



# A View From The Hill

DECEMBER 1, 2013

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## From The Director

### The Henderson Building roof



Did you know that the SWVMHI Henderson Building is a Virginia Historic Landmark? It is also the oldest building in the DBHDS still in use. As such, you can imagine that it needs attention from time to time. The General Assembly allocated Capital Improvement funds to repair and rebuild the seven original chimneys, to replace the slate roof, and to repair the asphalt roofs including the porch roofs. Finally and most excitingly, a new dome will be built, then assembled on site. After the old dome is lifted from the top of the building, a second crane will replace it with the new dome. We look forward to a new roof and no leaks!

### Great Teamwork!

Thanks to everyone who assembled and bid on the 19 baskets to benefit the CVC. There was some hot competition and a total of \$788 was raised to benefit the Commonwealth of Virginia Employee Emergency Assistance Program. We are having a great year and remember, you can still donate to CVC through December 31.

Speaking of **teamwork** - remember that each of you can take the **initiative** to nominate a co-worker for an Employee Recognition award. Please see the article on page 10 for more information. The [nomination form](#) can be found on the facility Intranet. (**Please note** that the form must be accessed from a COV computer at SWVMHI. You will not be able to access this form from your home computer.)

You can **make a difference** for the individuals we serve by participating in the Rehab Department's "Organic Artistry Extravaganza" on De-

ember 5 from 1230 - 1600 hours. Donations of cakes, pies, cookies, bread, etc. are needed for the bake sale. All proceeds from the bake sale and items made by the individuals we serve, as well as other items donated for the sale, benefit Operation Santa Claus.

We'll see you at the annual **Christmas meal** on December 19. You will want to check out the menu and serving times on page 8. I want to express a special thanks to Food Service Director John O'Keefe and the excellent Food Service staff. You are cheerful, willing givers, who epitomize the SWVMHI Values. We couldn't do it without you.



~ Cynthia McClaskey

### Hidden

There is a candle hidden on every page in this edition, just like the one pictured here. Can you find all 18 of them?



# Socializing Without Demoralizing

People who are not comfortable in their own skin and who have insecurities will often pick apart others in order to feel better. And unfortunately, this can sometimes include us. It is not pleasant to be the victim of gossip. Gossip and talking about others behind their back are behaviors not in keeping with a number of SWVMHI Values. Although gossip may try to hide itself under the guise of the Value of Communication, gossip and talking about others behind their back are better thought of as socializing by demoralizing. This is hardly a value about which to build a strong organization (or strong character).

Gossip and talking about others behind their back conveys something about its



speaker. It is rare that the speaker of gossip is trusted. After all, if a person will talk about another person behind their back, surely they will talk about us under the right circumstances. Trust, honesty, and compassion are inevitably eroded. This is not good. This is not in keeping with the SWVMHI Values.

Gossip and talking about others behind their back act as crutches for a speaker who may feel crippled in social situa-

tions. It is important to help the speaker of gossip find more constructive ways to communicate in social settings. It is important to resist the urge to join in the practice of socializing by demoralizing. Our day-to-day leadership in refusing to engage in gossip and talking about others behind their back can be a godsend. We can model appropriate socializing skills, and in so doing, help others to increase their abilities to socialize instead of demoralize.



~ James Moon, Ph.D.  
Psychology Supervisor

## Seasonal Tips



Whatever holiday you might celebrate during the month of December, we want you to stay safe and have fun. Here are ten tips to help you out during the busy days ahead:

1. **Buy safe toys.** If you plan to buy toys for children, be sure to choose age-appropriate toys and look for labels with safety advice. For young children, avoid toys with small parts, sharp edges, and electric toys that can heat up. You can also get additional toy safety tips from the consumer [Product Safety Commission Website](http://www.product-safety.com).
2. **Celebrate on a budget.** The holidays can be expensive, but you don't have to break the bank to celebrate. Take a few minutes to decide how much you can afford to spend on gifts, travel, parties, decorations, and other holiday expenses. Then, keep track of your purchases, whether you buy in store or on line.
3. **Give the gift of service.** Sometimes, the greatest gift you can give to others is service. Studies show that reading to a child just three hours per week significantly improves his or her reading skills. If you help out at a local soup kitchen or food bank, you are directly providing meals to hungry individuals.
4. **Find seasonal employment.** Even in a tough economy, businesses need extra help around the holidays. Seasonal employment can help supplement your income. Just be sure to complete an outside employment form before starting any other employment, and make sure your supervisor approves it!
5. **Get through the holiday blues.** The holidays aren't joyous for everyone. This time of year can bring stress and feelings of loneliness. Exercise, focusing on positive relationships, and doing things that you find rewarding can help with depression.
6. **Be safe and save money with LED lights.** Electricity bills can grow during the holidays if you decorate with strings of lights. Consider switching to LED (light-emitting diode) holiday lights to save energy and money. In addition to the cost savings, LED lights are much cooler than incandescent bulbs, reducing the risk of fires.
7. **Pay attention to food portions and physical activity.** The holidays are a wonderful time to celebrate with family and friends, but celebrations sometimes involve over-indulging in sweet treats and heavy foods. Even if you only gain one or two pounds during the holidays, these gains can add up over the years. The holidays are not the ideal time to try to lose weight, but you can take steps to maintain your weight. Visit [ChooseMyPlate.gov](http://www.choosemyplate.gov) for tips on how to enjoy your holiday food and maintain your weight.
8. **Pack for hassle-free air travel.** You can get through the airport security line faster by traveling with unwrapped gifts and following the 3-1-1 rule when carrying liquids. Visit [TSA.gov](http://www.tsa.gov) to find out more information about air travel with food and liquids.
9. **Reduce holiday waste.** The holiday season includes many opportunities to reduce waste, recycle, and reuse items. Did you know that about 40 percent of battery sales occur during the holiday season? Consider buying rechargeable batteries this season. Visit [EPA.gov](http://www.epa.gov) for more ideas on how to reduce waste, save money, and help the environment.
10. **Keep food safe.** Holiday buffets are convenient ways to entertain a crowd, but leaving food out for long periods of time can invite bacteria that cause food-borne illness. For food safety tips, visit the [Food Safety and Inspection Service website](http://www.foodsafety.gov).

~ [www.usa.gov](http://www.usa.gov)



# Rehab Department News



The trees are almost bare and snow flurries have been in the forecast. Daylight savings time changes make for shorter days and longer nights.

Fall items are currently 50 percent off regular price. Come on over to the bottom floor of the B Building and get your holiday shopping done.

