

Campus Connection

Monthly Newsletter for the Employees of Central Virginia Training Center



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- 2nd Quarter LMS Courses

February 2015

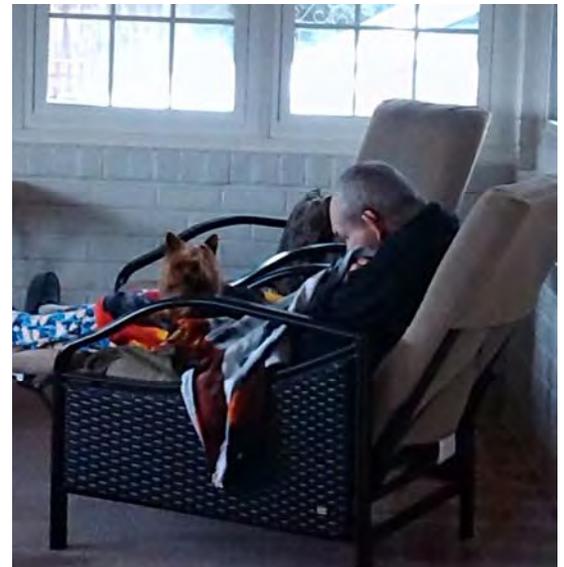
Lewis is Finally Home!

Lewis' journey to community living started six years ago when Tim and Patty Robertson began taking him on outings, to church with them on Sundays and home with them on the weekends. Tim and Patty had both worked with Lewis at CVTC for many years and developed a very close relationship with him. Eventually Lewis was no longer just a friend who resided at CVTC. He was truly a part of their family and he regularly participated in family functions and activities. He even helped Patty pick out a family dog about three years ago; a tiny teacup Yorkie they named Ace.

Tim and Patty also developed a relationship with Lewis' biological family. During holidays and special occasions, they provided transportation for Lewis to visit his family in Culpeper, Virginia. As time passed it became obvious to everyone that perhaps it was time for Lewis to find a home outside of CVTC. With the full blessing of his biological family, Tim and Patty decided to become sponsored residential providers with DePaul's Community Resources and bring Lewis home for good. Once Lewis found out he was going to live with Patty and Tim permanently, the move could not come quick enough for him! He excitedly counted down the days by marking them off on his personal calendar.

Since going to live with Patty and Tim, Lewis has continued to work at Lynchburg Sheltered Industries (LSI) where he has worked since 1993. He is very proud of having a job and the paychecks that he receives. On payday, Patty takes him to the bank to deposit his check into his personal savings and/or checking accounts.

After work each day, Lewis always wants to go to one of his favorite places: the fire station! Anyone who has ever met Lewis knows pretty quickly that he has a passion for fire trucks.



Lewis relaxes in his new home with his buddy, Ace.



Working remains an important part of Lewis' life.

During one of his after work trips to the fire station, he discovered they had just received three brand new fire trucks. He was actually the first non fire department personnel to see them! He was thrilled when a fireman spent time with him explaining all of the wonderful things about the new ladder truck.

Lewis has an impressive collection of fire department related memorabilia at home. His bedroom is decorated with very nice pictures of fire trucks; one of which was drawn by CVTC's Facility Director, Sharon Bonaventura. He also has a display of fire truck collectables in the basement.

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Enjoying a game of Monopoly.

Lewis is thoroughly enjoying his busy life. Along with work, trips to the bank and stops at the fire station, he loves going to restaurants (Hibachi is his favorite), shopping, bowling, going to church, grocery shopping, attending basketball games several nights a week, volunteering at the Pancake Jamboree (SFEC), and playing Bingo. He also visits the Veteran's Care Center in Salem, Virginia, to visit with a family member and other veterans. Lewis' visits brighten the day of every veteran he encounters!

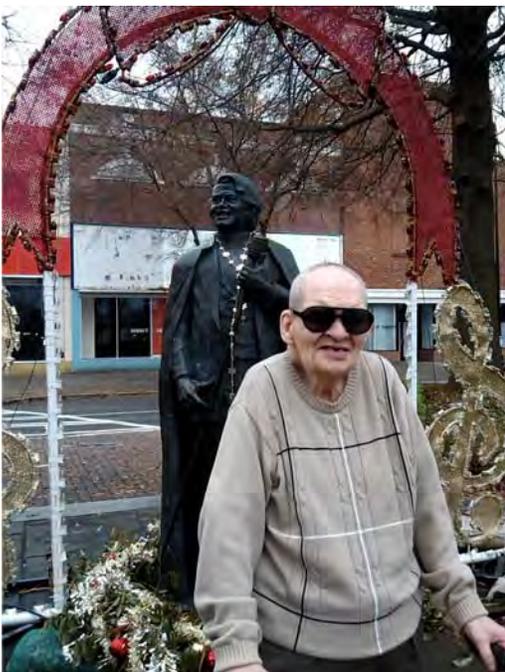
During the holidays, Lewis actively participated in Christmas shopping and did a great job of picking out a Christmas tree for his home and helping to decorate it. Continuing the longstanding tradition, he also spent several wonderful days with his family in Culpeper. After Christmas, he traveled to Georgia with Tim and Patty to visit family and friends, go sightseeing and shop.



