

# Shoptalk

December 2010

## Connie Whitley 2011 Artist of the Year



Congratulations Connie Whitley who has been selected by the Royal Tea Committee to be Artist of the Year 2011 for the Suzie Cappa Art Center. Connie will be honored at an open

house (date to be announced) and again at Suzie's Royal Tea on May 1, 2011. The painting below was created by Connie and was chosen for this year's Black Hills Workshop Christmas card. Blank note cards featuring this picture have also been added to our note card collection. If you'd like to purchase some, contact Sheila at extension 208. Proceeds benefit the art center.

Connie has attended the Suzie Cappa Art Center since 2004. She has a passion for painting and has shown her work at the Dahl Art Center, the Central States Fair, and many other venues. She has participated in theatrical performances and is a member of Outright Dance Theatre, a local mixed-ability dance company. She has also performed in bell choir and piano recitals. When you see Connie, please congratulate her on this very prestigious honor!



## BHW float wins at Festival of Lights



Congratulations to our fabulous float builders! The Black Hills Workshop's entry (above) won the Holiday Magic Award for Best Overall Parade Entry in the nonprofit category at this year's Festival of Lights Parade on November 27.

The float's theme was based on the 1993 Disney movie, *The Nightmare Before Christmas*. The 14-foot float (giant Christmas tree eating snake excluded) was the product of a collaborative effort of 22 incredibly creative and dedicated people. Thank you and congratulations to **Tom Kaiser, Richard Harrington, Ellie Altman, Paula Cross, Amber Massey, Michael Leithauser, Candy Phillips, Dustin McLaughlin, Heather Shelatz, Merrit Sell, Lissa Martz, Paula Kruse, Stacey Stoddard, Lori Clanton, Laura Simmons, Dick Perrett, Stephanie Wagner, Carole Lerdal, Jill Neff, Melissa Konrad, Lindsay McPeck, and Connie Melvin**. Thanks also to **Doug Meiron** for answering your phone on Saturdays, **Tammy Murner** for sharing your "toys," and **Brad Saathoff** for finding the money for this project.

*Published monthly for employees of BH Services, Inc.  
and Black Hills Workshop & Training Center.*

# Holiday Party

January 8, 2011

Ramkota

Doors open at 5:30 p.m. Cocktail hour with appetizers and cash bar followed by awards and entertainment. Drawing for large door prizes will be after the entertainment.



## *We're glad you're here*

### **BHW welcomes AmeriCorps volunteers**

A reception was held in the art center on November 19 to welcome our second AmeriCorps NCCC (National Civilian Community Corps) group of volunteers. This enthusiastic group of volunteers will be with us until January 27, working throughout the Black Hills Workshop to support people in activities. Please make sure to welcome them!

### **Congratulations Justine**

Congratulations Justine Ashokar who has been accepted into the PhD program in clinical psychology at Fielding Graduate University. Justine will be starting on-line classes in the spring. She is furthering her education as part of her new position as a Behavior Support Specialist with our agency.

### **Thank you**

Thank you **Brad Winter, Tammie Quinn, Chantil Wilkerson, Colleen Ronning, and Laura Smith** for your help in hosting members of the Rushmore Lions Club on November 10.

Dorothy Rosby

### **Tax Year 2010 W-2's**

IRS regulations require employers to distribute W-2s to their employees on or before January 31, 2011. To ensure timely distribution of this document through inter-office mail, please review your next pay statement:

- Is your name spelled correctly (as shown on your social security card)?
- Social Security number
- Address

Please notify payroll of any changes you may need to make by December 17. Please contact Marie Greenfield-Sahli, Payroll Manager by e-mail if you have any changes. You can reach Marie by email under marieg.

