



Peak Community Services, Inc.

"The Back Page" for June 2007

Personnel Policy Revision

We have initiated the process of revising the personnel policies of the agency. Revision of such documents is always a lengthy process. It began several months ago when an initial review was conducted. It has worked its way thru revisions and we should begin the process of reviewing the draft of a revised manual with the Administrative Team and then the Personnel Committee of the Board of Directors within the next couple of months.

There are many reasons for revision of our personnel policies. Some are outdated, some should be procedures instead of policies, and there are some new areas that need to be addressed. At the core of this revision is the desire to make the personnel policies a document that, when a new employee reads them, the person says, "Hey, this is going to be a great place to work." We also want existing employees to read them and say, "These policies reflect the positive work environment I experience everyday."

Working in human services is both rewarding and challenging. While we strive to be competitive with other human service organizations in terms of salary and benefits, we also know that we cannot be competitive with many large for-profit corporations. In that light, we want our personnel policies to put into written form the rules by which we must all abide, but we want to do so in a way that is clear, positive, and supportive. Our consumers have taught us that it is much more productive to focus on their skills and strengths rather than their performance deficits and weaknesses. They have taught us that it is better to assume that a person can learn than it is to assume they are unable to acquire new skills. We are applying those lessons to the personnel policies in the form of focusing on the positive and supportive aspects of working for Peak Community Services, Inc. as well as the necessary rules by which our work gets done. As we progress with this process, we will keep everyone updated.



Don

Suggestion of the Month

PAM SHOOK

Pam suggests Adam teach another person who is usually here early to fix the "no e-mail" issue that seems to happen often early in the morning.



So What's Up With That?

Good suggestion Pam, one person has already been trained on this issue, and there are plans in the works to train a second. Thanks!

Logansport Employee of the Month

BOB ALLEN

Bob goes beyond normal job requirements. For instance, helping out on moving day for the new 19th street group home and going to families homes for interviews, etc.

Well deserved! Congrats Bob, enjoy your premium parking space! :-)



Winamac Employee of the Month

DANETTE SHEPPERD

Danette works in the Ladies SGL home in Winamac. While providing quality services for the SGL women and upholding the values of Peak Community Services, Danette is also raising a family AND attending college full time. Last semester Danette earned a 3.6 grade point average at Purdue University.

Thank you for your dedication to the consumers and congratulations on continuing your education in a stellar manner!



Welcome New Employees!

Bridget Enyeart

Megan Horton

Serena Kendall

Workshop Can Recycle Cardboard



The Logansport Work Services Program can now accept corrugated boxes for recycling. Bring your cardboard boxes into the workshop and they will take care of it!

WELLNESS UPDATE

The Wellness Program is getting an update.

Instead of having a wellness session each month, we will have a wellness session once a quarter and the other months will be based on email correspondence.

If you are currently involved in the wellness program, beginning this month you will be sent an email and required to respond for credit.



Winamac Consumer of the Month

NELSON REAKER

Over the last month Nelson has increased his production in the vocational area of the Work Services program. He has become an active participant in the Movie Club and has taken an active roll in the environmental component of the program day.

Fantastic Job!

