

Shoptalk

July 2011



Do you Facebook?

For one day only July 20, we need you to vote for Black Hills Workshop on Facebook to win a new Toyota van valued at \$35,000. Go to the Toyota Facebook page (www.facebook.com/toyota), look left to "100 cars for good," click in and ask them to remind you on Facebook to VOTE on July 20! We're competing against four other non-profits for the car, so we need YOU! If you aren't a "fan" of the Black Hills Workshop Foundation, become one and encourage all your Facebook friends to do the same before July 20. (<https://www.facebook.com/BlackHillsWorkshopFoundation>)

Local author donating proceeds to BHW

Local author **Sandra Brannan** will be donating proceeds from the purchase of her latest book, *Lot's Return to Sodom*, in the Liv Bergen mystery series to Black Hills Workshop. Donations will be for those books sold at a display at the airport during July and August. So when you take family and friends to the airport make sure they (and you) pick up a book for the flight!



Hampton hosts open house



Danny Early hams it up at Hampton's open house Saturday June 11. Connie Melvin says, "Thank-you to all the staff at Hampton who helped make our open house such a success! A special thanks to Paula Cross for her amazing planning skills, Richard Harrington for being such a sport, and Brian Pierce for being the popcorn man! Water balloons, surprise visits, good food, and great weather made it a wonderful time for all!"

Year-end memo

Get your paperwork in!

June 30 marks the close of our fiscal year. Please get in all receipts, mileage forms, recreation forms, invoices, etc. to Becky no later than July 5.

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



Power of B winner Jill Neff



Congratulations to this month's Power of B winner, Jill Neff. According to Connie Melvin who nominated her, Jill not only assisted an individual with revoking a Power of Attorney he no longer wanted, she also assisted the person to obtain legal aid to ensure the rightful return of his personal funds. "Talk about being an outstanding and tenacious advocate," says Connie.

You can find *B nomination forms* elsewhere in Shoptalk or on Lotus Notes. To locate, click on Agency Main; click on Staff (left-hand green buttons); then click on Staff Forms. Choose your location, choose B Recognition Award, launch the document and print. Send your nominations to Dorothy Rosby at RSC. Winners receive \$50 and their story will appear in Shoptalk.

New Lions Club meeting at BHW



Rapid City's newest Lions Club, Community Pride Lions Club, held their Charter Night and new member initiation on Saturday, June 25 at Black Hills Workshop. Approximately 30 new members

were inducted, and they would love to have more. The group is open to anyone. Initially, they plan to focus on the adopt-a-park program, fund raising for tornado relief, and collecting donated eye glasses for those in need. The club will meet once a month at RSC. If you're interested in joining Rapid City Community Pride, contact Joe Burmeister at 593-1144. To learn more about Lions Club, watch an informational video at the following link:

http://www.youtube.com/watch?v=8lfWnafzz_o

Welcome new employees

Stephen Martinez	CH-Allen
Matthew Watkins	CH-Allen
Hannah Swander	CHA-Black Gap
Theresa Week	CH-Centennial
Kristina Tsosie	Hampton
Alisha Allen	Parkview
Maranda Walter	Indiana

Black Hills Workshop welcomes volunteers

Summer has already brought us five new volunteers at Range Road. Rhianna Hoffman, Jennifer Hughes, Josie Bloom, Lissa Pendleton, and Lacey Uhre have all started volunteering at BHW in Sensory, Elderly, and the Art Center. Several of them will be floating between rooms, and I am sure they would love to help if you have a special assignment you could use help with. **If you need help contacting them, send the new Volunteer Coordinator, Derek Dalen, an e-mail at ddalen@bhws.com.**

Summer Picnic July 23 Cedar Canyon Camp

**Water slide, zip line, and paint ball
will be available.**

**Sign up on Lotus Notes
Agency Main, Staff, Staff Sign-ups**



BHW nursing influencing future medical professionals

Kimberly Tollman recently spent time with a Stevens High School student who has since decided to pursue a nursing degree at South Dakota State University. Kimberly and Black Hills Workshop were recognized for the effort.

According to Pat McDowell, this is just one of many ways the Black Hills Workshop nursing department works to educate future medical professionals about people with disabilities. She says for several years, they have worked with the University of South Dakota medical school to encourage medical students to be involved with us and get to know people with disabilities. And nursing students from Western Dakota Vo-Tec, SDSU and USD regularly shadow Black Hills Workshop nurses.