Celebrating a special Christmas with the Robertsons.

While at home, Lewis enjoys many activities including watching his favorite TV programs, helping prepare and plan meals, packing his lunch for work, walking in the neighborhood, walking to the mailbox to get the mail, watching sports (football and basketball especially) on the big screen TV in the basement from the comfort of his recliner, playing board games with family and friends, working out (lifting light weights and completing arm, neck and leg exercises) with Patty's teenage son and Tim, and playing with his dog Ace. According to Patty, Ace and Lewis have to sleep together at night or else no one gets much sleep. Patty and Tim both walk in the neighborhood with Lewis and report that he is actually meeting and socializing with neighbors that Tim and Patty never knew before.

Although Lewis wants to stay on the go, he has also embraced opportunities to learn new things. Patty has purchased activity books for addition, subtraction and shape recognition and Lewis enjoys working in them. Additionally, he is becoming accomplished at completing Word Search puzzles. It was a little challenging at first; however with the support of Tim and Patty and Lewis' determination, he is now a wiz! Patty and Tim are also teaching him how to drive the electric scooter chairs, with supervision of course, at Sam's Club when they go shopping. Lewis loves it!

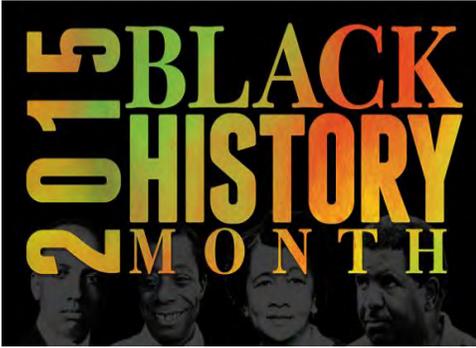


Visiting the James Brown Monument.

While Lewis was loved and will be missed by all of the staff who came to know him during the 43 years he lived at CVTC, the feeling may not be entirely mutual. During a recent visit to Lewis' home, Kimberly King, CIM, was discussing CVTC with Patty when Lewis interrupted to say, "Lewis not going back no more. This is Lewis' home!" You're right Lewis. You are finally home.



All dressed up for a holiday outing.



February is Black History Month!

The Recreation Department is celebrating America's Black History with the showing of the movie "42, The Jackie Robinson Story" on February 19 at 7:00 PM in the Davis Auditorium.

We are asking that everyone contribute in the commemoration of Black History Month by creating items to be on display. We will accept the contributions at the Movie night on February 19 and present them in the atrium of the Davis building for the remainder of February.

We hope everyone will come and celebrate this month full of admirable Americans and their stories of triumph!

Katie Duff, Recreation Director



February Activities

Craft Night

February 5, 7:00 PM, Auditorium

Valentine's Dance

February 12, 7:00 PM,
Auditorium



Movie Night

February 19, 7:00 PM, Auditorium

March Madness Activity

February 26, 7:00 PM, Auditorium

SFEC Members Attend Conference in Hampton



Four members of the Special Friends Exchange Club (SFEC) from CVTC attended the **Mid-Winter Colonial District Conference** in Hampton, Virginia, from January 30 to 31, 2015. The first picture has 13 members from the SFEC of Hampton with the 16 members from the SFEC of Lynchburg. We joined together on Friday evening at the First United Methodist Church for a hotdog meal and fun. The SFEC of Lynchburg also presented a skit on child abuse prevention (The Exchange Club's National Project) to the Hampton group as well as invited guests. Invited guests included the CEO of the Exchange Club from Ohio, the national treasurer from Pennsylvania, and regional directors from other areas of Virginia. We spent the night at the Holiday Inn Express-Coliseum and had to be ready for our first meeting at 8:30 am. In the morning session there was a marionette performance by a professional group in Virginia Beach on the subject of child abuse. In the afternoon, we attended the awards ceremony where the SFEC of Lynchburg received the following awards for the 2013-2014 year:

- Increased Membership Award,
- The Community Service Award for 17 projects,
- Service to Youth Award for one project,
- Child Abuse Prevention Award for two projects,
- The Americanism Award for five projects, and
- The Quality Club Award.

