



# WMCAP INFORMER



## 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 health and your relationships—may depend on it.

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

### UPCOMING SOUP & SANDWICH LUNCHEON

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



In conjunction with Marietta College's Feed the Dream Martin Luther King Day of Service Challenge, Washington-Morgan Community Action collected non-perishable items for local food pantries from January 19th to the 22nd. The items donated from this drive will be going towards food pantries in both Washington and Morgan Counties. All together, the agency raised 190 items to be donated. When added to those donated through the event at Marietta College, a total of over 700 items were donated by the community. Other organizations involved with the Feed the Dream challenge were Ohio Campus Compact, Upward Bound at Washington State Community College, Right Path for Washington County and Marietta College's Charles Sumner Harrison Organization.

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—It'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	Carl Carpenter— 13th
Denise Thomas—5th	Becky Cline—13th
Dorothy Ogaz— 9th	Jill Reed— 16th
Diane Seevers—12th	Randy Hamilton—25th
Marty Gibbs—12th	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!



### ATTENTION OHIO LICENSED DRIVERS



Effective October 1st, 2009 if you renew your Ohio drivers license or vehicle registration MORE than 7 calendar days AFTER the expiration date, you will be charged a \$20.00 late fee. This change is due to the passage of HB 2 and affects renewing any vehicle registrations whether completed online, over the phone, in person, or through the mail. Please note: You may renew licenses or vehicle registrations up to 90 days prior to expiration. "Expiration Date" is either your birthdate or 4 years from the issue date of your license. Website: <https://www.oplates.com>