The AAA/T Program continues to grow and develop. The addition of the AAA/T Pet Grooming group will be a vocational paid group and will provide individuals with the opportunity to learn about the proper care of pets while earning money.

Break week was held from October 28 to November 1, 2013, to give the individuals we serve a chance to rest and provide time for the CRS staff to reevaluate group schedules. Minor changes were made to better serve our individuals. New groups, such as, Cinematic Reflections and AAA/T Pet Grooming were added to the schedule.

Regional Consumer Empowerment Recovery Council meeting was held on November 20, 2013, at Hungry Mother Lake. Representatives from the facility were in attendance. Handmade Christmas ornaments were prepared for an ornament exchange to be conducted during the December meeting.

Several staff members from Southern Virginia Mental Health Institute visited and toured the facility and CRS areas on November 20, 2013. The tour went very well.

Treasure Seekers held its grand re-opening on Tuesday, November 5, 2013. There is a wonderful assortment of handmade ceramic items, Christmas items, clothing, and woodcrafts. All

The Rehab Department hosted a Thanksgiving event on November 21, 2013. The individuals we serve were encouraged to attend and enjoy such activities as Toss the Turkey and Thanksgiving slopes and were provided yummy snacks such as pumpkin and apple pie.

The Rehab Department said farewell to our Director, Phillip Ward, on November 27, 2013. We wish him the best in his future endeavor. He will be greatly missed.

~ Sheila Thomas,  
Rehab Specialist

# First Aid Tips -- Hypothermia



My goodness, the weather pops in with cold temperatures, then teases us with warmer temperatures. Anybody ready to move to the sunny tropics!?!

drowsiness, loss of reasoning (i.e., inability to get out of the cold, putting on warmer clothes, unconcerned about what is happening, etc.) and the victim may be stiff, cold, and blue.

next to the victim's skin. Of course, do not place hot water directly in contact with the victim's skin. Obtain advanced medical help as quickly as possible.

With cold temperatures, when our body temperature drops below our normal level, we can get hypothermia or low body temperature. Hypothermia is more serious than frostbite, which typically involves a body part. Hypothermia on the other hand involves the whole body and can lead to death, if untreated.

Signs and symptoms of advanced hypothermia include difficulty in arousal or response, appearance or loss of consciousness, slowed breathing, difficulty in detecting breathing, and the victim may appear dead.

As an added precaution in your car during the winter, keep a bag of emergency supplies handy, in case you become stuck in the snow or cold. The bag should include a solar blanket or any warm blanket, a candle and matches for heat, hand/foot warmer packets, a bar of chocolate (or two, chocolate is good!), a few water bottles, and extra, warm clothing and boots. Additionally, there should be enough supplies for more than one person.

We shiver when we are cold, which is one way of warming up. Shivering produces some body heat. We all shiver when we go outside underdressed, get into our cold car in the mornings, or don't wear our coats as our mothers always admonished us!

The most important thing to do is get the victim out of the cold to a warmer area. Remove the victim's cold, damp, wet clothes and wrap the victim in anything available, such as newspapers, coats, blankets, additional clothes, etc. Cover the victim's head but do not put anything on the face. Call for help, and if needed, begin CPR, if the responder is certified.

Stay warm and in the cold weather wear a hat, gloves, scarf, and coat. Have a Happy, Safe Holiday Season!!

Signs and symptoms of early hypothermia include cool skin, no shivering, confusion or

Place the victim near a heat source, if available, and place containers of warm water

~ Rebecca Sparger, RN, BSN  
Training and Development Coordinator



## Holiday Food Safety Tips

The U.S. Dept. of Agriculture Offers the Following Food Safety Tips for the Holiday:

- Wash hands with warm water and soap for 20 seconds before and after handling any food. Wash food-contact surfaces (cutting boards, dishes, utensils, counter tops) with hot, soapy water after preparing each food item. Rinse fruits and vegetables thoroughly under cool running water and use a produce brush to remove surface dirt.
- Do not rinse raw meat and poultry before cooking in order to avoid spreading bacteria to areas around the sink and counter tops.
- When shopping in the store, storing food in the refrigerator at home, or preparing meals, keep foods that won't be cooked separate from raw eggs, meat, poultry, or seafood—and from kitchen utensils used for those products.
- Consider using one cutting board only for foods that will be cooked (such as raw meat, poultry, and seafood) and another one for those that will not (such as raw fruits and vegetables).
- Do not put cooked meat or other food that is ready to eat on an unwashed plate that has held any raw



eggs, meat, poultry, seafood, or their juices.

- Use a food thermometer to make sure meat, poultry, and fish are cooked to a safe internal temperature. To check a turkey for safety, insert a food thermometer into the innermost part of the thigh and wing and the thickest part of the breast. The turkey is safe when the temperature reaches 165°F. If the turkey is stuffed, the temperature of the stuffing should be 165°F.
- Bring sauces, soups, and gravies to a rolling boil when reheating.
- Cook eggs until the yolk and white are firm. When making your own eggnog or other recipe calling for raw eggs, use pasteurized shell eggs, liquid or frozen pasteurized egg products, or powdered egg whites.
- Don't eat uncooked cookie dough, which may contain raw eggs.
- Refrigerate leftovers and takeout foods—and any type of food that should be refrigerated, including pie—within two hours.
- Set your refrigerator at or below 40°F and the freezer at 0°F. Check both periodically with an appliance thermometer.
- Thaw frozen food safely in the refrigerator, under cold running water, or in the microwave—never at room temperature. Cook food thawed in cold water or in the microwave immediately.
- Allow enough time to properly thaw food. For example, a 20-pound turkey needs four to five days to thaw completely in the refrigerator.
- Don't taste food that looks or smells questionable. When in doubt, throw it out.
- Leftovers should be used within three to four days, unless frozen.

Keep Your Family Safe From Food Poisoning...Check your steps at [FoodSafety.gov](http://FoodSafety.gov).

~ Safety Committee



Congratulations to AMANDA CURRIN, Assistant Director Administrative. She was the winner of a \$50 Wal-mart gift card for her suggestion of "The People's Porch," which was selected as the new name for the "Old Smoker's Patio." The People's Porch is now open to all staff and is accessible with a TD-1 key. It located between the woodshop and the tube.

Ms. Currin has graciously donated her gift card to use as a prize for the CVC Campaign.

Thank you, Ms. Currin!

## Chaplain's Corner

As we come to the end of the year, we have also reached the conclusion of the "Alphabet of Spiritual Literacy." Over the past 26 months, we have featured a different letter of the English alphabet as a guide to the wide variety of spiritual practices that can enhance our lives. The point is that spiritual practices can be as numerous and varied as our imagination.

