deanna Gross, Debbie Moreno, Leigh Penney, and Jimmy Richards. The committee outlined several projects or areas they would like to be involved in such as the monthly new employee orientation, hands-on training for the staff who support them, regular and consistent house meetings, writing a column for the newsletter, and teaching a class to clients about managing their support staff.

The committee discussed their staff in great length, all of them saying they had great support and expressing gratitude for currently having a great team. They also expressed concern that STEP hires the right people because as Deana said it, "some people just don't care". They also said they wished personal attendants would see support as a career and not just a job. They weren't sure how to affect that level of commitment but they did think it was important to pay support staff well. Everyone agreed that it was difficult when their staff had to change for whatever reason and that at times they were truly afraid when getting a new staff. They talked about ways to be more involved in the training of their own staff. This training included SLS Coordinators who are new to them and they wanted to see some cross-training at that level. The group expressed concern for clients who may not be able to express their concerns themselves, and might not be able to speak up when their staff are not meeting expectations. The group would like to work on clarifying what they expect from their support team and have input on their performance reviews. Some of the committee members also said they needed help with balancing their need for assistance without becoming dependent on the people assisting them.

The committee will begin its work by reviewing the job descriptions of both the SLS Coordinator and Personal Attendant positions. If you have questions you would like to present at the Consumer Advisory Committee or know a consumer who might want to join us, please contact Melanie.

MELANIE BAZILE-FERNANDEZ

STEP STARS



S

Thanks to our SLS TEAM for always pulling together at critical times...We all know what those are!

Thanks to Londa Brock and Nikita Ivy for fill ins

A huge thank you to Sheryl Anne Jones for covering a weekend shift

Thank you to Dee Hill for filling in unselfishly and repeatedly

Thanks to Mariska Brinkley, Shelly Pina, and Sharon Jones for all their support with LaSheena during her difficult time.

Thanks to Veronica Avery and David Smith for your positive support with Joey.

Thanks to Robert Johnson, Sharon Jones, Linda Busher, Mike Jones, Sheryl Jones and an extra special thanks to Ray Smith for all your help with Jason K.

Thank you Thurston M. for being nice to Bobby Jean Smith when she wasn't feeling well

Thank you Bobby Jean Smith for all your hard work with Mary Davis. The house looks great

Thank you Jaimie Bellamy for helping Mary D get her cell phone.

Thanks to Carl Weidman, Mike Partee, and Sheila Howse- Motley for all your patience and hard work with Thurston M.

Thank you Geanina Copaciu for being flexible and working with our clients when needed

Thank you Renee Mikbel, Randy Cobb, and Jeff Thompson for all your creativity at the PA training

Thank you Melanie Bazile-Fernandez for the great Splenda cookies!

Big appreciation to Randy Cobb for pointing out a problem "glitch" in a database. Thank you for your keen observation!

Appreciation to the ladies who come in every afternoon to clean up our lunch messes & tidy up the office- Susan Thompson & Amy Neely..Thanks for all you do.

I appreciate seeing Sara Wombold and Nancy Morales out in the community with their weekend PA's, Jessica Miller and Dominick Adams

A big thank you to Lisa Thompson for covering Brians house and continuing to support him! Kudos to you!

Patti Uplinger for busting butt to get Lida G hired and ready to work at Gary's!

Thank you Jacquie Dillard-Foss for all your support and coaching

Thank you Sandy Goodsell for having lots of vomit bags available!

I appreciate Mike Baker for recruiting new employees to STEP company. Great job!

Thank You Tracy Taylor for contuing to work on your weekends off. Awesome:)

Thank you Katrina Parham for your involvement with the St. Patrick's party for the clients. WoW!

Thank-You Lynn V. and Sam H. for your full support with Atif crisis.

Special Appreciations to Tim, Bruce, Mike, Nick, Casey, Edward, and Katrina for your dedications with Atif. What a team!!

Thank you Charlene Rhodes for keeping me informed with calls... You are a saviour!!

Thanks to Sandy Goodsell for checking on me (Tim) after another chaotic day with a client. Thanks to Lynn for assisting me as well!

