

2011 Staff Reporter

January • February March • April May • June July • August • September October ★ November ★ December

Cost Savings Award

Liberty's Board of Directors is pleased to present the Liberty Cost Savings Award.

The award will be presented to employees who have made a suggestion that results in a significant cost savings to the organization. The suggestion must contain the following to be reviewed for potential award:

- A written narrative detailing the current process or system and associated cost, explanation of the suggested process or system, and how it will impact the current process and/or cost
- An estimate of potential annual savings with relevant supporting documentation

—Award Levels for Accepted Suggestions—

Employees may receive 10% of the first year annual savings associated with an accepted suggestion, up to a maximum of \$5,000.

Any award will follow IRS laws and regulations concerning taxable compensation

For more information on eligibility and requirements, please contact Christine Tessiero: christinet@libertyarc.org. or by phone at: 954-3221. ■

Celebrating Frank's long career with good friends at agency gatherings...



Top right photo: Frank Capone and his administrative assistant, Beth Francisco, at the LE retirement party held on Friday, December 16, 2011.

Left: Leo Rouse and Maggie Rowley listen to Frank's farewell speech at the Day Supports party on Tuesday, December 13, 2011.

Lower left: Frank enjoys the PowerPoint presentation made in celebration of his life and career with individuals and staff at the party held at Arkeil Hall on Monday, December 12, 2011.

Lower right: Frank talks with members of the Human Resources department at the LE party on December 16.

5th Annual COOL Follies

The 5th Annual COOL Follies was held on Saturday, November 19, 2011, at the Fonda-Fultonville High School auditorium. There were over 25 acts and over 50 performers! The day was thoroughly enjoyed by Liberty individuals, staff, family members, and friends. Thank you to all who helped make this year's Follies another huge success! ■

Follies Committee Members:

Amy Devendorf & Liberty Through the Arts	Roslita Lilley
Shawn Flynn (& FSS Transportation)	Tina Morey
Courtney Downing	Rebecca Root
Carmen Irizarry	Leo Rouse
	Judy Vickery
	Alison Wallace

A Special Thanks to...

Kathy DeRuscio	Cesar Ortiz
Dorothy Dyer	Residential & Day Supports Individuals & Staff
John Glode	Cindy Reynolds
Judy Gosselin	Amy Valenti
Nancy Johnson	Mark Vickery
Sue Kaupelis	Alex Wallace
Narcisca Kilgore	Jason Wallace
Pauline Kretser	Katelyn Wallace
Kristy Kossman & the Self Advocates Group	Ed Wren
Savannah Lilley	



Top photo: Leo Rouse played the role of the boss during the Follies Committee's group act—a dance routine to the song Working 9 to 5.

Center: A group of directors and administrators ended the day with a synchronized swim routine. From left: Steve Osheyack, Sue Schulz, and Frank Capone.

Lower: Back-up Dancers: (from left) Carrie-Ann Schmidt, Sue Schulz, Sue Bilili, and Steve Osheyack lend a little support during David Cortez's (center) performance.



In mid-December a group of Liberty directors and employees travelled all around Liberty spreading the Holiday spirit through caroling! We hope everyone enjoyed a wonderful and warm holiday season! From left:

Rebecca Root, Sue Bilili, Judie Stoebel, Valerie Harrington, Traves Bethel, and Bill Sikora.

Safety Corner

Inclement Weather & Driving Safety

By Heather Vecchio and Jesse Markes

Since Old Man Winter has finally arrived, now is a good time to review our safe driving training to ensure this season is free of accidents and injuries related to inclement weather (defined as snow, ice, wind, heavy rain, fog, and poor visibility).

Thank you to all who contributed their time and talent to our Transportation Committee during 2011. We will be implementing a revised Transportation Policy this year, which will include specifics related to some necessary updates. In the meantime, please review these existing safety procedures:

- During inclement weather, an employee who operates a vehicle for agency use shall check with their supervisor and agency-established communications (TV, radio, and internet) to determine if driving is suspended due to weather conditions. Any driving issues which arise should be discussed with your supervisor.
- Reduce speed, increase your following distance, and decelerate sooner upon approaching stop signs and intersections.
- Pump brakes on wet or slippery roads to reduce chances of skidding EXCEPT if vehicle is equipped with an anti-lock brake system (apply steady pressure). Note: these practices will not work once the vehicle has started to slide.
- Use caution on bridges/underpasses which freeze before roads, and beware of icy spots in areas of drifting snow.
- Keep windows, mirrors, headlights, brake lights and vehicle roof clear of ice and snow, and ensure that heating systems are operating properly.
- Assist people to and from the vehicle if necessary, though some people do not require assistance as a rule, some will require help when snowy and slippery conditions are present.
- If you should become stuck or stranded, reach whoever possible on two-way radio or cell phone. State location, vehicle number, participants who are with you (how many, if any). Stay in the vehicle.
- Inclement weather situations can vary from one area of the county to another. Staff should always use their own judgment regarding their own personal safety, while realizing that they are depended upon to provide services to the people we support.
- Talk to your supervisor about any questions related to driving in inclement weather. Agency cancellations are announced on:

AM radio: 810WGY • FM radio: 107.7WGNA

Television: WRGB and WXXA

On the internet: www.511ny.org/traffic.aspx

Montgomery County Emergency Management Facebook page
Channel 6 WRGB: www.cbs6albany.com/sections/weather/7day/. ■



Heather Vecchio
Safety Manager



Jesse Markes
Committee Chair

A Thank You from Heather

Thank you so much for helping to build the addition on my bedroom. It is great to be able to move around in this new space. All of you really made a big difference in my life. I am grateful that there are generous people like all of you who are willing to go above and beyond to help others realize their dreams.