As Frederic and Mary Ann Brussat, authors of the book "Spiritual Literacy" remind us, "To be aroused by life is to be spiritually literate - always on the lookout for meaning."

The final letter of the alphabet - Z - can remind us of the concept of **ZEAL** or enthusiasm for life as the ultimate spiritual value. The end of one year and the beginning of another often fills us with some hope of renewed opportunity for the future. That spark of optimism is a spiritual light within us that can guide our life journey.

Wayne Muller, in his reflections on the Sabbath (Restoring the Sacred Rhythm of Rest p. 44) asks, "What if, as the Buddhists insists, we are saturated with an innate natural perfection? What if, as Jesus insists, we are the light of the world? What if, as God insists, it is already good, very good?"

The Christmas/holiday season invites each of us to celebrate the goodness of life and reminds us of the importance of our relationships to one another. The pleasure of giving, the surprise of receiving, the joy of connection enriches our souls and makes life worth living.



The poet e.e. cummings once wrote,

*i thank you God for this most amazing day:  
for the leaping greenly spirits of trees and a  
blue true dream of sky; and for everything  
which is natural which is infinite which is  
yes*

*(I who have died am alive again today, and  
this is the sun's birthday; this is the birth  
day of life and love and wings and gay  
great happening illimitably earth)*

*How should tasting touching hearing  
seeing breathing any-lifted from the no of  
all nothing-human merely being doubt  
unimaginable You?*

*(now the ears of my ears awake and now  
the eyes of my eyes are opened)*

The simple attitude of **ZEAL** or amazement may make all the difference in how we view the new year and our potential for happiness in the future. The daily challenges, the stumbling forward, the endless questions, are a normal part of everyone's life and that is exactly how it is supposed to be. The blessings we enjoy and the opportunities we recognize help balance the demands on our energy by filling our lives with meaning and hope.

Maybe we are doing better than we imagine, and that confident recognition could be the biggest blessing the holiday season has to offer.

May your days be merry and bright!

~ Timothy Graham, D. Min  
Chaplain

## CVC Drawing Winners

The CVC Campaign had its kickoff event on Halloween, selling candy and giving employees a chance to pledge their donations and have their names entered to win some fabulous prizes. Winners of those prizes were:

- Dr. Michael Alexander - Men's hair cut at A New You Salon & Spa
- Janie Atwell - \$15 gift certificate
- Rebecca Barker - first visit free at Boothe Chiropractic Center
- Vicki Copenhaver - thermometer from Frances Brothers
- Dr. Jonathan Crisp - 8 hours of comp time
- Patty Hall - \$25 gift certificate to Trish's Main Street Gifts
- Jean Hutton - 1 set of tickets to a Lincoln Theatre show
- Dr. Denise Mance - \$50 off anything at McNeils Furniture

- Dr. Cynthia McClaskey - 1 free entrée and a drink from Handsome Mollys — Dr. McClaskey donated her prize for one of the baskets in the Basket Auction. *Thank you Dr. McClaskey!*
- Steve Perry - \$50 Wal-mart gift certificate
- Dr. Melissa Robinson - 5 gallon drink cooler from Tractor Supply
- Debbie Sadler - gallon of paint in her choice of color from Mike Barton's Paint Store
- Nathan Shelton - \$20 cash to Lock Down Cycles
- Karol Shepard - \$15 gift certificate
- Zandra Teaster - 4 SWVMHI prints
- Leslie Warden - 15% off any purchase at Black Rooster

**Congratulations to all the winners!**





## Holiday Safety

The winter holidays are a time for celebration, and that means more cooking, home decorating, entertaining, and an increased risk of fire and accidents. InterNACHI recommends that you follow these guidelines to help make your holiday season safer and more enjoyable:

### Holiday Lighting

- Use caution with holiday decorations and, whenever possible, choose those made with flame-resistant, flame-retardant and non-combustible materials.
- Keep candles away from decorations and other combustible materials, and do not use candles to decorate Christmas trees.
- Carefully inspect new and previously used light strings, and replace damaged items before plugging lights in. Do not overload extension cords.
- Don't mount lights in any way that can damage the cord's wire insulation. To hold lights in place, string them through hooks or insulated staples--don't use nails or tacks. Never pull or tug lights to remove them.
- Keep children and pets away from light strings and electrical decorations.
- Never use electric lights on a metallic tree. The tree can become charged with electricity from faulty lights, and a person touching a branch could be electrocuted.
- Before using lights outdoors, check labels to be sure they have been certified for outdoor use.
- Make sure all the bulbs work and that there are no frayed wires, broken sockets, or loose connections.
- Plug all outdoor electric decorations into circuits with ground-fault circuit interrupters to avoid potential shocks.
- Turn off all lights when you go to bed or leave the house. The lights could short out and start a fire.

### Decorations

- Use only non-combustible and flame-resistant materials to trim a tree. Choose tinsel and artificial icicles of plastic and non-lead metals.
- Always use non-flammable holders, and place candles where they will not be knocked down.
- Avoid trimmings that resemble candy and food that may tempt a young child to put them in his or her mouth.

### Holiday Entertaining

- Unattended cooking is the leading cause of home fires in the U.S. When cooking for holiday visitors, remember to keep an eye on the range.
- Keep matches and lighters up high, out of sight and reach of children (preferably in a locked cabinet).
- Test your smoke alarms, and let guests know what your fire escape plan is.

### Trees

- When purchasing an artificial tree, look for the label "fire-resistant."
- When purchasing a live tree, check for freshness. A fresh tree is green, needles are hard to pull from branches, and when bent between your fingers, needles do not break.
- When setting up a tree at home, place it away from fireplaces, radiators, and portable heaters. Place the tree out of the way of traffic and do not block doorways.
- Cut a few inches off the trunk of your tree to expose the fresh wood. This allows for better water absorption and will help to keep your tree from drying out and becoming a fire hazard.
- Be sure to keep the stand filled with water, because heated rooms can dry live trees out rapidly.
- Make sure the base is steady so the tree won't tip over easily.

### Fireplaces

- Before lighting any fire, remove all greens, boughs, papers, and other decorations from fireplace area. Check to see that the flue is open.
- Use care with "fire salts," which produce colored flames when thrown on wood fires. They contain heavy metals that can cause intense gastrointestinal irritation and vomiting if eaten.
- Do not burn wrapping papers in the fireplace. A flash fire may result as wrappings ignite suddenly and burn intensely.