## **Lions Club International Informational Meeting**

**Larry Burkhead, District Governor, will discuss starting a Lions Club at Black Hills Workshop**

**Tuesday, December 7**

**6:30 p.m.**

**Training Room at RSC**

**The club will be open to employees,  
people served, and community members.**

**For information, contact,**

**Michelle Aman 718-6286**

**or**

**Chuck Henrie 430-8733**



## Want More Take-Home Pay?

Who doesn't? And Black Hills Workshop offers an easy way to increase your take-home pay without working more hours or changing jobs. It's called the Flexible Spending Program. Flexible benefits allow you to allocate salary dollars before tax is taken out of them, towards payment of medical, dental, and vision care, as well as, child care expenses. That means you won't pay tax on income you will be using to pay these expenses. Your net take-home pay will ALWAYS be higher with Flexible Benefits! Here's an example based on a \$24,000 salary:

### Cost Savings to you from using Flexible Spending Plan

Item Gross Wages	Without Flex Plan	With Flex Plan
Total Gross Wages	\$24,000.00	\$24,000.00
Flexible Benefits Plan Salary "Reduction"	0	3,000.00
Taxable Income*	= \$24,000.00	= \$21,000.00
Less Tax @ 28%	- 6,720.00	- 5,880
Sub Total	= \$17,280.00	= \$15,120.00
Plus Plan Reimbursement	+ -0-	+ 3,000
Take Home Pay	= \$17,280.00	= \$18,120.00

**\*This is the amount which would appear on a W-2.**

The person in this example brings home an extra \$840 each year because of their participation in the Flexible Spending Plan. By now you should have received election forms for next year's Flexible Spending Plan. Whether or not you choose to participate, these forms must be filled out and returned to Judy Condon at RSC by December 3.

If you'd like to learn more, Judy will be hosting an informational meeting on December 1, 9-10 a.m. to answer your questions about the plan and discuss changes in this year's rules. Sign up on Lotus Notes.



**Happy Holidays**  
**and**  
**Happy New Year**  
*from the Switchboard*

## Consumer Credit Counseling Classes

To pre-register call (605) 348-4550. All Classes are at NO CHARGE and, unless otherwise listed, are held in the Consumer Credit office at 2310 N. Maple.

Wednesday, December 1: **Credit When Credit Is Due**, 6:00-9:00 p.m., Lessons 7-12.

Wednesday, December 8: **Make Your Move...Guide to Home Ownership**, 6:00-9:00 p.m., Lessons 1-5.

Wednesday, December 15: **Make Your Move...Guide to Home Ownership**, 6:00-9:00 p.m. Lessons 6-9.

Wednesday, December 22: **Credit When Credit Is Due**, 6:00-9:00 p.m., Lessons 1-6.

Tuesday, December 28: **CheckWise**, 6:00-8:00 p.m.

Tuesday, December 28: **Credit When Credit Is Due**, 8:30 a.m.-3:30 p.m. Lessons 1-12.

Wednesday, December 29: **Credit When Credit Is Due**, 6:00-9:00 p.m., Lessons 7-12.



**Black Hills "Pancake" Workshop**  
*unlimited opportunity through quality pancakes!*

**Rushmore Lions  
Pancake Breakfast  
February 27, 2011  
8 a.m.- 2 p.m.  
Black Hills Workshop  
3603 Range Road  
Tickets are \$6**

## Shad on etsy.com

Shad Bebout and Taylor Nicolaisen uploaded photos of two of Shad's pieces of artwork to his "store" on etsy.com. Taylor says etsy is something like eBay, but the stipulation is that all items must be hand made. So far, Shad's photos have generated 200 views. Check it out at <http://www.etsy.com/shop/shadman515>.

## Good deals for Workshop employees

*Along with health insurance, the flexible spending plan, and vacation, there are many other benefits available to Workshop staff.*

### •Get a computer

Black Hills Workshop has a personal computer purchase program available to full-time staff who have been with us for at least one year and have approval from their supervisor. This program offers employees free financing for one year through payroll deduction. All purchases must be approved in advance. A personal computer includes the monitor, printer, and software to operate the computer. It does not include games, cameras, TVs, etc. The intention behind this program is to promote employee knowledge and skill in using the computer at work. Details and forms for this program are available through our business office.