As you can see, the members of the SFEC of Lynchburg stay very busy with volunteer projects to help us have a better community in which to live.



Guidelines for Filling Out the Staff Inservice Training Record

For Presenters/Instructors

When training CVTC staff, you must use the latest Staff Inservice Training Record (Form 707-848, revised 4/2014). Please delete or dispose of older, outdated versions. The current form is available on the CVTC Intranet, under *CVTC Forms, Staff Training*. You will be able to fill it in on the computer and save a copy to your documents for future use. Clicking on the *Clear Form* button will remove all information previously entered on the form. Use the Tab Key to go to the different text fields.

For training held in the Nagler Building, click on the appropriate box. For training outside of Nagler, fill in the building number of the training location.

When putting start time and end time indicate if it is AM or PM (example: start time 9:00 AM or 9:00 PM; end time 9:30 AM or 9:30 PM). **DO NOT USE MILITARY TIME!**

The image shows the 'Staff Inservice Training Record' form from the Central Virginia Training Center. The form includes fields for Program Title, Date, Start Time, End Time, Presenter(s), and a table for participants. A 'Clear Form' button is circled in red in the top right corner. The form also contains instructions for presenters and participants, and a table for recording participant information.

Guidelines at a Glance

- Only use the Staff Inservice Training Record Form **707-848, revised 4/2014**.
- If filling the form in by hand, **write legibly!**
- Include start and end time; be sure to denote AM or PM.
- **Do not use military time.**
- Use a separate form for each training date.
- **Do not write on the back of the form.** Use an additional form if you have more than 14 participants.
- Make sure the names of the participants are **legible** and that last names are listed in the first column and middle initials are included.
- Make sure participants are not using old center names (Banister, Rapidan, etc.). They must use building numbers or department names.
- Send the **ORIGINAL** form to SD&T within 5 days.

Do not write on the back of the inservice record. If you have more than 14 participants (the number of lines on the front), use another sheet.

Although it is preferable to have the form filled out electronically, if you do fill out the form by hand, be sure all the training information is legible.

If you or others have the same inservice over several days, please use the same program title and use a separate sheet for each date.

Before submitting the *Staff Inservice Training Record* to Staff Development and Training, review the form to make sure the names of all participants are legible. The form will be sent back to you if we cannot read any of the names.

Within five working days of the training, send the original Staff Inservice Training Record to the Data Entry Operator in Staff Development and Training. You may keep a copy for your files, but **SD&T must have the original.**

Remember, this form is to be used for CVTC staff only. There is another form to record the training for community providers.

For Participants

Because we no longer require your employee number or the last four digits of your social security number on the form, it is **extremely important that you print your information CLEARLY. If we cannot read your name, you will not receive credit for attending the training.**

Be sure to enter your last name in the first column. **It is important that you fill in your middle initial as we have employees with the same last and first names. Use your legal name as it appears on your social security card. Do not use nicknames or abbreviated names.** For example, use "Elizabeth", not "Beth", or "James", not "Jim".

Put the building number or department where you work. Do **not** use the old center names such as Banister or Rapidan.

Your Training Record: All Preservice Training, Core Training, and inservices, etc., are on your LMS transcript. If you need a copy of the training you have received, simply print your LMS transcript from the LMS link on the Intranet.

Campus Connection Submissions

If you would like to submit an article, announcement, or a note in the "Personals", contact Dianne Young via e-mail, campus mail, or by calling 7.2149. All submissions must be approved by the editorial staff and may be edited for space. Deadline for the March issue is February 26.



2nd Quarter LMS Courses Now Available

All employees must complete the mandatory courses by March 31.

After you complete all courses, you are expected to print your course transcript and submit it to your supervisor. To view and print your transcript:

- Log on to the Knowledge Center.
- Click on **My Workspace**, then **My Transcript**.
- Enter desired **Date Range** and click **"Apply"**.
- Click **PRINT VERSION** to print transcript.

On the Intranet, under **Employee Training > LMS Schedule**, you will find the course listing and a *LMS Instruction Guide* if you need more guidance in completing courses.

Pre-service employees are expected to begin LMS courses in the month they are counted as coverage.