### Toys and Ornaments

- Purchase appropriate toys for the appropriate age. Some toys designed for older children might be dangerous for younger children.
- Electric toys should be UL/FM approved.

- Toys with sharp points, sharp edges, strings, cords, and parts small enough to be swallowed should not be given to small children.
- Place older ornaments and decorations that might be painted with lead paint out of the reach of small children and pets.

### Children and Pets

- Poinsettias are known to be poisonous to humans and animals, so keep them well out of reach, or avoid having them.
- Keep decorations at least 6 inches above the child's reach.
- Avoid using tinsel. It can fall on the floor and a curious child or pet may eat it. This can cause anything from mild distress to death.
- Keep any ribbons on gifts and tree ornaments shorter than 7 inches. A child could wrap a longer strand of ribbon around his or her neck and choke.
- Avoid mittens with strings for children. The string can get tangled around the child's neck and cause them to choke. It is easier to replace a mitten than a child.
- Watch children and pets around space heaters or the fireplace. Do not leave a child or pet unattended.
- Store scissors and any sharp objects that you use to wrap presents out of your child's reach.
- Inspect wrapped gifts for small decorations, such as candy canes, gingerbread men, and mistletoe berries, all of which are choking hazards.

### Security

- Use your home burglar alarm system.
- If you plan to travel for the holidays, don't discuss your plans with strangers.
- Have a trusted friend or neighbor to keep an eye on your home.

From Holiday Home Safety Tips - InterNACHI <http://www.nachi.org/holidaysafety.htm#ixzz2kjBljGn7>

~ Safety Committee

## Meals in Minutes: Bacon and Herbs Mac 'n' Cheese

Homemade mac'n'cheese in 30 minutes? It's true. Creamy and bacon-studded, this dinner is the ultimate quick, comfort food.

**Yield:** Serves 4

### Ingredients

- 12 ounces elbow macaroni
- 3 strips bacon (about 2.5 oz.), chopped
- 3 tablespoons melted butter, divided
- 1/4 cup chopped mixed fresh herbs such as tarragon, parsley, chives, and/or rosemary
- 1/4 cup chopped green onions
- 2 garlic cloves, minced
- 1/2 cup brie cheese, cut into chunks
- 1/2 cup cream cheese, cut into chunks



- 1/2 cup shredded sharp cheddar cheese
- 1/2 cup plain dried bread crumbs

### Preparation

1. Preheat oven to broil. Cook macaroni according to package directions. Drain.
2. Meanwhile, fry bacon until crisp, about 5 minutes, then drain on paper towels,

reserving 1 tbsp. grease. Set bacon aside.

3. In the warm pasta pot, mix reserved grease, 2 tbsp. butter, the herbs, onions, garlic, and soft cheeses. Mix in warm pasta and bacon. Spoon into 4 ramekins (1 1/2-cup size); sprinkle with cheddar cheese.
4. In a small bowl, combine remaining 1 tbsp. butter and the bread crumbs, stirring to combine. Sprinkle evenly over cheese.
5. Broil ramekins until golden and bubbling, about 3 minutes.

~ <http://www.myrecipes.com/recipe/bacon-herbs-mac-n-cheese-10000001879910/>

## Las Posadas



Las Posadas is a celebration that takes places for nine days, from December 16 - 24 each year. The celebration originated in Mexico, but is also celebrated by Hispanic communities throughout the United States as well. The most well-known Posadas celebration in the United States is held in Los Angeles. In small towns and villages, the entire village may observe the celebration together, but in larger communities, it is generally celebrated in neighborhoods.

Las Posadas, which means "the inn or shelter," begins with a group of family and friends who visit each other's homes each night for nine nights, reenacting Mary and

Joseph's search for a place to spend the night. People carry lit candles, and a child dressed as an angel usually leads a procession of others, who will often pull a wagon that has a nativity scene built on it.

On the ninth night, Christmas Eve, everyone will gather at a specific house, where the reenactment of Mary and Joseph's search will take place at the door of each room in the home. At the stroke of midnight, the hostess of the home leads everyone to a table that has been prepared with food. Images of Mary and Joseph are placed on the table and the feast begins.



An essential part of the Las Posadas party is a piñata for the children, usually in the shape of a star to represent the one that guided the three kings on that night.

~ [www.brownielocks.com](http://www.brownielocks.com)

## Handwashing



National Hand-washing Awareness Week is December 1- 7, 2013. The power is in YOUR hands to help prevent the flu and the spread of other germs by following the Four Principles of Hand Awareness:

1. WASH your hands when they are dirty and before eating.
2. DO NOT cough into your hands.
3. DO NOT sneeze into your hands
4. Above all, DO NOT put your fingers into your eyes, nose, or mouth.

So, "spread the word, not the germ" and stay healthy.

~ [www.henrythehand.com](http://www.henrythehand.com)

# Staff Development

Take advantage of the training Opportunities in December

**Human Resources Series:**

**Resolving Conflicts**

**When:** December 16, 1300-1500

**Where:** Dogwood Room/B Building

**Human Resources Series:**

**Performance Management**

**When:** December 17, 1300-1500

**Where:** Dogwood Room/B Building

~ **Ginny Moorer, M.Ed.**

Training and Development Coordinator

## There is no CAI due in December!

However, nursing staff with a December birthday are required to take TOVA recertification as well as CPR Competencies during the month. So call the Training Department today to sign up for the next class at Ext. 854.



# Happy Holidays



At times our own light goes out and is rekindled by a spark from another person. Each of us has cause to think with deep gratitude of those who have lighted the flame within us.

~ Albert Schweitzer



The annual **Employee Holiday Meal** will be served on all three shifts on **December 19, 2013**. **Day Shift** will be served from **1030 - 1300**, **Second Shift** will be served from **1645 - 1800**, and **Third Shift** will be served from **0000 - 0100**. The menu, served by the Executive Team, will be:



- Garden Salad
- Pasta Salad
- Prime Rib (carved)
- Vegetarian Pasta Bake
- Baked Potato
- Green Beans
- Yeast Rolls
- Butter & Margarine



Fresh Baked Pies (apple, cherry, pumpkin, strawberry rhubarb, and peach)  
Ice Tea, Coffee, Soft Drinks, Eggnog, etc.

