



Bay-CSS Participates in Week of Hope



Bay-CSS was excited to be a participating charity in Week of Hope, a Mission Trip Camp where youth volunteers travel to other states to perform service work for area charities that benefit the individuals the organizations serve. Bay-CSS was thrilled to be a day camp participant and host several youth volunteer groups from Pennsylvania area churches over seven days of the event from Monday, July 6th - Wednesday, July 15th. The youth volunteers from First Presbyterian Church, The Journey Church, Trinity Presbyterian and Chinese Christian Church in Pennsylvania were assigned to several of our residential group homes in Anne Arundel County and assisted with yard care and cleaning projects that included cleaning windows and sheds and washing and detailing some of our Agency Vehicles. Bay-CSS would like to thank the wonderful student volunteers for working so hard and giving part of their summer to benefit the individuals served by our Agency, to the caring churches noted above for their participation in this worthy event and to the dedicated Week of Hope Staff for organizing the Program.

Thank you to **Rica Todd, Tausha Johnson, Monique Forrester, Lex Pepe and John Spencer** for all their efforts to make the Youth Mission Camp such a success.

-Brandy Blackstone, Communications Manager



Employee of the Quarter

Allene Webb

Please join us in congratulating **Allene Webb**, Bay-CSS Direct Service Specialist, for being named Employee of the 4th Quarter for FY 2015. Allene has been with the Agency since 2011, and currently works at Lisa Drive in Waldorf. Congratulations Allene!! Great Work!!! Congratulations also to Allene's fellow nominees **Alain O'Song** and **Bonnie Scott**. **-Brandy Blackstone, Communications Manager**

Dare to Care Winner

Rosanna House

Please join me in congratulating the management and staff of Rosanna for winning the Dare to Care challenge for the 4th quarter. You dared to care and it shows. Congratulations!!! **-Terah Thomas, Quality Enhancement Manager**



Farewell & Best of Luck to Alexander "Lex" Pepe

I am deeply saddened to inform you that **Lex** has resigned his position as CSLA/ISS Program Coordinator. He will be leaving us the end of July. Lex you will be greatly missed by us all here at Bay-CSS. Much success to you as you begin your new life and career. It has been a pleasure working with you!!! Thank you for all your hard work and dedication to those we serve. **-Rica Todd, Operations Manager**

ANNOUNCEMENTS

New Hires

Please join us in welcoming the following new Bay-CSS employees.

Pricilla Gough
Lisa McDowell
Krystal Morgan
Ezekiel Jayweh
David Seke
John Levay
Sara Tongue
Colette Carl
Miyana DeVeaux
Crystal Shorter
Folake Opara
LaShay Mackell



004182

Completed Training

Tawanna Bishop
Lateesha Cooper
Yolanda Cutchember
Adaeze Etunnuh
Connie Howard

-April Krauth, Personnel Administrator

Procedures for Reporting Agency Donations

Just a friendly reminder: Please let me know if you ever receive a donation for the Agency (both gifts and monetary donations). You can send me a quick email or give me a call (301-863-8870, ext. 322 or blackstoneb@baycss.org). I will log the donation, note a thank you to the donor on our website and in our records to go in the Agency's Annual Report.

Additionally, we send thank you letters to the donors so it's helpful if you can ask for their address at the time the donation is made. The letter also doubles as documentation for their tax records.

Please note that if the donor would like a value noted on the letter, we would need to have a copy of the receipts for the donation. Please don't hesitate to call me if you have any questions.

-Brandy Blackstone, Communications Manager

July

BAY-CSS BIRTHDAYS

Julia	Fawehinmi	7	5
Ayodelle	Johnson	7	5
Mirtea	Moran	7	5
Dominique	Thomas	7	7
Sariesha	Dyson	7	8
Sharita	Gross	7	11
Vivian	Smalls	7	12
Amanda	Randall	7	13
Becki	Mbure	7	16
Jessica	Montgomery	7	16
Pamela	Williams	7	17
Paul	Bowles	7	18
Yolanda	Cutchember	7	21
Kirsten	Jordan	7	22
An	Vuong	7	22
Abisola	Adegboyega Bagby	7	23
Doris	Glasper	7	25
Anita	Nelson	7	26
Elizabeth	Trossbach	7	26
James	Illenberger	7	27
Belinda	Young	7	31