### •Get in shape?

In addition to our current computer purchase program, the Workshop has now added exercise equipment. We value the health and well being of our employees and encourage everyone to find time for daily exercise in their life. This is an opportunity for you to purchase exercise equipment for your home interest free for one year. Details available at the business office.

### •See you at the movies

Black Hills Workshop/BH Services employees can purchase discounted movie tickets to both Carmike and Rushmore Theatres for \$7.50. You can purchase tickets from Ellen Sylliaasen at RSC.

### •WaTiki discounts

Employees may also purchase WaTiki Indoor Water Park tickets at a reduced rate of \$8. Normally the tickets run \$16.05 per person. You can purchase tickets from Ellen Sylliaasen at RSC.

**People 1st Meetings**  
You have a choice  
**Friday, December 10**  
at the BHWS in the Art Gallery  
At 1 p.m. to 2 p.m.

Or

**Saturday, December 11** at the Public Library  
At 11 a.m.-12 noon

Or

**Friday, December 17** at the BHWS Industries  
At 1 p.m.- 2 p.m.

**You only need to attend one meeting**



## **Heroes & Hardrockers Calendar**

**December**-School of Mines Students invited to BHWS Christmas Party and Dance.

**January 21**-Basketball game at School of Mines. Walking Tacos in BHWS Gym at 3 p.m. prior to the game. Game at 5:30 p.m. (more details to follow).

**February**-Chili Cook-Off at BHWS. This will be a fun event! Get your teams together now and come up with your best chili recipe. Prizes will be given for the best chili!! (More details to follow).

**March**-We will be participating in the Dublin Dash again! More information coming.

**April**-Spring Dance and Charity Event. More information coming.

If you have any questions, call Barb Volker at extension 335.

## **Special Enrollment Opportunity for BHWS and BH Services Employees**

On March 23, 2010, President Obama signed into law the Affordable Care Act which includes changes to health insurance coverage. This letter explains changes that may affect you.

Extension of Dependent Coverage to Age 26  
Previously, a parent was able to cover his or her dependent child only if he or she met certain criteria (such as being a full-time student). The new law now allows dependent children to remain on their parent's plan until age 26 regardless of student, marital or financial status or where they live.

If you have health care coverage with Black Hills Workshop, BH Services, or are eligible for health coverage with them, here's how you can add your dependent child to your plan:

If your dependent child lost eligibility or was denied health plan coverage when he or she turned 19 or was no longer a full-time student, he or she may now enroll in coverage. If you would like to enroll your dependent child under age 26, you may do so from December 1 through December 31, 2010. Coverage will be effective on January 1, 2011.

Note: If your dependent child is employed and eligible for health insurance through their employer, they may not be eligible to be added to your plan at this time. Please ask your employer whether or not your dependent can be added.

How do I enroll? Please contact Marie Greenfield-Sahli at 605-718-6251 for an enrollment form. When you have completed the enrollment form, please return it to Marie at RSC before the December 31, 2010 deadline.



**John Shoemaker**



## Zumba with KERRY!

Sponsored by  
The BHWS Health, Sport & Fitness Center  
At the BHWS Gymnasium  
Wednesdays from 4:30 p.m. to 5:30 p.m.

**LOW PRICE: \$3 per session!**

**Take advantage of this  
INCREDIBLE DEAL TODAY!**

For more information, call Joe at  
545-0561 or e-mail  
jburmeister@bhws.com

\*Please call or e-mail Joe if you plan on attending.  
IT IS IMPORTANT THAT HE HAS NAMES FOR  
DOCUMENTATION PURPOSES.

\*The class starts at 4:30 p.m.. Arrive early if it's your  
first session in order to sign the release/waiver of li-  
ability form.

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\*Bring water and a towel if needed. Adequate hydra-  
tion is paramount. HAVE FUN! Bring a friend or fam-  
ily member if you'd like!

## Something Happening in the Neighborhood

**D. Gene Mason**

It's a nice, snow white, brisk day in the neighbor-  
hood and we pray that your past month was warm and  
pleasant. Most of our activities have moved indoors  
for the coming months.