**Please come join us for this FREE meal on the 19th! Happy Holidays!!**

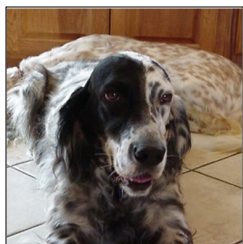
Special thanks to John O'Keefe and the Food Service Staff who work to prepare this meal





# New AAA/T Dogs at SWVMHI

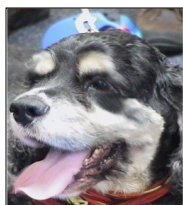
As you may have noticed by now, we have some new four-legged staff members among us. These animals passed the temperament test administered by Animal Assisted Activities Therapy (AAA/T) Program staff as well as Dr. Becky Beamer and Dr. Christie Boyd, the veterinarians who assist us in screening our animals. We consider ourselves blessed to have these dogs and their caring owners spend time with the individuals we serve and brighten the days of those with whom they come in contact.



**Doc** is a rescued English Setter, owned by Dr. Judy Britt. He is energetic, friendly and very intelligent. He loves to run, go for walks, cuddle, receive brushing, or just hang

out with humans.

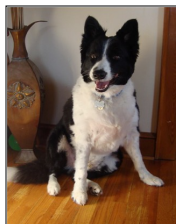
**Gus** is a rescued Irish Setter, who also belongs to Dr. Judy Britt and considers himself and Doc to be twin brothers of different mothers! He is a tireless "fetcher" and, like his "brother," loves to run, go for walks, cuddle, be brushed, and just hang out.



**Grady** is a Cocker Spaniel owned by Robin Poe. You might see Grady as he helps escort and tour new employees to the facility. He is a happy, smiling dog who loves to be around

people.

**Shadow** is a rescued Border Collie, who was found at a shelter in Fairfax County. He was in rough shape physically, but with love and care, his owner, Shannon Hill, turned him in to the picture of health he is today. He is three years old and he possesses many talents! He LOVES to fetch tennis balls, Frisbees, and a soccer ball. His repertoire of tricks includes sit, stay, down, dead, and hug. He loves other dogs and cats and his best friend at home — a guinea pig!

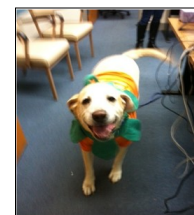


**Wrangler**, who belongs to Brittany Williams, is also a rescue. He is a three-year old Australian Shepherd, Beagle, and Blue Heeler mix. Brittany has another job at an Animal clinic, where Wrangler was brought, severely injured after being hit by a car. The clinic staff



nursed him back to health, and, after all the time spent together during the recovery process, he and Brittany developed a bond. Wrangler has many talents including sit, lie, hug, bark on command, and he can flip a bone off his nose into his mouth! He is also a "fetcher"!

**Deegan** is a Yellow Lab who is owned by Ashley Wilson. He is an older gentleman, who loves to come and hang out in the gym, but due to his health issues, is unable to come on a regular basis. But, you can be sure that when there's a special occasion, Deegan will be here with his tail wagging and a smile on his face.



We are so happy to have these new dogs join the ranks of Lily, Perry, Sam and Tipi!

Many thanks to all the owners who share their dogs with us!

~ Lesu Cole, ADC  
AAA/T Program

## Falling Danger

Researchers have discovered the number of children being hurt by TV-related tip-over injuries has nearly doubled. Dr. Gary Smith at Nationwide Children's Hospital helped lead the study, which looked at television related injuries from 1990 through 2011. "Currently, there's a child treated in a hospital's emergency department in the U.S. once every 45 minutes," Dr. Smith said.

The study, published in *Pediatrics*, found in the past 22 years, there's been an estimated 385,000 children under the age of 18 treated in emergency rooms for a TV-



related injury. That's about 17,000 a year. And most are young children.

"Young children under five, they're curious," Dr. Smith said. "They don't recognize danger. They see something attractive

like a remote control on top of the TV, and they'll try to climb up and get it."

Researchers also discovered it wasn't just the new TVs that are the problem. Old TVs are too because they're getting put on furniture not meant for a TV. In fact the study found there was a 344-percent increase in the number of injuries associated with a TV falling from a dresser/bureau/chest of drawers/armoire from 1995-2011.

For more information about the Dr. Smith's study, [visit here](#).

# Recognizing the Best

The Employee Recognition Committee would like to take this opportunity to provide some information about our committee and encourage you to recognize your co-workers. Our goal is to create and maintain a healing and learning environment in which all people are valued and respected for their contributions. To further this goal, our committee will be recognizing employees who promote continuous improvement; demonstrate best practices in their actions; continuously assess and respond to wants and needs of internal and external customers; promote recovery and instill hope for the future; and demonstrate the passion and compassion to create a customer-focused culture.

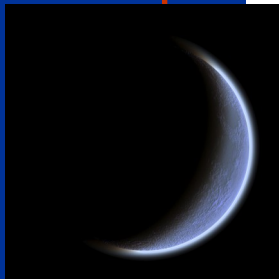
There are many ways to show your gratitude for a job well done. Any employee can nominate a co-worker for a Making a Difference Award or for Employee of the Quarter. All Employees of the Quarter for the year will be placed in the running for Employee of the Year. These nominations are a very important way to let the employees of SWVMHI know how much we appreciate each one every day. You may nominate the employee for a Making a Difference

Award, for leave, for a gift card, for a cash amount, or you can make other suggestions that you feel would be appropriate. Also, employees can be nominated for group efforts that can include pizza parties, cookie trays, gift cards, cafeteria vouchers, and much more. Employees nominated for any of these awards reflect the facility values.

Everyone at the facility makes a difference, but at times an employee does something special that needs to be recognized and rewarded. There is pride in knowing that you have made a difference in someone's day or life. The Employee Recognition Committee would like to encourage everyone that has witnessed an employee doing something special or going the extra mile to give him or her a thank you by nominating them for one of these awards. Always remember, there is nothing like a job well done.

~ Employee Recognition Committee

## December Lunar Phases



**December 2**

New Moon

**December 9**

First Quarter Moon

**December 17**

Full Moon, also called "Cold Moon" by Native Americans of New England and the Great Lakes because at this time of the year the nights are long, the days are short, and so less sunlight means more cold days.

**December 25**

Last Quarter Moon



**False:** When things change, I will be happy.

**True:** When I am happy, things will change.

## Stopping By Woods on a Snowy Evening

Whose woods these are I think I know.  
His house is in the village though;  
He will not see me stopping here  
To watch his woods fill up with snow.

My little horse must think it queer  
To stop without a farmhouse near  
Between the woods and frozen lake  
The darkest evening of the year.

He gives his harness bells a shake  
To ask if there is some mistake.  
The only other sound's the sweep  
Of easy wind and downy flake.

