

INFORMER

WMCAP



Welcome Spring!!

March 1st, 2010

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Daylight Savings Time
Begins

March 14th, 2010



Sad News......For the past two newsletters NO WINNERS have come forward to claim their prizes, it makes us think that employees do not

enjoy reading their newsletters. So don't forget to look inside this Spring edition newsletter—we have AWESOME prizes to give away.



HOW TO MANAGE ANGER



Frequently losing your temper not only alienates others, it can contribute to health problems, including headaches, upset stomach, and heart attack. *To take control*:

COUNT TO 10. When something angers you, give your body time to defuse before you react. Take three or four deep breaths. **Ask yourself**: "Will this really matter a week or a month from now?"

WALK it off. Go for a short stroll until you calm down. *Helpful:* Find a place where you can think things through calmly and take a second look at how you're reacting to a situation.

DISTRACT yourself. **Example**: Instead of pounding on the horn in a traffic jam, play soothing music or listen to an upbeat program. At work, dive into a task to turn negative energy positive.

KEEP a log. Monitor hostile thoughts to discover how frequently your temperature rises. **Benefit:** You'll help sort out the real causes of your anger, which are often things over which you have not control.

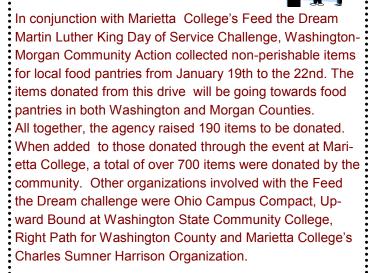
ASK for help. If managing outbursts seems impossible, don't be afraid to try counseling, meditation, lifestyle changes or other kinds of ongoing psychological help. Your healthand your relationships—may depend on it.

Article provided by: Top Health -The Health Promotion and Wellness Newsletter

<u>UPCOMING SOUP & SANDWICH LUNCHEON</u>

There will be a Soup and Sandwich Luncheon held on Friday, March 26th from 11:30 a.m. to 1:30 p.m. in the Main Office Board Room. For more information please call Cathy Rees at 740-373-3745 ext. 315. All proceeds will go toward the Secret Santa program.

MARTIN LUTHER KING FOOD DRIVE



The Martin Luther King, Jr. Day of Service started in 1994, and people have been taking this day off and turning it into a day on. The day encourages America to serve their communities and support MLK's dreams of making a society based on justice. According to the national website for the MLK Day of Service, there were over 13,000 projects nationwide, more than there has ever been in the past.

Thank you to all of those who participated in making this such a success.

Contributed by Lauren Behe, Vista Volunteer

WORK by Martin Luther King Jr.

Whatever your life's work is, do it well. A man should do his job so well that the living, the dead, and the unborn could do it no better.

Welcome to the WMCAP Family...

Jessica Moyer—Planning Assistant Doug Mills-H&T - Weatherization John Hudspeth—H&T—Driver Larry Steinel—H&T—Driver





Tips on How to Make a New Employee Feel Welcome

Whether or not a new employee is in your department, it's up to you to make them feel welcome, especially on their first day! Below are some helpful tips on how you can do just that.

*Warmly greet the person—Smile and shake hands with the new person. Remind the new employee that you are very happy to have them on board.

*Give the new employee a tour-Make sure to give the new employee a tour of key places in your office/facility. Take your time, and make sure this person has some sense on how to get around.

*Take the new employee to lunch—Do not spend the entire time talking business, instead focus on getting to know the new employee a little bit and vice versa. If taking them out to lunch is not feasible, try taking a 15 minute break with them. You can still learn a lot about the new employee by taking a walk around the block.

*Be as helpful as you can-jt's understandable that you are busy however, make time to be helpful to the new employee. You know the ropes, and this person is still trying to find their way around the building. You can Catch up on Certain work items, and your helpfulness to the new employee will be greatly appreciated.

ALL ABOUT RESPECT....

Though such sites as Facebook, Twitter, MySpace, blogs, YouTube, and many others are fun and a great way to connect, they also come with responsibilities. If you are using these sites, please remember that you are always a representative of this organization and what you say and do is a reflection upon that. You may not be using these sites as part of work or on company time, but even after the end of a workday you are still part of this organization. Please respect WMCAP and yourself and keep your postings considerate and appropriate.

Kudos Korner



Congratulations goes out to Jeremy Thomas for winning the \$25 Walmart card from the United Way drawing.

Spring Birthdays!!!

Let's spring ahead and add these employees to our calendars so we don't forget to wish them a HAPPY BIRTHDAY!

March

Daniel Hill—1st Betsy Stevens—14th Joe Carpenter—1st Ruth Vandall—17th George Jenkins—3rd Janey Graham—18th Tom Bartlett—5th Dawn Rauch—19th Virginia Lockhart—5th Patsy Branham—19th Anna Mayle—10th Joe Holden-23rd Lloyd Hale—11th Darlene Welch—25th Susan VanFossen—12th Sherri Maxwell—27th Julia Ann Ryan—13th Sondra Frye—28th

April

Colleen Herndon- 4th

Denise Thomas—5th

Dorothy Ogaz- 9th

Diane Seevers—12th

Marty Gibbs—12th

Carl Carpenter- 13th

Becky Cline—13th

Jill Reed— 16th

Randy Hamilton—25th

Norma O'Curran—27th

Debbie Sharp—27th

May

Nancy Huck-2nd Stephanie Nolen—17th Kathy Lott-Gramkow—3rd Kim Crites—19th Debbie Ellis-5th Kathy Boersma-20th Cathy Ryan—9th Kelly Riggs-20th Beth Judy-10th Rick Loane—20th **Becky Caldwell—11th** Tamara Davis—23rd Kelly McLeod—11th Mary Robertson—26th Mary Bogatay—15th Joyce Drake—30th

HAPPY BIRTHDAY!