CONNECTED at the Bay Leaf

Marie Louise Tesch and friends are back with CONNECTED at the Bay Leaf. Original works will be on display and sale throughout July and August at the Bay Leaf Café in Spearfish. Along with other artists, several from the Suzie Cappa Center will also have work on the display. Artist Marie Louise Tesch, who coordinates the show, says, "Since the first exhibit, I've just let Brad Winter take over one wall. The collection is never disappointing." Black Hills Workshop staff Sue Sasso will also have work on display. There will be an artists' reception on Friday, July 8, from 5 p.m. to 8 p.m. Paintings and jewelry will be on display and sale throughout the months of July and August. The Bay Leaf Café is located at 126 West Hudson Street, Spearfish. Pieces below are by (upper left to bottom right) **Stephanie Wagner, John Summers, Shawn Bifulco, and John Summers.**



New job for Cory Jakeway



Congratulations Cory Jakeway on his new job at Tandy Leather Company where he waits on customers, cashiers, unloads trucks, and does inventory. Cory has been on the job since June 9. Employment specialist Kathy LaForest says Cory did a work trial for a few hours and then applied. Kathy says there are several incentives for employers to hire someone with a disability. Tandy Leather Company used the Work Opportunity Tax Credit.

People 1st Meetings

You have a choice

**Friday, July 19 at the BHWS in the Art Gallery
at 1 p.m. to 2 p.m.**

**Saturday, July 20 at the Public Library
at 11 a.m.-12 noon**

or

**Friday, June 26 at the BHWS Industries
at 1:00 p.m.-2:00 p.m.**

You only need to attend one meeting

Thank you

I would like to thank the nice folks in the **computer department** for their hard work and tireless efforts to keep our systems running!

Richard Harrington

To all **Hampton staff and people served!** I have enjoyed each of your unique personalities & you have 'blessed/enriched' my life more than I could ever express. I pray this isn't a 'Good Bye', but a 'Farewell' as I would love to see you all when I can."

Amy Kelley

Agency phones converted to Verizon

Thanks to **Chuck Conlee, Larry Thovson, Vince Horne, and the I.T. Department** for all of their help in converting our agency cell phones to Verizon. Their technological expertise was certainly appreciated in getting the cell phones activated and working properly! It was not easy, and Chuck put in a lot of hours and made many phone calls making the process happen. Thanks, too, to all the employees who use agency cell phones, for your patience. The dates for the actual transition from Alltel to AT&T then Verizon changed from month to month, day by day and hour to hour.

Because of this transfer to Verizon, **any employee who has a personal Verizon cell phone plan is now eligible for a 22% discount. (See attached flyer).** If you use the web site to sign up, (verizonwireless.com/getdiscount), which is the easiest, fastest way to do it, you must use your e-mail address from BHWS, so you can be identified as an employee. If you go to a Verizon Wireless store, you must take a pay stub with you, identifying you as a BHW/BHS employee. This discount applies to present Verizon customers, as well as for employees setting up a new Verizon personal account.

Janice Arnio

Housekeeping help?

BH Services provides housekeeping services to people served, staff or the public. Contact Dawn Wozna 718-8423 for more information or references.

It is not too late to join !

Meetings weekly on Tuesday's 12:00pm
and Wednesday's 7:30am
at RSC

WeightWatchers at work

email Elizabeth or call @ ext 262
for more information!



John Shoemaker

Congratulations

Congratulations **Michele and Mitch Benda** on the birth of daughter Molly on June 3.

Congratulations **Brad Saathoff**, who was elected the NISH Northwest Region representative to the National Council of Work Centers at the NISH conference in May. Brad was also selected by the Governor's office to serve on the Medicaid Solutions Subcommittee Task Force to find long-term solutions for the state of South Dakota.

Congratulations **Ron Sasso** on being elected to the Rapid City Council.

Congratulations to **Karrin Rolfstad, Dave Pigott, Katie McOwen, Heather Morris, Shad Bebout, and Rachel Grant** who have been selected for the next performance of Outright Dance Theatre. There are 25 community members helping out with this performance as well.



Zumba at BHW

Mondays, 4:30- 5:30 gym or sensory

Wednesdays, 4:30-5:30 in the gym

Saturday 8-9 a.m. gym

\$3 per session!

Punch cards can be purchased for \$27 and can be used at all classes. Zumba is open to staff, people we support, friends, and family. For info, call Kerry Fitch at 484-1040.

Person Centered Thinking at work

The leadership team at Edwards C noticed they were not getting much feedback from the team during the monthly staff meetings. They would talk about concerns, but when they asked staff for other concerns, nobody would say anything. Later, leadership would hear through the grapevine about things that the support staff was upset about. Also, the people who brought up issues, would often bring up the same issue every meeting without any ideas on how to work through the problem. That's when the Edwards C team started using **What's Working/What's Not Working** and the **4+1 Questions** to find issues staff were having, but weren't comfortable saying aloud. The team was then active in finding ways to solve the problem, rather than just talking about it with each other.