Log in using your **COV login** (firstname.lastname@dbhds.virginia.gov) and **password** at least once per quarter (preferably monthly) to keep your **COV account** enabled.

9 Courses for Direct Contact & Support Staff Search Text: dc2 or ss2

CVTC Fire Alarm Procedures

CVTC Person Centered Planning in VA

CVTC Policy Pointers I

CVTC Policy Pointers II

CVTC Policy Pointers III

CVTC Policy Pointers IV

CVTC Risk Management

CVTC Storm Water Management

CVTC Use and Operation of State Owned Vehicles



Questions? Contact:

Gary Anthony, 7.6250; Pervis Thomas, 7.2749;
Jeff Wilder, 7.6278; or Dianne Young, 7.2149



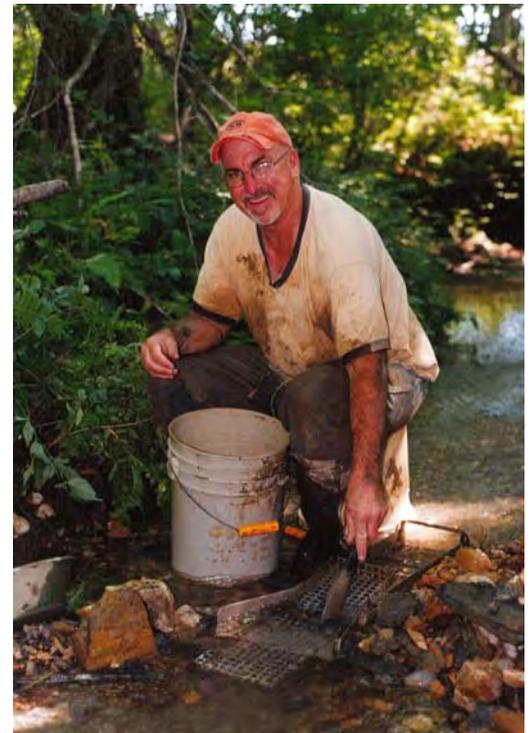
All that glitters isn't gold, but that doesn't stop Graham Watts from searching. Graham, who works in the Wheelchair Shop, is a bona fide gold prospector! Like many of us, he thought California was the only place to find gold, until he read an article on the first gold rush in Virginia. Discovering that gold was so close by sparked an interest and avocation in mining that now spans over 23 years. Every weekend, year round, you can find Graham up to his knees in mud and creek water panning for gold nuggets or with a pickaxe and shovel digging along banks and mounds. In the dead of winter, he breaks away the ice on a frozen creek in search of those shiny rocks! That's dedication!

Graham is a member of the Central Virginia Gold Prospectors, a group who pool their resources to lease land in Buckingham County for prospecting. They prospect on land that was mined back in the 1800s. Because of the primitive mining methods used then, the availability of gold still exists today.



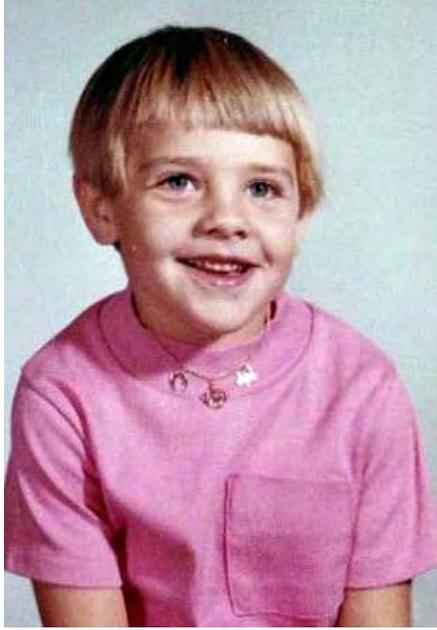
Although he's not getting rich from this hobby, Graham does find enough nuggets to pay for his mining excursions, plus a little extra for his pocket. During warmer weather, his wife accompanies him. He says she can pan as good as he can!

There's gold in them thar hills, Graham!
Happy prospecting!



Do you have or do you know a co-worker who has a special hobby, talent, or interest you would like to share in this newsletter? If so, contact Dianne Young at 7.2149 or via e-mail. It's always interesting to learn a little more about those we work alongside every day.

Who Is It?



