

January Newsletter

Central State Community Services, Inc.

JANUARY IS:

- Thyroid Awareness Month
- National Hobby Month
- National Slow Cooking Month
- National Soup Month
- National Blood Donor Month
- National Glaucoma Awareness Month



DATES OF INTEREST:

- 2nd – Happy Mew Year for Cats Day
- 3rd – International Mind-Body Wellness Day
- 5th – National Bird Day
- 7th – National Bobblehead Day
- 8th – Elvis Presley's Birthday
- 11th – National Milk Day
- 13th – National Rubber Ducky Day
- 14th – **Payday**
- 17th – Martin Luther King Jr. Day
- 18th – National Michigan Day
- 19th – National Popcorn Day
- 23rd – National Pie Day
- 24th – National Compliment Day
- 27th – International Holocaust Remembrance Day
- 28th – **Payday**
- 28th – National Fun at Work Day
- 29th – National Puzzle Day
- 31st – National Hot Chocolate Day

CSCS POLICY REVIEW—FAMILY AND MEDICAL LEAVE ACT

The Family and Medical Leave Act (FMLA) provides certain employees with up to 12 weeks of unpaid, job-protected leave per year. It also requires that their group health benefits be maintained during the leave.

FMLA is designed to help employees balance their work and family responsibilities by allowing them to take reasonable unpaid leave for certain family and medical reasons. It also seeks to accommodate the legitimate interests of employers and promote equal employment opportunity for men and women.

FMLA applies to all public agencies, all public and private elementary and secondary schools, and companies with 50 or more employees. These employers must provide an eligible employee with up to 12 weeks of unpaid leave each year for any of the following reasons:

For the birth and care of the newborn child of an employee.

For placement with the employee of a child for adoption or foster care.

To care for an immediate family member (i.e., spouse, child, or parent) with a serious health condition; or

To take medical leave when the employee is unable to work because of a serious health condition.

If an employee of Central State will be/is absent for at least three days, it is important to contact your supervisor and Program Coordinator. An LOA request form is to be completed and sent to the H.R. Manager. After H.R. receives the documents, the employee will receive an email containing the FMLA paperwork. Please look through these documents for any forms that need to be completed by a Primary Health Care Provider. The required documents need to be completed and returned to the H.R. office by the required date (Which is usually two weeks from the first day of FMLA). Sick/Personal/Vacation time will be used, and benefits will continue if applicable during the duration of the approved FMLA leave. If for some reason beyond the employee's control, the leave is extended, then the employee is required to pay the insurance premium to the finance department by the 1st day of the month. If the payment is late, then the employee may be at risk of being dropped from the insurance benefit.

In the Spotlight

SUE ROBERTSON— STATE RD HOME

Congratulations to Sue Robertson for being the January Employee Spotlight. Sue has worked for CSCS for 4 years and is currently the House Supervisor for State Rd home. Sue shared that the best memories are when you walk into work and you're greeted with a hug and a smile, or when you see the consumer's eyes light up after praising them for a job well done. Those are the memories that stay with you forever. Her favorite motivational quote is, "Do the best you can and don't be afraid to ask questions."



Sue loves decorating the home for the holidays throughout the Winter months. She enjoys painting, quilting, and a variety of arts and crafts. Football is her favorite sport, and the Dallas Cowboys is the team that holds her heart. She enjoys collecting football cards and Dallas Cowboy's memorabilia.

Sue has been married for 32 years, has 7 children, is blessed with 15 grandchildren and 6 great-grandchildren. She doesn't travel much, but really enjoys barbeques with all her family.

"To appreciate the beauty of a snowflake, it is necessary to stand out in the cold." ~ Aristotle

WINTER LESSONS: HOW TO WALK ON ICE



SAFETY SPOTLIGHT—WINTER SLIPS AND FALLS

Winter is here, and with it comes snow, ice, and slippery conditions. During the winter months, the most common accidents, including slips, trips, and falls, happen frequently thanks to the dangerous conditions created by cold, wind, snow, and ice.