Thank-you-Heather c.M. & Anna S. for completing all of those mini ELP's for your Clients. and for all of your on-going hard work in your Dept. Way to go!

Thanks to everyone who has supported Atif from his Mother, Shahida.

Congratulations to Sam and Diana on becoming Respect class instructors!

P

Happy Birthday

Mario Zamudio 4/1
Brenda phillips 4/2
Ida Vaughan 4/2
Lisa Langley 4/3
Charles Hanncock 4/6
Paul Archer 4/7
Marianne Griffin 4/7
Randy Cobb 4/8
Tammy Smith 4/8
Jeanlina Austin 4/9
Travis Bonito 4/11
Amy Neeley 4/11
Sofia Pacheco 4/12
Shannie Elving 4/13
Janice jessie 4/14
Jennifer Gattrell 4/14
Lisa Thompson 4/14
Lee Frampton 4/15
Lynn Spradley 4/16
Jeremy Watkins 4/18
Cheryl Morales 4/18
Theodore Welsh 4/19
Joe Sanchez 4/19
Nicolas Cheek 4/21
Aaron Chalenor 4/22
Donald Sutton 4/23
Lucy Zamudio 4/23
Alejandro Barajas 4/24
Shelly Thompson 4/26
Patricia Benton 4/26
Julie Pina 4/28
Tammy Berg 4/29
Tracy Collier 4/29

CONGRATULATIONS
& HAVE A WONDER-
FUL BIRTHDAY!



Human Resources

Spring is here! As the weather warms up, please remember the dress code policies. They can be found on pages 5-11 through 5-14 of your handbook. The "fingertip rule" applies to shorts and skirts. It states that when you are standing with your hands at your sides, your shorts will still end below your fingertips. Also, remember to wear close toed shoes.

I am happy to report that there has been much positive feedback on the new dental plan we have this year. Please feel free to share with me what you are experiencing (positive or not) with the new dental coverage. We were optimistic that the service would be improved with the change, so let me know.

Thanks!

Patti Dixon

T

Society does not teach you to show **respect** (always),..... instead, society teaches you to **fear** and/or **control** what you do not understand.

Respect is one of many ways to **learn, to grow, to know!**

(some parts taken from a scene on "Soul Food" - the series.)

E



Look for more Human Resource information throughout this newsletter

S

ASK LISA

Q: Why do we have to have you sign the IHSS timesheets and not the clients?

A: Great question! As Staffing Coordinator at STEP it is one of my responsibilities to assure that IHSS hours are assigned to the proper STEP employees, and to verify that those assigned hours are actually worked. To enable me to do this all STEP employees that are on IHSS are required to bring their IHSS timesheets to me to be signed.

As requested by IHSS and or the client I "verify" (by signing the IHSS timesheets) that those hours are worked.

There are many reasons as to why it has been requested that I be the "Authorized Signer" these are a few reasons why:

- IHSS Caseworker has discovered in the past that staff were billing hours they were not working.
- Clients may be physically unable to sign.
- Clients may have had problems in past with understanding how IHSS works, and had staff billing hours they did not work
- Clients just don't want to deal with the hassle of IHSS.

Also, if I was not the "Authorized Signer" I could not call IHSS to assist "you" or the "clients" with any IHSS issues. IHSS will not discuss any IHSS matters with anyone unless they are authorized.

Hopefully, I have clarified what your & my responsibilities are regarding this question. If you have not been bringing your IHSS timesheets to me, now you know it is required to do so.

I thank you for your questions, and please, keep them coming!

Lisa Barrows

P

SLS -HEARING

S

The Hearing SLS unit has been busy with trying to hire new staff. Coordinators have been on the training rampage as we bring on those new staff. We have also retained a new client named Annie Miller. Welcome to STEP Annie!

Our unit will also be hiring a new coordinator as Jeanlina Austin moves on to attend to her own blossoming business. Thank you Jeanlina for all the hard work you put in with some challenging clients over the past year and a half.

We would also like to extend our condolences to LaSheena Johnson over the loss of her mother. Our hearts go out to you LaSheena.