Our neighborhood Halloween party was the  
three f's; fun, food and fantastic. We had all nine  
neighborhood homes attending the festivities at the  
Canyon Lake United Methodist Church's Commu-  
nity Life Center. Forty people attended, including the  
ladies from our newest home, Black Gap. A quick side  
note, we had a staff meeting at the Black Gap home. It  
is a very beautiful home in a very nice neighborhood  
and I am excited about all the possibilities it will pres-  
ent for the beautiful ladies that live there. We had a pot  
luck supper with Witches Brew (homemade root beer)  
made by **Laura Young** and **Ranae Moller**, face paint-  
ing, games and great fellowship.

We want to thank everyone that helped and  
supported the annual Halloween party. All the pirates,  
zombies, superman, vampires and costumed staff  
had a wonderful time dancing and sharing time with  
friends from all across the workshop. I must mention  
the fact **Tiffany Bosanco** put her creative energy to  
work to create her bubble gum costume, which was  
voted best costume by the judges. Tiffany lives at one  
of the two Centennial homes and has contributed to  
our neighborhood with wonderful smiles and a will-  
ingness to help others.

**David Brooks, Steve Lanphere and Greg  
Solano** took on the responsibility of being the ushers  
for the Canyon Lake United Methodist Church. It is on  
a rotating basis and November 21 was their first expe-  
rience. Duties include handing out bulletins, helping  
people find seats, handing out friendship pads, making  
record of the number of people attending, taking up  
the offering and helping clean up the sanctuary after  
the service. A number of parishioners came up to them  
afterwards and said how wonderful it was to see them  
ushering.












Lastly, bowling is going very well. We are  
definitely the loudest group on the alley, if not, at least  
having the most fun. If you don't believe me, come  
watch on Thursday afternoons at 4 p.m. and see for  
yourself.

On this Thanksgiving Week, I am thankful for  
the many wonderful members of this neighborhood.

## 2010 WORK RELATED ACCIDENTS

**2010 |  
Accident  
Free**



		November work related accidents reported	November accidents requiring medical attention	November work accidents resulting in lost time	Total thru Nov 2010 work accidents reported	Total 2009 work accidents reported
BHWS Admin						1
Mfg/Production/Elderly cc:17					1	1
Kitchen						0
Sensory/Lettershop/Suzie Cappa					2	4
Hospital Contract					3	2
BHWI Admin		1			1	0
Production		1			1	0
Community Transitions					1	1
Community Homes					4	4
Concourse Enterprise Admin						0
DLT						0
Production					2	1
Edwards A		1			4	2
Edwards C					1	0
Edwards D		2			5	2
Enclave					7	5
Fir					7	12
Hampton		1	1		6	3
Indiana		1			4	3
Johns					4	3
Lacrosse					1	1
Maintenance					2	3
Mechanics					4	1
Minnesota					6	6
Parkview		1			2	2
Quincy					4	3
Resource & Support (Service Coord/Nursing/CSS)					6	4
RSC						0
Sitka		2	1	1	4	8
St Cloud						7
Wisconsin					9	9
BH Services Admin						0
Bandit Inn					6	3
Commissary					5	1
Custodial/Janitorial		2			12	18
Drivers (EAFB & OPC)						2
Offutt Commissary					9	10
Offutt Food Service					5	7
Supply Store						0
Switchboard						1
Base Information Transfer		1			1	
<b>Totals</b>		<b>13</b>	<b>2</b>	<b>1</b>	<b>129</b>	<b>130</b>

## Happy birthday

Kim Kringen	1
Lea Haisch	2
Martha Cook	3
Tara Gary	3
Heather Eyre	3
Sandi Dolly	6
Lacey Haukaas	8
Jamie Hanson	9
Brad Winter	10
Arlene Roemmich	11
Melissa Dodd	11
Tina Owens	12
Joe Burmeister	13
Joseph Allen	14
Carl Dixon	15
John Curtis	16
Nikolas Robinson	16
Cara Diaz	18
Mary Wheeler	19
Terry Wilson	20
Stephanie Reoh	20
Robin Madsen	21
Bronson Odle	21
B.J. Strand	22
Trena Garlick	22
Bob Kringen	23
Sara Pekny	24
Teri Alford	25
Gena Bradford	26
Paul Warren	27
Stacy Morman	28
James Crisp	28
Erica Effenberger	29
Karri St. John	29
Brian Munsell	29
John Geyer	31
Tracy Goss	31