Growing up I rode horses and motor bikes.
 Let other kids ride those wagons and trikes.
 For about 8 years, I was in girl scouts.
 I know survival inside and out.
 Those girl scout cookies sure do sell.
 I make a cookie called a pizzelle.
 Those scouts work hard, till their cookies sell out.
 My pizzelles are so good.
 They would make a scout pout!
 I've played and I've coached all kinds of sports.
 I'm very diverse, with skills of all sorts.
 I have 6 siblings...1 brother...5 sisters...
 All from the very same mother and mister.
 I've been an EMT for 7 years.
 Currently, I'm switching gears.
 I'm studying now to become a firefighter.
 Be careful with your matches and lighter.
 I have 2 handsome sons and 1 lovely daughter.
 We love each other, just like we outta!
 I also have 2 precious grandsons.
 They certainly do make my life lots of fun.
 It would be a crime if the world was beachless.
 I hope all these clues haven't left you speechless!

Who Am I?

The first two people to submit the correct answer (one for the online issue; one for hard copy) by e-mailing or calling Dianne Young (7.2149) will receive a prize and will have their name published in the next issue.

Last Month's Winners

Congratulations to Jay Losada, Speech, and Cheryl Tomlin, Transportation, who were the first to correctly identify last month's mystery person as Dianne Young (ok, I was desperate for a photo!).

To submit your picture, call Dianne Young at 7.2149.

Personals



Thank You

I would like to take this opportunity to say Thank You for your words of encouragement, delicious food, phone calls, cards, visits, monetary donations, listening ear, and your prayers for me and my family during the illness and death of my mother Frances E. Rucker. We are so blessed and thankful to have so many people like you in our life. Thank You for everything said or done with us in mind. Continue to keep us in your prayers.

Stella Hall and Family



Closing in on a Year and Topping 637 Pounds!

It has been almost a year since we started the Weight Watchers At-Work Program here at CVTC. And as a group we surpassed the big 600 pound milestone, having lost a grand total of **637.8 pounds** since February 20th, 2014.

If you'd like to have a healthier lifestyle, you are welcomed to attend a meeting to see what it's all about. The CVTC group meets each **Tuesday in Room 106** of the Nagler Building (unless otherwise posted). Stephanie, our leader, arrives at 11:30 AM to answer any questions about the program and for members' weigh-in. The informative and motivating lecture is held from Noon to 12:30 PM.

Weight Watchers' proven approach is designed to help change people's relationship with food for good. In addition to weekly program materials, you will receive free e-Tools: digital tools and apps accessible on your phone, tablet and computer that will help you on your weight-loss journey. In addition, activity tracking devices such as a Fitbit®, Jawbone® and ActiveLink® easily sync to your Weight Watchers' account to pair weight loss expertise with activity monitoring. Plus, you will enjoy the convenience of attending meetings on campus while benefiting from a reduced monthly fee for state employees.

To sign up, go to <https://wellness.weightwatchers.com>. Use the codes:

COMPANY ID: 63569 PASSCODE: ww63569

This will give you the reduced monthly rate of \$34.35. If you attend 9 out of 12 meetings, you will be eligible for a 50% refund on this rate three times a year.

If you have any questions, call Dianne Young at 7.2149.

CVTC Welcomes New Employees!

Please welcome the following employees hired in January and help them feel “at home”.



Left to Right, Back Row: Brandy Muller, LPN; Tahara Bryant, DSPII; Michael Bodnar, PPS; Britney Gulick, CNA; Cherie Stocks, CNA; Ebony Christian, DSPII

Left to Right, Seated: Alyssa Dean, DSPII; Teneshia Ferguson, DSPII; Troy Russell, DSPII; Cynthia Burselli, RNIII, NP; April Brewer, CNA



Left to Right: Michelle Mann, DSPII; Brittany Hubbard, CNA; Angela Adcock, DSPII; David Jenkins, EMT; Whitney Gray, CNA; Tahisha Williams, CNA; Debbie Scott, LPN



Career Pathway Validation Tip

Pre-planning is the key: Many clinicians and program staff may not be available to perform the validation at the exact time that you ask. If they are not available when you ask, ask them to commit to a date/time that is mutually agreeable to both of you. It is best to have the validation completed when both you and the validator are not rushed.

SD&T instructors can assist employees with validation check offs. Contact Jeff Wilder at 7.6278 to schedule a time and instructor to assist. Contact Eric Verdu at 7.6354, for more information.

Educational Assistance



The Educational Assistance Committee meets on the second Tuesday of the month. Applications must be approved prior to course starting date by the Supervisor and Building Manager, Department Head, Educational Assistance Committee and the Facility Director. Applications must be sent to Staff Development and Training no later than the Monday preceding the meetings. Information regarding educational assistance is included in Policy Pointers as part of LMS training.