The best way to fight injuries are to prevent them ever happening in the first place. Here are some tips to prevent those nasty winter slips and falls.

- **Wear appropriate footwear.** Shoes that provide traction on snow or ice are important. Rubber soles and boots or shoes with grip and texture can help keep you stable on ice and snow. Make sure your shoes fit properly and have low, wide heels. Avoid plastic or leather soles.
- **Keep your hands free!** In cold weather, wear gloves to help keep your hands warm and out of your pockets. This way if you should fall you can better catch yourself using your hands or arms. Don't get distracted with a cell phone while walking in icy conditions.
- **Take smaller, shorter steps when walking for stability.** In slippery conditions, walk slowly using small, short steps. If conditions are extra slippery, try shuffling along slowly without picking up your feet, in a gliding type motion. If snow or grass is available walk on these textured surfaces instead of on slippery walk ways.
- **Use handrails if available.** Having something stable to hold on to can make a big difference should you slip. If you use a cane on occasion, it would be advised to use your cane in cold/icy weather to provide better stability.
- **Step down, not out, from your vehicle.** When getting out of a vehicle, swing both legs out and place both feet flat on the ground before getting up. Using both feet will give you more stability than just one foot.
- **Plan ahead.** Give yourself plenty of time to get where you're going. When you're running in a rush, chances of falling increase.
- **Watch for slippery floors inside.** In winter all kinds of water and ice can be found inside near entryways. Show caution and enter any building or your home by first taking a moment to look down to see if there is any hazard.



SLOPPY JOES II (VIDEO AT ALLRECIPES.COM)

Ingredients:

1 lb lean ground beef
 ¼ cup chopped onion
 ¼ cup chopped Green bell pepper
 ½ tsp garlic powder
 1 tsp prepared yellow mustard
 ¾ cup Ketchup
 3 tsp. Brown sugar
 Salt to taste
 Ground black pepper to taste

Directions:

- 1) In a medium skillet over medium heat, brown the ground beef, onion, and green pepper; drain off liquids.
- 2) Stir in the garlic powder, mustard, ketchup, and brown sugar; mix thoroughly. Reduce heat, and simmer for 30 minutes. Season with salt and pepper.



Facebook.com/CSCSMICH

Snowflake Facts:

It is estimated that approximately 1 million billion snowflakes fall every second on earth.

It is estimated that roughly half of the people in the world have never seen snow in person.

A snowflake's shape is determined by the humidity and temperature when it is formed.

Every snowflake has approximately 200 snow crystals.

A snowflake has six sides.

A snowflake falls at a speed of 3-4 miles an hour.

The majority of the world's fresh water supply is in ice and snow.

Approximately 105 snowstorms hit the United States, on average, each year.

When the temperature is near to freezing point, snowflakes become much larger and a lot more complex in design.

www.phillytrib.com



Ranch Crack Dip

Ingredients:

- 1 pkg (8 oz) cream cheese, softened
- 1 cup sour cream
- 1 pkg (1 oz) ranch salad dressing & seasoning mix
- 2 cups (8 oz) shredded Cheddar Cheese
- 1/2 cup coarsely chopped cooked bacon (6 slices)
- Sliced green onions, if desired

Steps:

- 1) In large bowl, mix cream cheese, sour cream and dressing mix until well blended. Stir in shredded cheddar cheese.
- 2) Stir in bacon. If desired, top with extra shredded cheese and sliced green onions to serve



Serve it with tasty dippers like carrots, celery, pretzels, crackers and baguette slices.

Watch video at Pillsbury.com

WINTER WORD SEARCH

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

WORDS TO FIND:

BLIZZARD	BOOTS	CHILLY
COLD	FIREPLACE	FROSTY
FROZEN	GIVING	GLOVES
HAT	HOLIDAYS	HOTCHOCOLATE
ICE	ICESKATE	ICICLE
MITTENS	PINETREE	SCARF
SNOW	SNOWBALL	SNOWFLAKE
SNOWMAN	SNOWSUIT	WIND
WINTER		