These woods are lovely, dark and deep.  
But I have promises to keep,  
And miles to go before I sleep,  
And miles to go before I sleep.

~ Robert Frost



# Word Search

Just for fun, how many of the following words can you find related to the month of December?



If we have no peace, it is because we have forgotten we belong to each other. ~ Mother Theresa

Q Y W E R T Y S E D I R H G I E L S  
 U G U I O H A N U K K A H P A S D F  
 G I H L J O K L Z X C V O V B A N M  
 P F O I E L U Y T R E W T Q L I K C  
 J T H G F L D B D S A C C M N T E A  
 B S V C I Y O X E Z A H H S D T C N  
 F G H G J K K G C L E R O D F E I D  
 V B H E R T Y U O V L I C H G S T Y  
 D T C V B N M T R W E S O C V N S C  
 S V R S P E R T A P I T L U Y I L A  
 R Y E E C V B N T D E M A V B O O N  
 B V A L E Q W E I R T A T Y U P S E  
 B C N D C X D O O F Z S E S D F R V  
 E H J N I L R E N F G H J K L M E V  
 P O I A O L U Y S H O P P I N G T T  
 R E W C X C O N D F G H J K K L N M  
 N B V C X Z O H A S D F G H J K I L  
 H T A E R W P O I U Y A A Z N A W K

- |                 |              |            |               |
|-----------------|--------------|------------|---------------|
| bells           | candles      | candy cane | cold          |
| Christmas       | decorations  | food       | gifts         |
| Hanukkah        | holidays     | holly      | hot chocolate |
| Kwanzaa         | lights       | peace      | Poinsettia    |
| shopping        | sleigh rides | snow       | tree          |
| winter solstice | wreath       | Yule log   |               |





## PERSONNEL CHANGES

### New Employees

Linda Anderson, Psychiatric Aide	Oct 10
Joshua Bentley, Psychiatric Aide	Oct 10
Rhonda Cress, Psychiatric Aide	Oct 10
Claiborne "Kenny" Edwards, Psychiatric Aide	Oct 10
Penny Gilley, Psychiatric Aide	Oct 10
Burnell Gregory, Psychiatric Aide	Oct 10
Regina Hawkins, PI4 Licensed Practical Nurse	Oct 10
Hannah Keene, PI4 Patient Registrar	Oct 10
Thomas Ketner, Rehabilitation Resource Coordinator	Oct 10
Sara Looney, Rehabilitation Resource Coordinator	Oct 10
Jane Radick, Psychiatric Aide	Oct 10
Courtney Ratliff, Psychiatric Aide	Oct 10
Kayla Brooks, PI4 Food Service Technician	Oct 25
Caleb Seymore, PI4 Food Service Technician	Oct 25

### MONTHLY PATIENT CENSUS

**October**  
**2013**

**Admissions 57**

**Discharges 60**

**Passes 17**

**Average Daily**  
**Census**  
**151**

### Separations

Paula Jackson, Registered Nurse	Oct 6
Gary Lyons, Clinical Social Worker	Oct 6
Janet Miller, PI4 Staffing Nurse Coordinator	Oct 13
Robin Blackwell, Clinical Social Worker	Oct 14
Mary Williams, Patient Registrar	Oct 19
Molly Bellinger, Psychiatric aide	Oct 22

### Promotions/Role Changes

Jamie Deresa Hall, Nurse Practitioner to PI4 MOD	Oct 9
LaKenya Brown, PI4 Food Service Technician to full-time Psychiatric Aide	Oct 10
Rebekah Hayes, PI4 to full-time Food Service Technician	Oct 10
Jay Howell, PI4 Food Service Technician to full-time Psychiatric aide	Oct 10
Cheryl Veselik, Administrative & Office Specialist III to General Administrative Coordinator I	Oct 10
Mindy Long, Full-time to PI4 Registered Nurse	Oct 25



# Special Gym/Game Room Activities

Consumer Empowerment Recovery Council (CERC)  
Will not meet in December



Movie Nights  
December 9 & 10, 2013  
1830—2000

Operation Santa Claus

December 19, 2013  
Gym/Auditorium  
Schedules will be sent to each unit prior to December 19

Patient Activity Council (PAC)  
Will not meet in December

A Taste of the Holidays  
Holiday Food Tasting Event  
December 13, 2013  
1830—2000  
No Cafe



Dance-Off  
December 2 and 3, 2013  
1830 PRACTICE  
December 6, 2013  
1830-2000 SHOWCASE



Jeopardy  
December 17, 2013,  
1830—2000



Church Services  
Church Services are held each Thursday from 1830 - 1930  
No Cafe



Bingo  
December 4, 2013  
1830 - 2000

Birthday Party  
December 18, 2013  
1800 - 2000  
No Cafe



Rehab (Staff) Activity Council  
December 5, 2013, 1600

Please note that game room activities, in addition to those listed here, are held every weeknight, except Thursday, from 1830 - 2000. New Day Café hours are from 1800 - 1830 unless otherwise noted.

## Flu Vaccine Update



Goal 95 %

96.6 %

Thanks to all staff who have received their flu vaccine this year, not only have we reached our goal of 95 percent, but we have surpassed it! As of press time, 96.6 percent of staff have received a flu vaccine.

If you have not received your flu vaccine and still wish to do so, contact Cindy Jones today at Ext. 231.

INFLUENZA PREVENTION



## December Days to Celebrate

“Off the cuff” December holidays to celebrate:

**December 4**

National Cookie Day

**December 7**

National Cotton Candy Day

**December 8**

Pretend to be a Time Traveler Day

**December 12**

Gingerbread House Day

**December 15**

Cat Herders Day

**December 18**

Answer the Telephone Like Buddy the Elf Day

**December 20**

Underdog Day

**December 26**

National Candy Cane Day

**December 31**

Make Up Your Mind Day



# NORAD Tracks Santa



On December 24, 1955, a call was made to the Continental Air Defense Command (CONAD) Operations Center in Colorado Springs, Colo. However, this call was not from the president or a general. It was from a girl in Colorado Springs who was following the directions in an advertisement printed in the local paper – she wanted to know the whereabouts of Santa Claus.

The ad said “Hey, Kiddies! Call me direct and be sure and dial the correct number.” However, the number was printed incorrectly in the advertisement and rang into the CONAD operations center.

On duty that night was Colonel Harry Shoup, who has come to be known as the “Santa Colonel.” Colonel Shoup received numerous calls that night and

rather than hanging up, he had his operators find the location of Santa Claus and reported it to every child who phoned in that night.