Please join us in wishing everyone a Happy Birthday

BAY-CSS ANNIVERSARIES

Brittanie	Bartz	7	9	2009
Todasha	Foster	7	10	2014
Judy	Smith	7	10	2014
Dominique	Thomas	7	14	2010
Doris	Glasper	7	15	2005
Mirtea	Moran	7	15	2005
Sharita	Gross	7	16	2014
Sharon	Peake	7	16	2005
Vidalina	Rosado	7	16	2004
Bobbilene	Brown	7	17	2014
Alexis	Scriber	7	21	2014
Allene	Webb	7	21	2011
Lisa	Thomas	7	22	1997
Rica	Todd	7	22	2005
Olabisi	Solabi	7	23	2014
Kirsten	Jordan	7	30	2014
Lawanda	Shively	7	30	2014

Employee of the 4th Quarter Nominations

Nominee: Allene Webb, Direct Service Specialist

I nominate Ms. Allene because she is always there for me and the clients. She always puts the ladies in her home first. She does doctor appointments when I can't do them. She always does a good job. Job well done Ms. Allene.

Nominee: Allene Webb, Direct Service Specialist

Ms. Webb will assist whenever and wherever she is needed - when clients have doctors and therapist appointments, with the grocery shopping, client outings, and clothes and hygiene shopping. She also steps in when staff calls out on any shift. When clients ask for items and she can get them, she will come back by on her days off to put a smile on their face. Ms. Webb really cares for these clients. as if they were her own children and will go to the moon and back for them.

Nominee: Allene Webb, Direct Service Specialist

I nominate Ms. Alene as Employee of the 4th Quarter. She is very dedicated to the clients in the house. She comes in every day with a smile. She lifts the spirits of the clients. The clients are always put first. She takes them on outings, making sure their concerns and safety come first. She visits them on her days off. She works well with other staff in the house.

Nominee: Alain O'Song, Floater

Alain is one of the best that have ever done it. He lights up the clients' day with his smile and joyful greetings. Alain is always in a jolly mood, singing, dancing and whistling while he works. All of the clients and staff members enjoy having Alain around and love to see him interact with everyone. Thank you Alain for everything.

Nominee: Alain O'Song, Floater

Alain has been a Floater for over a year now. He is very knowledgeable of all the clients he works with. He has a pleasant demeanor and is always willing to complete whatever is requested of him. The clients and other staff enjoy working with him. I so wish we could clone him to make 40 more of him!

Nominee: Bonnie Scott, Program Coordinator

The reason why I chose Bonnie is because she is a very outstanding supervisor. She always goes above and beyond for her clients. She is always making sure that her ladies get extremely good care—the love they need, she takes time out each day to spend time with each and every one. Also, when our Betti Russell passed away, she took the time out to sit with her until her passing—keeping in touch with her staff to let us know how she was doing. Her family greatly appreciated it with the upmost. She also made sure that White Elms ladies attended the funeral services. Since day one when I arrived here, anything I didn't know or understand, she took time out to teach me. She is very extraordinary lady. One of the best!

Please join us in congratulating all of our Employee of the Quarter nominees, and to Allene Webb once again for being named Employee of the 4th Quarter for FY 2015.



YOUR OPINION MATTERS

Hello to everyone who works at Bay-CSS. This week, anonymous Employee Satisfaction Surveys were sent to all Bay-CSS Staff by email. These surveys were sent in an effort to find out how happy you are working at Bay-CSS. What does Bay-CSS do well? What does Bay-CSS not do so well? I sent this same survey out back in December—thank you to everyone who responded. We listened to your responses and followed-up. Did our follow-up make a difference? Tell us what you think now.

As an employee of Bay-CSS, your thoughts are very important and I'd appreciate you taking a few moments to help us improve our Agency.

Please click on the link in the email or go to the link included below and complete the 10-minute survey. Please make sure to get your responses in through Survey Monkey before August 14th to be counted. Use the computers at the houses or use your phone or a computer in the office. All responses are totally anonymous and will all be read and followed-up on accordingly. Thanks for helping Bay-CSS and our services to people with disabilities be as good as we can be!!!