## January

Keith Davenport	1
Kerry Yantes	4



## Welcome new employees

Tamira McMeekin	Community Transitions
Nicole Carrier	Indiana
Laura Simmons	St. Cloud
Alyson Anderson	Wisconsin
Heather Rahder	Hampton
Collins Provost	Minnesota
Heather Eyre	Wisconsin
Bronson Odle	ITS
Chenoa Jeannotte	Hampton

## Employment anniversaries

Heather Arnold	6 years
Katie Tibbets	4 years
Danny Ewing	11 years
Christopher Elia	16 years
Wendy Faris	19 years
Vince Horne	16 years
Taylor Nicolaisen	7 years
Janis Frank	6 years
Lila Reindl	26 years
Michael Curtin	1 year
Laura Smith	30 years
Gayle Steiger	30 years
William Jennerman	5 years
Rickie Cope	5 years
Todd Eckles	2 years
Desiree Derflinger	4 years
Lindsay McPeck	4 years
Leah Drummond	1 year
Timothy Ulrich	3 years
Brenda Bonham	3 years
Vandal Devries	3 years
Richard Frybarger	2 years
Bethany Coy	2 years
Jennifer Bachaus	1 year
Carrie Jacobson	1 year
Jessica Weinhaus	1 year
Elora McReynolds	1 year

# “B” Recognition Award



Name of the staff person you'd like to recognize: \_\_\_\_\_

Title of the person you are recognizing: \_\_\_\_\_

Department of area they work in: \_\_\_\_\_

What you'd like to recognize them for: Check the 'B' that applies with the example of the 'B' they demonstrated. Please be specific.

- For Being Respectful of Others
- For Being Accountable
- For Being Your Best (Their Best)
- For Being Supportive

Your name and title: \_\_\_\_\_

Your department or area: \_\_\_\_\_

Please send this form to Dorothy Rosby at RSC. Your nominee could be selected to receive the \$50 prize and be featured in *Shoptalk*. Feel free to make copies of this form for additional people you'd like to recognize.

# Preventing Pain During Holiday Shopping

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**Shopping on any given day** can be a tiring experience, but braving the malls and shopping centers during the busy holiday season is a real test of endurance that can drain both your physical and mental health.

Occupational therapists can offer tips to help you conquer the crowds, conserve your energy, and make holiday shopping more enjoyable.

## What can people do during the holidays to shop smarter?

- **Lighten up.** Don't carry a lot of heavy packages around. Make frequent trips to your car and use your trunk as a locker.
- **Lift and carry correctly.** Remember when lifting packages, especially heavy ones, to lift with your legs. Carry the load close to your body, and be sure it's balanced. If you can't comfortably lift a package, ask for help.
- **Avoid neck and shoulder strain.** When carrying a shoulder bag or purse, alternate shoulders. Consider carrying a backpack and use both shoulder straps to evenly distribute the weight.
- **Set limits.** Recognize your energy limits and plan accordingly. Don't overdo it, and schedule time to take breaks. Plan short shopping trips—don't cram everything into one day.

- **Drink plenty of water and eat balanced meals.** Stay hydrated and carry a water bottle as you shop. Eat small, frequent meals and lots of fruits, vegetables, and proteins. Avoid high-carbohydrate and high-sugar foods: They may give you a quick burst of energy, but they will leave you with plummeting blood sugar and more tired than ever.
- **Consider shopping from home.** Stay out of the stores altogether and shop at your favorite store Web sites. Most retail stores offer online ordering, or order from catalogs by telephone.