Thus began a tradition carried on by the North American Aerospace Defense Command (NORAD) when it was formed in 1958. Today, through satellite systems, high-powered radars and jet fighters, NORAD tracks Santa Claus as he makes his Yuletide journey around the world.

Every Christmas Eve, thousands of volunteers staff telephones and computers to answer calls and e-mails from children (and adults) from around the world. Live updates are provided through the NORAD Tracks Santa Web site (in seven languages), over telephone lines, and by e-mail to keep curious children and their families informed about Santa’s whereabouts and if it’s time to get to bed.

Each year, the NORAD Tracks Santa Web Site receives nearly nine million unique visitors from more than 200 countries and territories around the

world. Volunteers receive more than 12,000 e-mails and more than 70,000 calls to the NORAD Tracks Santa hotline from children around the globe.

This year, children and the young-at-heart are able to track Santa through Facebook, Twitter, YouTube, Flickr, and TroopTube.tv. To follow us on any of these Web sites, type in @noradsanta into the search engine and start tracking. NORAD Tracks Santa has become a magical and global phenomenon, delighting generations of families everywhere.

For more information about NORAD Tracks Santa, please visit [www.noradsanta.org](http://www.noradsanta.org). For more information about NORAD, please visit [www.norad.mil](http://www.norad.mil).



## Clinician’s Corner — Language and Mental Health

*Kind words can be short and easy to speak, but their echoes are truly endless.*  
~ Mother Theresa

The words we use and the meanings we attach to them shape our feelings, beliefs, and attitudes. We can feel good or we can feel bad, or help or hurt other, based on the language we use. We have a choice in the words we use to describe the individuals we serve, and our choices reflect on us and how recovery oriented we are. Our choices let our co-workers see that we respect others in all situations, even if they are not present at our side, in our conversations.

The most important principal is to use Person-First language. A person is much

more than a diagnosis, and this helps us to remember that fact. It is called Person-First because it puts the person first, before the mental health condition or diagnosis, and allows us to recognize his or her dignity and worth.

Just as it is no longer okay to talk about the "heart condition in room 3A" or "the diabetic," it is not acceptable to talk about "the borderline," "the schizophrenic," or "the druggie." Person-First language means we put others first in the sentence. We say, "She has depression," "He has a diagnosis of schizophrenia," or "She has a lived experience of substance use."

This approach requires awareness, knowledge, and skills. First, you must become **aware** of your own stereotypes, beliefs,

and biases about people who have a mental health condition. Second, you must **know** that words and labels can hurt. Last, you must develop the **skills** to communicate with respect based on your awareness and knowledge.

Habits are hard to break and I encourage you to have respectful conversations with others if you notice their language is not quite where we want it to be as an organization.

*The difference between the right word and the almost right word is the difference between lightning and the lightning bug.*  
~ Mark Twain

## Values in Action

This is a preview of the Facility Objectives and Measures section of your 2013 – 2014 Employee Work Profile (EWP). This section of the EWP permits us to set specific performance objectives for the facility's staff in the coming year. Since you have been attending the Director's Orientation, offered since 2006, and been reading Dr. Moon's interesting and informative column in this newsletter each month, these expectations should not be new to you. With the help of Dr. Moon and the HPO Mission, Vision, and Values Team from several years ago, here is how we expect you to put the SWVMHI Values into action while you are at work:

1. **Communication** is clear, direct, accurate, consistent, concise, timely, inclusive, and relevant and information is effectively communicated up, across, and down through the organization:
  - Listens to understand the content and context of communications, including those from the individuals we serve, colleagues, supervisees, supervisors, and other "customers;"
  - Uses appropriate lines of communication and resources within the system as well as good problem-solving techniques to facilitate change and resolve issues;
  - Is receptive to feedback, appropriately assertive in discussion, and responsive to questions and issues; and
  - Uses person-first and recovery-oriented language in all interactions with others.
2. Contributes to a productive work environment by combining **honesty with compassion** in our dealings with others; neither is sufficient by itself:
  - Uses the platinum rule to guide behavior: Do unto others as they would have you do unto them;
  - Interactions with others reflect an attitude of respect and courtesy; and
  - Behavior is guided by the "Elbow Test: Would you exhibit the same behavior if someone were standing at your elbow?"
3. Acts in ways to inspire the **trust** of others:
  - Avoids passing rumors, brings rumors to the attention of those who can take actions, and seeks the truth from reliable sources;
  - Uses appropriate conflict management techniques and resources to resolve problems with co-workers in a timely manner and at the lowest possible level;
4. Takes the opportunity to maximize the value of **teams** including unit, department, disciplines, facility and community:
  - Earns trust by always connecting our words with our actions; and
  - Behaves in a manner to inspire confidence among others, so that others can focus their energy on their tasks and duties.
5. Demonstrates **self-initiative** and does so with personal, professional, and organizational respect for what might have already transpired:
  - Utilizes good **teamwork** to maximize our human resources; and
  - Teams will function best if there is effective communication, honesty with compassion, and trust with accountability.
6. Recognizes that **leadership** is not a function of position, but is expected to be demonstrated by all staff:
  - Does things that need to be done, being mindful of the effect that actions may have on others; and
  - The right things are done at the right times and for the right reasons.
7. **Honors day-to-day tasks** by demonstrating politeness, neighborliness, optimism, good manners, and leading by example in our moment-to-moment interactions with others:
  - Inspires others with a shared vision of excellence;
  - Gives support to staff leaders; and
  - Leads by example, bringing out the strengths in others.

When we live the SWVMHI Values, we inspire Hope in others. Our own actions, attitudes, and words can serve as a beacon to others, evoking their courage to feel that something positive and desired, such as recovery, may happen.

*This is Hope.*



*When you look at a field of dandelions,  
you can either see a hundred weeds or a hundred wishes.*



# The Real Value of Your Salary

Do you know the real value of your total compensation? It's probably more than you think!

Did you know that although you currently contribute 5 percent of your salary to your VRS retirement account, SWVMHI currently contributes 8.76 percent of your salary into this account as well? Did you know that SWVMHI pays most of your health insurance premium each month? How about your life insurance and long term care benefits? You guessed it, as part of your Total Compensation package your employer pays for that also.

Total Compensation may include all forms of cash compensation (e.g. base pay, shift differentials, overtime, on-call pay, bonuses, commission, etc.) and the dollar value of the employer-sponsored benefit packages (e.g. health and dental insurance, long and short term disability, paid leave, retirement, life insurance, etc.). Note that paid leave, while a benefit, must still be approved by a supervisor and is contingent upon staffing levels.