Employee Summer 2015 Feedback Survey: <https://www.surveymonkey.com/r/KV6LFM6>

Thanks!

Mitzi Bernard,
Executive Director



Below is a very positive email that was received from our newest client's family at Millersville. Thank you Millersville Staff for doing such a wonderful job. - **Rica Todd**, Operations Manager

"Hi Tausha,

*Every other Friday I volunteer at Woods and while I am there I assist with **Melberne's** lunch. Today the staff told me what a delight it is to see Melberne arrive each morning all smiles, she smells so nice, is dressed in matching clothes and always with holiday appropriate earrings. Today she was wearing American flag earrings. I told them that all the credit goes to her house staff for the way she looks, dresses and smells. They said that they wish some of the other group homes in which their day program participants would take a lesson from those who care for Melberne.*

Nice compliments for you to share with your staff. Thanks - Made me feel good!

Jerry"

NEWS & HAPPENINGS



Please join us in congratulating **Jessica Puzon**. She started work at her first job at Food Lion on July 22, 2015. Congratulations Jessica and best of luck!!!
- *Becki Mbure, Vocational Field Manager*

Bay-CSS Service Recipients Out and About



Mark Steinlein and Ryan Gerhold had a great time on a recent trip to the Patuxent River Naval Air Museum in Lexington Park.

Bay-CSS Service Recipients Being Creative



Greenwell Activity Center participant, **Greg Cutchember** (left), is enjoying learning how to knit from **Winnie Wallace**, Bay-CSS Direct Service Specialist. He is catching on quickly and plans to knit a scarf for his first project, and Edgewater Activity Center participant, **Amanda Rarely** (right), has created this mural to send to Chesapeake Region Accessible Boating (CRAB), a sailing program for persons with disabilities and their families to access Chesapeake Bay from Annapolis, **Maryland's** Sandy Point State Park, in appreciation for a recent day sailing that the organization arranged for some of our Activity Center clients. Another sailing outing is being planned for our Greenwell Activity Center participants this month.



The Edgewater Activity Center participants had a wonderful time visiting Homestead Gardens in Davidsonville for the Crapemyrtle Festival.

-Pictures submitted by **Gail Fletcher, Becki Mbure and Rhonda Roberson**. Please keep the great pictures coming!



Please visit the golf event website (www.baycss.org/golf.html) for information on how to become an event Donor or Sponsor. Thank You!

*Please join us for a fun day of golf at
The Golf Club at South River in
Edgewater, Maryland on
Monday, September 14, 2015 and enjoy
breakfast by Starbucks and Panera Bread
Lunch provided by Bayside Bull*

***Sign up by July 15th to get 1 FREE
FAIRWAY MULLIGAN!***

*Money raised from the event will help fund
Bay-CSS services for individuals with
disabilities in Maryland.*



Bay-CSS is a 501(c) (3) Company and an affiliate of the
United Way of Charles and St. Mary's Counties.