Health & Safety

TopHealth Wellness Program Kit - Yours FREE - Loaded with ideas to help you promote wellness & the TopHealth newsletter program in your organization. Kit includes trainer's information, training sessions, monthly contest ideas, and support tools... memo samples, posters, evaluation forms... everything you need. Please go to

<http://www.oakstonewellness.com/PromoTrainingKit.cfm>

ACT Self-Advocacy Resource Network Memo facilitating a national dialogue among self-advocates and supporters and a clearing-house for materials and training that support self-advocacy.

Three Legs Make a Sturdy Stool

Here are three of the main laws that uphold the rights of people with disabilities.

Section 504 (1977) – Any program that gets federal money must give equal opportunity to people with disabilities.

IDEA (1983) – Schools that get federal money must give free and appropriate education to students with disabilities.

ADA (1990) – Employers, public services, and public businesses may not discriminate against people with disabilities.

Know your rights!

PAAC

Next Personal Attendant Advisory Committee Meeting: April, 25th, 2005 9:00 am - 11:00 am - Classrooms #1 & #2

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ILS

ILS Unit would like to welcome new clients to the unit. Please welcome Cynthia Yahuaca, Patricia Johnson, Pauline Ballard, Rene Ford, Leslie Sanford, Andrea Fox and Monay Winn. The ILS department is starting the process of looking into expanding services to the Yuba City/Marysville area. This is an exciting time. We have successfully expanded into the Eureka area. Jen and Sarah Nixon are doing a fabulous job up there. We are hoping to have the same success in Yuba City/Marysville.

The Parent Support Group will be meeting again on March 25th, 2005 at Carmichael Park between 12-3pm. The Great Easter Egg Hunt! The parents have become more involved in teaching monthly Parent Support Group classes. Some of the upcoming topics include, Child/Infant CPR, Positive Relationships, Fire Safety, where they will be visiting the Fire Department.

The assistant editor would like to apologize to ILS for the newsletter publication date being delayed this month. We regret any inconvenience this may have had on the above dates mentioned in your article.



Human Resources PARKING LOT SAFETY

- SPEED IS 5 MPH IN THE PARKING LOT
- THE ENTRANCE AT PALM AVENUE IS AN ENTRANCE ONLY
- THERE IS ONLY ONE WAY DRIVING THROUGH THE LOT, YOU MAY EXIT AT THE BACK
- IF YOU USE A HANDICAP PARKING SPOT, YOU MUST HAVE A PLACARD ON DISPLAY
- PLEASE PARK COMPLETELY IN A DESIGNATED SPOT, EVEN IF YOU ARE HERE "JUST FOR A MINUTE"
- NEVER PARK IN A RED ZONE, THOSE ARE FOR EMERGENCY VEHICLES ONLY

Many staff and clients are in the parking lot at different times, let's all work together to be safe!

Any articles, announcements, STARS, and resource information is welcome. The deadline for the next newsletter is 3/15/05.

Jen's Trivia Question:

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

LAST MONTH'S WINNER- Katrina Parham - \$10 Shell gas card

THIS MONTH'S QUESTION: Who made the statement: "The first of April is the day we remember what we are the other 364 days of the year."

NOTE: AN INDIVIDUAL CAN WIN ONCE EVERY 3 MONTHS.

The S.T.E.P. Safety Committee is looking for members. We are in need of a Deaf & a Hearing SLS Coordinator, a Deaf & a Hearing ILS Instructor, a Deaf & a Hearing PA, and a Deaf & a Hearing Client. If interested, please attend our next meeting: Friday, April 29th at the S.T.E.P. Office, or see Sandy Goodsell or Jen Jones for more info.

St Patrick's Day Dance

HERE ARE SOME HIGHLIGHTS FROM S.T.E.P.'s ST. PATRICK'S DAY PARTY HELD AT THE DANTE CLUB AS WELL AS SOME PICTURES OF OUR S.T.E.P. EMPLOYEES WHO DID NOT GET "PINCHED" THAT DAY! THANKS TO ALL WHO CONTRIBUTED THEIR HARD-WORK, TIME AND EFFORTS!



EVERYONE SEEMED TO HAVE A BIT OF THE LUCK OF THE IRISH!

STEP STARS..... continued



Robing McGurran would like to thank all who turned in mistakes on their paychecks on payday. It helps to speed up the process!