With sincere gratitude,
Heather Purtell



A special thanks to the individuals, staff, and family members who volunteered and helped make this project possible:

Dominic Amatangelo • Frank Capone • Mike Decker • JoAnn Fuller
John Glode • Rocco Minasi • Dennis Opalka (Candy's husband)
Carrie-Ann Schmidt • Bill Sikora

Thank you also to all of the staff and individuals in the residence that helped with food preparation for the volunteers. ■

News from Sales & Marketing

Over the past few months, Liberty has added several new products to the category of environmentally friendly products which have been sold throughout New York State. Below are just a few:

—Liberty Bed Bug Magic—



Bed bugs are becoming a pervasive problem in the United States. New York City and many smaller towns are reporting that bed bugs are taking residence. Liberty has introduced an All Natural, Non-Toxic alternative to the harsh pesticides currently being sold on the market. You can feel confident using the Liberty Bed Bug Magic without putting yourself or others at risk from highly toxic pesticides. This product is sold in convenient 32 fl oz. sprayer bottles.

—TerraCair Diesel Exhaust Fluid—

Recently, a federal regulation has required that newly manufactured diesel engines use Diesel Exhaust Fluid (DEF) to help lower the NOx concentration in exhaust emissions. In order to accommodate clients, such as Watertown Department of Transportation, Liberty is currently selling DEF in 55 gallon drums, 275 gallon totes, and 330 gallon totes.



—SNAP—

Beginning in 2012, Liberty will be selling the entire Rochester City School District (34 schools total) a new product called SNAP, Super Concentrates that were developed for school districts. Each building will have a dedicated wall mounted dispenser to operate the various super concentrates.



For more information on any of the new products, please visit www.libertycleanproducts.com ■

OCTOBER 2011

Amy Devendorf

Employee of the Month



Amy Devendorf began working at Liberty as a Direct Support Professional for the Glen residence in February of 2009. Her artistic abilities and genuine caring for the individuals she supports is what led to her current position as Assistant Habilitation Specialist in Day Supports where she runs an art program called Liberty through the Arts.

Amy works passionately and diligently with individuals in the art program, and has had great success revealing many of their talents as painters, poets, and more. She travels from site to site in order to reach anyone who's interested in her art classes and advocates for them in art shows, contests, and fundraisers.

Congratulations, Amy! ♦



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JoAnn Fuller

Leader of the Quarter



JoAnn Fuller will celebrate her 29th anniversary with Liberty in December 2011. She started out as a cook/ housekeeper in 1982 and eventually was promoted to the job she holds today as Residential Manager for the Ridge Road residence.

In her current position, JoAnn is an expert motivator and her positive attitude is contagious. She always supports her employees and the individuals in program, and will go the extra mile to answer questions, or help someone with an unfamiliar task. JoAnn is always willing to lend a helping hand by volunteering for agency events and filling in at residences for other house managers. Congratulations, JoAnn! ♦



4th Quarter • 2011

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NOVEMBER 2011

Christine Chichester

Employee of the Month



Christine Chichester began working as a Direct Support Professional in 1991 and has been a valuable staff ever since. Chris has held various positions in our residential department and has had a lasting influence on the many consumers and families that she has worked with.

Christine is very dedicated to making the lives of the consumers as enjoyable as possible and is very committed to their well being. In fact, when a consumer needed to be relocated to a barrier-free home due to illness, she insisted on being transferred to the new home to help him better adjust. Christine takes Liberty's values to heart each and every day and is a great role model to all.

Congratulations, Christine! ♦



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Win \$\$\$ for Nominating!

As you all know, the Values Recognition and the Employee of the Month programs have been combined into new and improved Employee of the Month and Leader of the Quarter awards!

Besides the great feeling you'll get from nominating one of your hard-working co-workers (or supervisors), you also have the chance to win MONEY! If you take a few minutes to fill out the nomination form for an Employee of the Month or Leader of the Quarter, your name will go into a drawing for a \$50 VISA gift card!

So, hurry up and get your nominations in before the next drawing (drawings typically happen towards the end of each month). If you have any questions about the new program, please contact Michele Leonardi by e-mail at michelele@libertyarc.org or by phone at 954-3226. ■

Benefits Corner

Healthy Lifestyles Program

The following staff have completed Liberty's Healthy Rewards program in the 4th quarter and received \$240 on 1/1/12 in their HRA accounts. To date, 147 staff have met the qualifications required to earn these extra funds.