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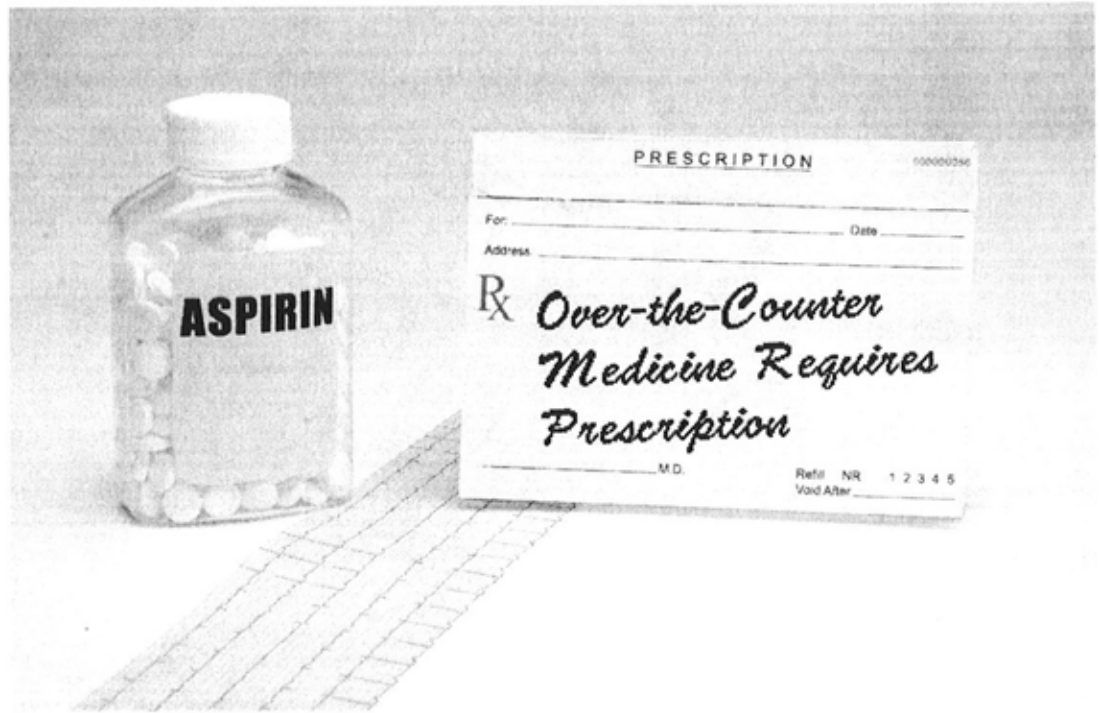
## Need more information?

Staying strong and healthy during the holidays is important to a person's overall long-term health. Occupational therapists and occupational therapy assistants are trained in helping both adults and children with a broad range of physical, developmental, and psychological conditions. Practitioners also offer clients

wellness techniques that may prevent injury and disease. If you would like to consult an occupational therapist, practitioners are available through most hospitals, medical centers, and community clinics. Contact your local health officials for more information.

**AOTA**<sup>®</sup> The American  
Occupational Therapy  
Association, Inc.  
[www.aota.org](http://www.aota.org)

# CHANGES HEALTH PLAN



**T**he **Affordable Care Act of 2010** created new limits on some workplace health plans. These plans include tax-free flexible spending arrangements and health savings accounts.

Typically, you are given the option to reduce your pay by a specified dollar amount and then use the amount to reimburse yourself for medical expenses. But you may want to prepare now for a change that goes into effect starting in 2011.

Here's what you should know.

### **Getting reimbursed for medicine**

Starting January 1, 2011, the cost of over-the-counter medicine will no longer be reimbursed through these plans unless prescribed by your doctor. If you or someone in your family has a medical need to use over-the-counter medicine, then you must get a prescription from your doctor.

### **Setting aside dollar amounts**

When planning how much money to set aside for your 2011 health spending, you should take this change into account. If you don't spend the entire amount because you didn't get a prescription for over-the-counter medicine you figured into your reimbursements, then you'll most likely lose the money left at the end of the plan year, or pay a penalty depending on the type of account.

**Find out more about changes to workplace health plans at [www.IRS.gov](http://www.IRS.gov).**

Information worth knowing.