Jobina nativita- thanks so much for showing your movitation and caring toward sarah gee. Your hard work is important to us. Keep it up!

Sarah gee- your movitation toward america sign language has showed a lot of improvement and your chores around the house is awesome! Keep it up!

Nancy morales- thanks so much for your cooperative and your patience into doctor office. You have showed a lot of patience. Keep it up!

Valerie magby- your movitation toward work is important to us. Keep it up your hard work and your patience with other client/staff

Cheryl Dub- thanks for your patience with the hours in the morning with Scott Wirth and Alex Nero. Your patience is valuable to S.T.E.P..

Martha baxter- thanks for your patience and positive attitude around Scott. He appreciated you more each day

Scott Wirth- thanks so much for your patience with the difficulty we were having at day program and with the new staff at the house. Keep up your positive attitude!

Alex Diaz- thanks for your willingness to drive Alex Nero to his grandmother's house at a minutes notice. Your flexibility is important to us.

Diana miller- thanks so much for your supportiveness on our team 1. We are number 1!

Vinda- thanks for taking up extra hours at nancy's house. I appreciate your willingness

Dominic adams- thanks for recongized the medications at nancy's house. You're greatly appreciated!

Anna Shands, Doug Findlay and Heather Campbell: Michelle would like to say thank you for taking care of things while she was on vacation.

William Marks: Thanks for taking the initiative with Susan and cooking here in the office. She really appreciated it! Also, Thank you for figuring out Stellina's medication issues.

Charlene Beck: Thanks for staying so on top of things with your folks.

Diane Benton: Thanks for your ongoing support with Kim and her family through this very tough time.

Melani Rogers: Thanks for continuing to encourage Mai to get out and experience new things. He really is coming out of his shell!!



2005 People First of California Statewide Convention

Friday-Sunday June 10-12 at the Double Tree
Hotel in Sacramento

DDS is looking for a consumer to serve as the Consumer
Services Coordinator- a paid position.

Please see announcement attached to this newsletter

MORE HUMAN RESOURCES REMINDER

If you are "over - paid" on your paycheck, the correct thing to do is to "not cash" the check. Bring your check to Robin McGurran or Lisa Barrows. They will make you a new check. If you cash the check and you know you are being "over - paid" , among the other problems you may face, you will have some "discrepancies" with the amount of taxes taken out of your checks! This could lead to mistakes on your Tax Return!

ROBIN MCGURRAN



A fond good-bye to Bonnie Fuchs. She has left S.T.E.P. to persue other venues. Good-luck Bonnie and you will be missed!

Congratulations to Ayren Gabrielson who is now the S.T.E.P.'s new Office Manager !

Thank-you! to all the people who have been filling-in at the front desk. You all have been doing an excellent job!

HEALTH EDUCATION LIAISON PROJECT

Welcome to the first edition of the HELP Health Bulletin. The goal of the health bulletin is to provide wellness information and resources. If you have health information or content suggestions, please contact the Health Education Liaison Project Director, Jaimie Dillard at: jaimied@stepsite.com or (916) 679-1555 ext 103.

“Health Bulletin”



Dear Dr. Know:

I take care of someone who smells strongly of urine. This is a very nice person who takes showers but has a urine bag. What can I do to get rid of the smell? (Asparagus is notorious for adding a strong, distinctive smell to the urine

Mr. Odor

Hello Mr. Odor,

Your compassion for your client is evident in your letter. A strong odor of urine can be due to many things: INFECTION, DEHYDRATION, VITAMINS, FOODS. Suggest your client increase her fluid intake and think about the things she may be eating that influence the odor of urine (ASPARAGUS is notorious for adding a strong distinctive smell to the urine). If the problem persists or is accompanied by any other symptoms, see your Dr. for a urinalysis and further evaluation. To treat the urine odor, consider purchasing a perineal skin cleanser formulated to eliminate the bacteria which may be causing the odor and other household cleaning products specially formulated to eliminate odors

Dear Dr Know,

My client gets a lot of needle pricks (holes) in his fingers from doing diabetes tests. What can be used to help my client's fingers from becoming hard with painful callouses? Signed, Prickly

Dear Prickly,

Thank you for your compassion for your client. The American Diabetes Association suggests that individuals with Diabetes alternate fingers when performing blood glucose testing to avoid painful callouses. If this does not solve your client's painful problem, a special lancet cap called a “microlet vaculance” can be requested from your client's physician which can be used

sites suggested by your physician.