Erin Abele	Donna Hall	Rosemary Rajter
Deb Baxter	Liz Keller	Jane Ryle
Karen Blake	Lisa Leonard	Arlene Smith
Doug Blanc	Diana Mack	Rebecca Smith
Carmeta Bovee	Sandra Mallett	Caroline Snell
Georgianna Buffo	Wendy Merk	Sharon Urquhart
Vivian Fitz-James	Mary Moltrip	Eileen Valenti
Val Goodemote	Tina Morey	Barbara Wool
Jessica Groat	Shirley Pettengill	Janet Zilka
Nancy Guyette	Suzanne Playford	

Don't Forget About Liberty Employee Discounts & Extended Benefits!

As a Liberty Employee, you and your family can take advantage of some great discounts and offers from other local companies. Below are just a few examples, and a reminder about our tuition reimbursement program. Contact HR with any questions regarding employee benefits or to learn more about our extended benefits.

Alpin Haus Fitness on Rt. 30 in Amsterdam offers a corporate membership rate. It is \$300 per year, and can be paid in full or deducted monthly (\$25 per month) from a checking or savings account. This rate is for Liberty employees and their immediate families. Children ages 12-17 pay only \$125 per year. Join anytime!

Sprint Wireless is offering a 22% discount on any new or existing cell phone plan with Corporate ID: HCANT_ZZZ.

Verizon Wireless also offers our employees a 22% online discount (also available if you visit the CCS Wireless in Amsterdam) for plans over \$34.99 per month and a 25% discount on phones and accessories (with proof of employment).

Tuition Reimbursement: Liberty will reimburse full-time employees for academic expenses for classroom instruction at a rate of \$207 per credit hour for a maximum of 4 credit hours per semester and 8 credit hours per year for job-related courses. Reimbursement is contingent upon attaining a grade of "B" or higher for undergraduate and graduate work.

Share Your Stories With Us

The PR & Development Office is always looking for stories to send to newspapers, use in newsletters and/or post on our new web site or Facebook page. To make this happen, we need your help to collect stories and photos.

We know that the individuals in all of our programs are out there in the community working, volunteering, becoming part of a group, and much, much more! Please encourage the individuals you support to share their stories and offer assistance if they need help. After all, everyone needs to brag once in awhile!

If you have any stories on individual or group achievements, volunteerism or community involvement, please send a photo (if applicable), a caption for the photo (names, dates etc...), and a description of the event. The description can include, but is not limited to the following questions:

- Who was involved?
- What did they do
- Where did it take place?
- When did it take place?
- Why did they want to get involved?
- How did they get involved?
- Who supported them?
- If it was a fundraiser, how much did they raise, for what group or organization?
- If they are selling something, how much will it cost?
- Are there any deadlines or other specifics?
- What were the reactions from all parties involved?
- What did everyone take away from the experience?



All submissions can be sent to Courtney Downing in the PR & Development Office in the LE building or by e-mail at: courtneydow@libertyarc.org. If you have questions or have an event you would like the PR department to attend, Courtney can also be reached by phone at: 954-3258. ■

Liberty Foundation's 18th Annual Golf Tournament is set for Thursday, June 7, 2012

Tell your friends!



Personnel Personals

Births

A son, Caiden Anthony Stearns
Born October 1, 2011

To **Amy Barton** (Residential)
& David Stearns

A grandson, Michael James Seiden
Born November 5, 2011

To **Bernie** (Sales) & Michael Masterpolo

A grandson, Logan Michael Tegnander
Born December 19, 2011

To **Dixie Suits** (Residential)

Anniversaries

Roxanne Vecchio (Residential)
& husband James Vecchio
Married 15 years
on October 12, 2011

Josephine Blalock (Residential)
& husband William Blalock
Married 35 years
on November 27, 2011

Rebecca Root (MSC)
& husband Chad Root
Married 15 Years
on December 7, 2011

Trash 'n' Treasures

- **2 large suitcases** – only used once, 1 black/1 hunter green. \$25 each - Contact Barb – barbre@libertyarc.org or by phone at: 657-9074
- **HTC Wildfire mobile phone** – HTC Sense, 3.2" touch screen, 5MP Camera, android market, white limited edition. Included: user manual, USB combo charger, 1230 ion battery, 2GB sd card. In box, but slightly used. \$130. Additional features include: camcorder, wi-fi capability, speaker phone, blue tooth and much more. Contact Jennifer - jmaples27@gmail.com or by phone at: 844-5507
- **1993 Ford Explorer** – 162,000 miles, automatic, power windows, seats & locks, CD Player. \$500. Contact Jennifer - jmaples27@gmail.com or by phone at: 844-5507
- **Foosball table, regulation size** – slightly used. \$75 or best offer. Contact Lynn – lynn@libertyarc.org or by phone at: 954-3391