Register Online: www.baycss.org OR Contact: Brandy Blackstone (443) 336-7588

Edgewater Vacancy List



Lexington Park Weekly Vacancy Report

Effective 7/7/2015

Position/ Coordinator	Date Updat- ed	Description	Total Hours Week 1	Total Hours Week 2	Location
Coordinator	5/27/2015	Wk 1 & 2=37.5 hrs each week (Exempt)	37.5	37.5	Greenwell
Supervisor	4/12/2015	Wk 1 & 2=40 hrs each week	40	40	Greenwell
Supervisor	5/14/2015	Wk 1 & 2=40 hrs each week	40	40	Waldorf
Nurse	6/25/2015	Wk 1 & 2=Hrs Vary	20	20	Waldorf
Nurse	6/1/2015	Wk 1 & 2=Hrs Vary	20	20	St. Mary's
PRN/TL	7/7/2015	Wk 1 & 2=Hrs Vary	20	20	Waldorf
PRN/TS	7/7/2015	Wk 1 & 2=Hrs Vary	20	20	Varies
DSS/AN	4/15/2015	Wk 1 = Sun 11p-7a Wk 2 = Mon 11p-7a, Sat 11p-7a	8	16	Cartwright
DSS/BS	6/23/2015	Wk 1= Sun, Mon, Sat 3p-8p, Wed 6-9am Wk 2= Sun 6a-2p, Sun, 3p-8p	18	13	White Elm
DSS/BS	6/23/2015	Wk 1=Sun 2p-9p, Fri 630a-9a, Sat 3p-10p Wk 2= Sun 3p-10p, Fri 630a-9a	16.5	9.5	Bel Air
CSLA/TS	7/7/2015	WK 1 = (KS) Sat 2p-7p	7		Cedar Lane
CSLA/TS	7/7/2015	WK 1= Sat 3p-10p, WK 2= Sun 3p-10p	7	7	Lexington Park
CSLA/AN	4/15/2015	Wk 1 & 2= 6a-7a Mon-Fri, Sat 9a-2p	10	10	Callaway
CSLA/AN	4/15/2015	Wk 1 & 2 = Sun & Sat 9a-2p	10	10	Waldorf
CSLA/TS	4/15/2015	Wk 1 & 2 = Sat & Sun 5p-10pm	10	10	Lexington Park
CSLA/AP AA Hours	4/11/2014	(VS) Wk 1 & 2= 12hrs a week for activities (prefer male for sports)	12	12	Chesapeake Beach
Total Hours			258.5	247.5	

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<http://www.facebook.com/BAYCSS.org>



Lexington Park Weekly Vacancy Report

Effective 6/26/2015

Position/ Coordinator	Date Updated	Description	Total Hours Week 1	Total Hours Week 2	Location
Coordinator	5/27/2015	Wk 1 & 2=37.5 hrs each week (Exempt)	37.5	37.5	Greenwell
Supervisor	4/12/2015	Wk 1 & 2=40 hrs each week	40	40	Greenwell
Supervisor	5/14/2015	Wk 1 & 2=40 hrs each week	40	40	Waldorf
Nurse	6/25/2015	Wk 1 & 2=Hrs Vary	20	20	Waldorf
Nurse	6/1/2015	Wk 1 & 2=Hrs Vary	20	20	St. Mary's
PRN/TL	3/18/2015	Wk 1 & 2=Hrs Vary	20	20	Waldorf
PRN/TS	5/14/2015	Wk 1 & 2=Hrs Vary	20	20	Varies
DSS/AN	4/15/2015	Wk 1 = Sun 11p-7a Wk 2 = Mon 11p-7a, Sat 11p-7a	8	16	Cartwright
DSS/BS	6/23/2015	Wk 1= Sun, Mon, Sat 3p-8p, Wed 6-9am Wk 2= Sun 6a-2p, Sun, 3p-8p	18	13	White Elm
DSS/BS	6/23/2015	Wk 1=Sun 2p-9p, Fri 630a-9a, Sat 3p-10p Wk 2= Sun 3p-10p, Fri 630a-9a	16.5	9.5	Bel Air
CSLA/TS	6/25/2015	WK 1 = (KS) Sat 2p-9p	7		Cedar Lane
CSLA/AN	4/15/2015	Wk 1 & 2= 6a-7a Mon-Fri, Sat 9a-2p	10	10	Callaway
CSLA/AN	4/15/2015	Wk 1 & 2 = Sun & Sat 9a-2p	10	10	Waldorf
CSLA/TS	4/15/2015	Wk 1 & 2 = Sat & Sun 5p-10pm	10	10	Lexington Park
CSLA/AP AA Hours	4/11/2014	(VS) Wk 1 & 2= 12hrs a week for activities (prefer male for sports)	12	12	Chesapeake Beach
Total Hours			251.5	240.5	

BAY-CSS ANONYMOUS FRAUD AND ABUSE REPORT LINE

1-410-224-4205, Ext. 119

READ BUZZ SHEET -Your Employee Newsletter

There are 6 numbers in a box in each newsletter. Be sure to look for them to see if they are your 6-digit file# from your check stub. If you find your number, claim your prize by emailing Brandy Blackstone at blackstoneb@baycss.org by 9 AM Tuesday, August 4, 2015. The current jackpot is \$80. Check this issue of the Newsletter and see if you are the winner.

Email or call Brandy Blackstone, Communications Manager, at blackstoneb@baycss.org or (301) 863-8870, ext. 322 with any questions about the Newsletter Jackpot Contest. Thank you.