Spotlight on Health

NATIONAL NUTRITION MONTH® 2005

QUIZ

1. According to consumer research, which factor tops nutrition as the number one reason why consumers buy one food over another?
 - a. Packaging c. Taste
 - b. Preparation time d. Cost
2. In addition to walnuts, which of the following is another rich source of omega-3 fatty acids?
 - a. Peanuts c. Apple
 - b. Flaxseed d. Broccoli
3. With thousands of food items to choose from in the supermarket, most Americans regularly consume a wide variety of foods. True or False?
4. Which of the following foods has the least amount of calories per serving?
 - a. 1 medium apple c. 1 ounce cheddar cheese
 - b. 1 slice bread d. 4 large California ripe olives
5. How many servings of whole-grain foods should people consume daily?
 - a. 2 c. 4
 - b. 3 d. 5

CONTINUED.....

6. Beans such as pinto and kidney beans, split peas and lentils count as a serving of which food group in the Food Guide Pyramid?

- a. Grains c. Vegetable
- b. Meat d. Meat or Vegetable

7. Thirty minutes of moderate physical activity most days of the week can help prevent and control Type 2 diabetes. True or False?

8. Americans tend to underestimate the amount of food they eat by what percent?

- a. 25% c. 50%
- b. 40% d. 75%

9. Vegetarian diets are not appropriate for children. True or False?

10. Excess carbohydrates, not fats cause weight gain. True or False?

11. Eating a colorful variety of fruits and vegetables (red, yellow/orange, white, green and blue/purple) ensures you are getting a wide range of vitamins, minerals and phytochemicals to stay healthy and fit. True or False?

12. Washing with anti-bacterial soaps before preparing food is better than washing with regular soap and water. True or False?



Exercise for Life

Many of us struggle to stick with an exercise plan, below are suggestions from the familydoctor.org website to help us stick with it:

Choose something you like to do. Make sure it suits you physically, too. For instance, swimming is easier on arthritic joints.

- Get a partner. Exercising with someone else can make it more fun.
- Vary your routine. You may be less likely to get bored or injured if you change your routine. Walk one day. Bicycle the next. Consider activities like dancing and racquet sports, and even chores like chopping wood.
- Choose a comfortable time of day. Don't work out too soon after eating or when it's too hot or cold outside. Wait until later in the day if you're too stiff in the morning.
- Don't get discouraged. It can take weeks or months before you notice some of the changes from exercise.
- Forget "no pain, no gain." While a little soreness is normal after you first start exercising, pain isn't. Stop if you hurt.
- Make exercise fun. Read, listen to music or watch TV while riding a stationary bicycle, for example. Find fun things to do, like taking a walk through the zoo. Go dancing. Learn how to play tennis.

Eating Right

Eating at social events like parties, receptions and family gatherings, and other socials can be a challenge to your heart-healthy eating style. Since you can't control what is served, you may feel that you have no choice but to eat foods high in saturated fat and cholesterol. Here are suggestions from the National Institutes for Health to make your next social gathering less fattening:

At a buffet, look ahead in line to see what low saturated fat, low cholesterol foods are available. Fill up on low-fat foods and take only small servings of high-fat foods.

Bring a dish low in saturated fat, total fat, and cholesterol to a pot luck dinner. That way, you'll have at least one heart healthy item from which to choose.

At parties, focus on activities rather than eating. Sit away from the area where the food is being served so you won't be tempted to overeat.

Ask for help from your family and friends who know you are following a cholesterol-lowering diet. See if they will include some low saturated fat, low cholesterol dishes on the menu at gatherings.

Have a few ready answers to politely say no to high-fat foods. For example, "Thank you, but I couldn't eat another bite -- everything was delicious."

If you do eat too many high fat foods at a social event, don't feel guilty. Just eat lightly the next day and get back on track.

Jaimie Dillard