

COMMUNITY LIVING OPTIONS



September 24 2020
Employee Newsletter

Our Mission

We assist individuals in achieving their life goals by building relationships through quality services in supportive environments.

Board of Directors

Ed Wilson
Suzanne McPeck
Dawn Pantaleo
Casey Blair
Louise Kenny
Melissa Gilbert
Joe Walls
Debbie Dawson

Next Board Meeting
September 30, 2020

Contact Info

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Zero Recommendations

September 13-19, 2020 proclaimed Direct Support Professionals Recognition Week

This proclamation acknowledges the valuable work that PSS & TSS, and those in Direct Support Professional roles across the state perform on a daily basis. This has never been more true than during this time of pandemic when staff have been the connection between families, support systems, medical treatment, and really – the outside world. All while keeping those you support safe and healthy.

Thank you so much for your dedication, empathy and professionalism!!! Direct Support Professionals are the driving force of the service CLO provides. ***Together We Achieve!***



Futures for Frontliners

Gov. Gretchen Whitmer, along with leaders in education, business, labor and workforce development, launched the nation's first program offering tuition-free college to an estimated 625,000 Michiganders who provided essential, frontline services during COVID-19 Stay Home, Stay Safe orders between April 2020 and June 2020.

"This initiative is Michigan's way of expressing gratitude to essential workers for protecting public health and keeping our state running," Whitmer said. "Whether it was stocking shelves, delivering supplies, picking up trash, manufacturing PPE or providing medical care, you were there for us. Now this is your chance to pursue the degree or training you've been dreaming about to help you and your own family succeed."

To be eligible for the program, applicants must be a Michigan resident who worked in an essential industry at least part-time for 11 of the 13 weeks between April 1 – June 30, 2020 and were required by their job to work outside the home during that timeframe. Eligible applicants must not have previously earned an associate or bachelor's degree nor be in default on a Federal student loan. All Futures for Frontliners scholarship applications must be received by 11:59 p.m. December 31, 2020.

Frontline workers are encouraged to visit www.michigan.gov/Frontliners to explore career opportunities, a list of local community colleges and get started on their application – even if they don't already have a high school diploma.

If you would like help or have questions about the program, contact CLO's success coach Stephanie Bourne at 269.330.0466.

How important is it that I get a flu shot this year?

It is very important! Even if you do get sick with the flu, the vaccine can lessen the duration and severity of the illness. It can significantly reduce our chance of influenza and reduce the chance that you'll be in this conundrum of whether you have the flu or COVID-19 when being screened by a health care specialist.

Be a Flu Shot HERO—Get your shot. *Transitions staff getting flu shots*



Employee Satisfaction Survey 2020

Each spring, we ask employees to complete the Employee Satisfaction Survey. In 2020, we changed the survey to a shorter 10 question survey to measure employee satisfaction and engagement. Fifty percent of CLO employees responded to the survey.

We set goals for the upcoming years based on survey responses. We need your help with this year's goals.

1. Twenty-five percent of employees indicated that they do not feel equipped to perform the day-to-day operations of their position. By October 31, 2020, the Director of Quality and Training will develop and administer a survey to direct care workers to determine why they may not feel equipped to perform their role. We will use the survey findings to put necessary tools in place to help employees ensure they feel competent in their role. **You will receive a text with a survey monkey link. Please follow the link to complete the survey.**
2. By December 31, 2020, schedule a group meeting of direct care workers who have been with the agency more than 15 years to discuss what they like about CLO, what they would like to see changed and why they stay with CLO. Ninety-six percent of employees indicated they are likely or very likely to be employed with CLO one year from now. However, our turnover rate does not reflect this. As employees often leave within the first three years of employment, it may also be beneficial to speak with employees at the two year mark to determine what would encourage them to remain employed. **Please contact Karen if you are in one of these groups and would like to participate in the meeting/discussion.**
3. The HR Director and Quality and Training Director will work with the Program Director to identify team building activities for the homes. By January 1, 2021, we will begin holding team building activities within the homes with the goal of increasing employee investment, engagement and improved communication. The Program Directors will facilitate the activities. Initial outcomes will be tracked through the results of the 2021 annual survey. **More information to follow.**



If you would like to see the full report, please contact Karen Burpee at kburpee@communitylivingoptions.org

CLO Success Coach

Do you need assistance with housing, finding daycare or something else that may be an obstacle on your path to success? Contact Stephanie Bourne at 269.330.0466 or Stephanie@ERNSuccessCoach.com



Power Outage at Specialized Residential Homes

CLO now has generators located at all of our group home locations. In the event of a power outage the generator will start up and keep essential electric functions running.

The biggest users of power in our homes are these, in order: Air conditioner Oven/Stove Dryer Microwave

Some issues to keep in mind:

- The temperature in the home is the primary function of the generator – keeping the home within a safe temperature range no matter what the season is one of the reasons we put them in.
- Other essential functions include consumer nebulizer, oxygen etc. Lighting should be muted – safely lit and able to navigate around the home but every light in the home should not be turned on.
- Cooking can be done, but be mindful. Make sure the dryer is not running, don't have the stove and microwave running at the same time.
- Do not do laundry, run dishwasher or do non-essential tasks such as vacuuming when the power at the home is being run through the generator.
- It may be hard to notice that the power has gone out with a generator. Usually the electricity will go off very briefly, then the generator starts. If you think that has happened, check the neighborhood to see if neighbors have power. Listen outside for a motor running that sounds like a huge lawn mower. That's your generator.
- Call Consumers' Energy or go to their website to see when the power will be restored. This will give you an idea of when the generator will turn off, so laundry, etc. may resume.

When used correctly, the generators should allow us to shelter in place rather than relocate. If the power goes out after hours please notify on-call. Questions? Check with Ben.



Staff Birthdays

Regina Mugo
October 3

Michele Black
October 4

Trevar Hamblin
October 16

Ashley Daniels
October 19

Deanne Buskirk
October 23

LaToya Black
October 26

Malissa Hassane
October 31

Peggie Kiwanuka
November 2

Janet Kientz
November 2

Danica Millard
November 11

Maureen
McFadden
November 14

Joseph Adams
November 19

Lisa Jasensky
November 22

Amber
McPherson
November 27

Patrice Smith
November 28