For example, say you are a Psychiatric Aide working day shift, with less than five years service, participate in the Deferred Compensation program, have selected employee plus two or more (family plan) health insurance, and your base salary is \$21,000 per year. There are some other variables that could be involved, but the value of your total compensation paid by the employer might be as follows:

Base Pay	\$21,000
Paid Time Off (Holidays, Vacation, Sick Leave, Personal Leave, etc.)	\$ 3,072
Employer Paid Insurance (Health, Group Life, VSDP & Long Term Disability)	\$ 16,201
Employer Paid Retirement (VRS, Social Security, Deferred Compensation Match)	\$ 3,897
Total Benefit Value	\$23,170
Benefits as a Percent of Base Pay	110.33%
<b>Total Compensation</b> (not including shift differential, weekend differential, overtime pay, recognition awards, extra holiday time granted, etc.)	<b>\$44,170</b>

For another example, say you are a Registered Nurse or perhaps a Social Worker, with six years service, participate in the Deferred Compensation program, have selected employee plus two or more (family plan) health insurance, and your base salary is \$40,000 per year. The value of your total compensation paid by the employer might be as follows:

Base Pay	\$40,000
Paid Time Off (Holidays, Vacation, Sick Leave, Personal Leave, etc.)	\$ 6,464
Employer Paid Insurance (Health, Group Life, VSDP & Long Term Disability)	\$ 16,516
Employer Paid Retirement (VRS, Social Security, Deferred Compensation Match)	\$ 7,204
Total Benefit Value	\$30,184
Benefits as a Percent of Base Pay	75.46%
<b>Total Compensation</b> (not including shift differential, weekend differential, overtime pay, recognition awards, extra holiday time granted, etc.)	<b>\$70,184</b>



Here is a link to a [Total Compensation Calculator](#). Enter your salary, insurance coverage, and length of service to get an estimate of your **Total Compensation**.

**Please note:** This link will only work from a COV computer at SWVMHI as the file resides on the local intranet. You cannot access this file from your home computer. If you have any questions or difficulty with the calculator, please contact Human Resources at Extension 144 or 204.

~ Rick Delp, SPHR  
Human Resources Analyst



# Library Corner

## Celebration

Winter can be harsh, even here in the south, but this year, December has been declared **Celebrating the Season Month**. Every year, the short cold days enter amid a shower of parties, dinners, sales, music, and decorations. A spirit of goodwill swells to greet the holidays. Celebration is everywhere and we can join in and carry that happiness right into the next year.

I recently found an article that listed some things a person needs in order to have a full and happy life. The list begins with art and music, things that bring our spirits to life and give us a creative outlet to release stress in a healthy way.

This season, we could consider taking on a creative hobby. We have many craft books and magazines here in the library to help.

As a librarian, I was happy to see that the next thing on the list was reading. Our library is a convenient place to drop by and pick up a book.

Next was physical activity and being outside. Fresh air and moving around a little are as healthful for our brains as for our bodies. We have many nature and exercise books in our library.

Also on the list was having children in your life. Whether yours or a friend's, or if you volunteer at a school, our library has a surprisingly large section of children's books, so where better to pick up a book and take it to read to a child.

Next was religion and having an open heart. Here at our library, we have many religious books and inspirational stories.

The last thing that was on the list was having friends, family, or a support network to help you get through the good

times and the bad. Those connections are especially important for the individuals we serve. What better way to keep in touch with those friends than to send a card? Our library has an abundance of Christmas cards so the individuals we serve can keep close to those who cannot get together for the holidays. Please feel free to bring an individual down to pick up cards or to take some back to the ward for those unable to make it to the library.



## New Books

Following are new books related to working, leadership, and doing business. A huge thank you to all of the staff who have been so generous with such great donations:

*Rigged* by Ben Mezrich

*Winning* by Jack Welch

*Opportunities in Interior Design and Decorating* by Victoria Ball

*Tuesday Morning Coaching* by David Cottrell

*The 10 Commandments of Leadership* by Eric Harvey

*Tough Questions Leader's Guide* by Garry Poole

*Trump: The Art of the Deal* by Donald Trump

*Credit Repair* by Robin Leonard

*Open Leadership* by Charlene Li

*Second to None: How Our Smartest Companies...* by Charles Garfield

*The 17 Indisputable Laws of Teamwork* by John C. Maxwell

*You Don't Have to Go Home from Work Exhausted* by Ann McGee-Cooper

*Starting and Running a Profitable Investment Club* by Thomas O'Hara



## Donations

The library would like to thank the following individuals for donating items to the library:

Alicia Alvarado  
Dr. Chris Carusi

Lesu Cole  
Gaynelle Davis

Sue Eller  
Robert Farmer

Reverend Tim Graham  
Christy Hall

Jill McKinnon  
Regina Osborne

Brandy Thomas  
Smyth-Bland Regional Library  
Sharon Winebarger

Thank you for the many anonymous cards, magazines, and books and thank you to anyone I may have accidentally left off the list.



~ Christina Quillen  
Librarian

SWVMHI  
Established in 1887



Honoring Our Past  
Celebrating Our Present  
Cultivating Our Future



### Comments, Suggestions or Ideas?

**SHARE THEM!**

Please send any comments, suggestions, or ideas you have regarding the newsletter to the Office of the Director.

## Southwestern Virginia Mental Health Institute

Address: 340 Bagley Circle  
Marion, Virginia 24354  
Phone: 276-783-1200  
Fax: 276-783-9712



## This Month's Word Search Answer Key

	Y					S	E	D	I	R	H	G	I	E	L	S	
	G	U			H	A	N	U	K	K	A	H					
	I		L		O						O			A			
	F			E	L						T			I		C	
	T				L		B	D			C	C			T	E	A
	S			I	Y	O					H	H			T	C	N
			G				G	C	L		R	O			E	I	D
		H						O		L	I	C			S	T	Y
	T							R			S	O			N	S	C
S		R	S	P				A			T	L			I	L	A
	Y		E					T			M	A			O	O	N
		A	L	E				I			A	T			P	S	E
	C		D			D	O	O	F		S	E					R
E			N	I	L				N								E
			A	O	L				S	H	O	P	P	I	N	G	T
			C				O	N									N
							O	H									I
H	T	A	E	R	W						A	A	Z	N	A	W	K

Please submit articles for the next newsletter to Cheryl Veselik by December 20, 2013.

The next newsletter will be published January 2, 2014.