At the start of the meeting, staff are given six small pieces of paper and three stickers. They write three things that are working and three things that are not working and put them in a bowl marked accordingly. The group then goes through the bowls and lists all of the ideas on a flip chart, combining any like ideas. Each person then goes to the list of What's Not Working and puts their stickers on what they feel are the most important issues. The team celebrates all of the things listed as working and then develops action plans for the three issues that have the most stars next to them. These action plans consisted of detailed "who", "what", and "when". The team uses 4+1 Questions to evaluate how the action plan worked and what the next steps are at the next meeting.

The team has used this method for every meeting for a year. They saw that they were becoming more productive in advocating for the people supported and worked better with each other. People who often did not voice their concerns were now able to do so without having to speak in front of everybody. Several processes have changed since we began using these tools to address issues. Support staff were also able to see that sometimes the burning issue they had was only an issue for them. They were able to see other staff member's points of view and move forward.

The Edwards C team now only uses this method quarterly to review since that team has become more open with each other than they were before. This process remains a great way to get information from new team members and as a system of checks to make sure the team is being productive.

(Send your Person Centered Thinking stories to Carie Diro for possible inclusion in a future newsletter.)

OT Outlook

Is Assistive Technology Needed?

Pam Ekberg

Assistive Technology refers to the use of technical assistance to enhance a person's ability, comfort, and/or function through technical assistance. Adaptive technology is appropriate for improving function for a range of small individual tasks (i.e. tying shoes) to large, complex, total-system problems involving many tasks (i.e. living independently with a severe disability).

Assistive devices can be any piece of equipment that increases ability or function. They can be low-tech (i.e. drinking straw), high-tech (i.e. computer), medical (i.e. oxygen), or mainstream consumer products (i.e. can opener).

Assistive technology intervention can be any service or assistance that selects an assistive device or improves the use of current assistive technology to meet a person's needs or goals. It might involve training in better device use, alternative strategies for use, or better configuration of the device. The intervention may take from a just few minutes to several months. But each process will be individualized to best meet the individual's need.

Assistive technology practitioners or clinicians can be physical therapists, occupational therapists, speech and language pathologists, rehabilitation engineers, vendors, or direct support professionals with assistive technology interest and training who work with individuals with disabilities. Often a number of professionals with different areas of expertise must coordinate to achieve a comprehensive solution.

There are several processes involved in providing assistive technology to an individual. Whether formally or informally completed, these processes include:

- Identification of the need
- Measurement of physical and functional abilities
- Description of the functional tasks to be performed
- Comparison of abilities to task demands
- Determination of whether a device is indicated
- Establishment of device criteria and device selection
- Design or selection of device
- Evaluation of assistive technology effectiveness

Following is an example of this process for a simple task of eating a meal

1. Need: An individual with a disability is unable to feed self in the standard manner.
2. Measurement of Abilities: Assessment of physical strength, range of motion, coordination, cognition related to self-feeding; may require clinical evaluation by OT, PT, Nurse, etc.
3. Description of Task: Tasks involved include bring food to mouth with or without use of utensils, chewing, swallowing; description of foods eaten.
4. Compare Abilities to Task: Abilities in use of utensils, chewing, swallowing different foods.
5. Determine if Device is indicated: Are there devices that can bring the individual's capability up to the demand of the task? (Positioning, use of utensils, cognition.)
6. Establishment of Device Criteria & Selection: Which device can best do the job? Is a formal clinical OT or other evaluation needed?
7. Design Device: Use a commercially available device or adapt or design a new one.
8. Evaluate Effectiveness: After training and implementation of use, evaluate if the individual's abilities now meet the needs of the task. Are changes needed?

Calendar

BHW Golf Classic-July 18

Employee Picnic-July 23

YMCA Corporate Cup-Sept. 29

Recognition Gala-November 5



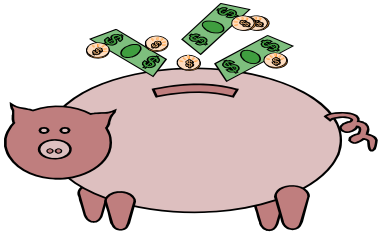
**Black Hills Workshop
CanDu Week
August 13-22**

Be watching for details!

2011

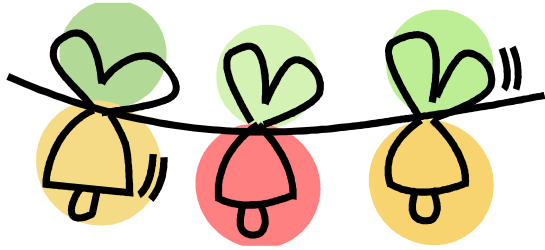
WORK RELATED ACCIDENTS

Requiring medical attention



**Invest in
tomorrow.
Practice
safety
today!**

		June accidents requiring medical attention	June work accidents resulting in lost time	Total thru June 2011 medical attention claims	Total 2010 medical attention claims
BHWS Admin					0
Mfg/Production/Elderly cc:17					1
Kitchen					0
Sensory/Lettershop/Suzie Cappa				1	1
Hospital Contract					1
BHWI Admin					0
Production					0
Community Transitions					0
Community Homes		1		3	2
Concourse Enterprise Admin					0
DLT					0
Production					0
Edwards A					0
Edwards C				2	1
Edwards D					0
Enclave				1	0
Fir					3
Hampton				1	3
Indiana					1
Johns					0
Lacrosse					0
Maintenance					0
Mechanics				1	1
Minnesota				3	3
Parkview					0
Quincy					3
Resource & Support (Service Coord/Nursing/CSS)		1		2	4
RSC					0
Sitka					2
St Cloud				1	0
Wisconsin					5
BH Services Admin					0
Bandit Inn				1	2
Commissary				3	2
Custodial/Janitorial		1	1	6	7
Drivers (EAFB & OPC)					0
Offutt Commissary		1		3	6
Offutt Food Service					1
Supply Store					0
Switchboard					0
Totals		4	1	28	49



Happy birthday

Renate Smith	1
Maryann Blanchard	2
Ricky Schneider	2
Richard Harrington	3
Tracy Glasford	3
Becky Jandahl	5
Sarah Salazar	5
Jackie Smith	6
Renae Wilkerson	6
Janice Arnio	7
Lila Reindl	7
Esperanza Schneweis	7
Ellen Sylliaasen	9
Melissa Myers	9
Kathleen McGee	10
Laura Cuthbertson	10
Jean Jackson	12
Rickie Cope	12
Julie Davis	13
Anthony Arbuckle	14
Robert Matthews	14
Margaret Dickey	14
Linda Jewell	15
Jocelyn Witt	16
Katie Tibbetts	17
Carley Wang	19
Jill Jones	19
Jaycee Reber	20
Donna Hilton	21
Karie Thompson	21
Jennifer Garcia	23
Kendra Clavadetscher	23
Gary Lawler	24
Rich Maxwell	25
Larry Meendering	28
Jessica Garro	29
Grant Wooten	29
Brian Boesen	30
Shirley Kiley	30
Tiffany Shebeck	30
Jennifer Trewatha	31

Employment anniversaries

Diane Bartlett	9 years
Colleen Fines	2 years
Annette Christman	7 years
Ella Burmeister	11 years
Joe Burmeister	14 years
Laura Christensen	19 years
Mary Jenniges	9 years
Robert Harned	7 years
Melissa Konrad	8 years
Elizabeth Lehman	5 years
Larry Meendering	22 years
Rich Maxwell	14 years
Pam Nelson	19 years
Edith Marie Sheppard	15 years
Stacy Morman	19 years
Renae Wilkerson	11 years
Isaac Cooper	13 years
Andria Wade	6 years
Donna Henderson	4 years
Martine Kesteman	4 years
Jill Neff	4 years
Kayla Vickerman	3 years
Kelli Oborny	2 years
Tina Kempf	2 years
Connie Houchell	1 year
Ravonna Schryvers	1 year
Rebecca Osmera-Knutson	1 year
Linda Jewell	1 year
Ranale Wiseman	1 year
Don Bailey-Meier	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 Resby 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.



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Black Hills Workshop and Training Center

You may be eligible for exclusive employee discounts from Verizon Wireless* —America's Largest and Most Reliable Wireless Network. Take advantage of discounts on your monthly Calling or Data Plan, phones and accessories —exclusively for employees of your company. Get started today.

Have a work email address?

To register your line for your employee discount, follow these simple steps:

- Go to verizonwireless.com/discounts
- Enter your work email address and select "Check for Discounts."
- You will immediately receive an email. Click the "Get Started" button in the email to continue the registration process.
- Click on the "Register Your Line" link in the "Existing Customers" section under "Enroll".

Don't have a work email address?

- Click on the "I do not have a work email address" link.
- Complete the Discount Eligibility Form by entering your business location into the fields provided to generate a Register Your Line form.
- Click "Next" and print the form that appears.
- Attach a copy of your pay stub/work ID badge to the form and fax to the number listed at the top of the form. To ensure your request is processed without delay, please complete all required information and make sure information is legible.
- Your information will be reviewed, and if approved, your discount will appear in 1-2 billing cycles.

We appreciate your feedback. Log on to verizonwirelessurvey.com and let us know how we're doing.

CALL 1-800-922-0204

CLICK www.verizonwireless.com

VISIT www.verizonwireless.com/getdiscounts

Employees Discount

22%

Your Discount off of your Monthly Access Fees. 2-yr. line term on eligible Calling Plans \$34.99 or higher required.

