



# the ARC Linkletter

www.waynearc.org

August/ September 2007

## From David Calhoun , our Executive Director :

On August 6<sup>th</sup> a group of staff representing each department within the agency and 7 Board of Directors met for an all day retreat with Dr. Ruth Andes to develop goals for Wayne Arc's Strategic Plan. Dr. Andes is a professor from Genesee Community College. Dr. Andes facilitated the meeting and assisted in the plan development. The following goals were established:

Strategic Goals:

- 1) Increase the awareness of Wayne ARC to promote the organization and its services.
- 2) Provide programs and services that meet the changing needs of our community.
- 3) Expand and develop collaboration with other organizations.
- 4) Increase the capacity and efficiency of the organization.
- 5) Recruit and retain a highly qualified workforce.
- 6) Enhance the technological capacity and efficiency of Wayne ARC to fully meet its Mission.
- 7) Strengthen financial stability.
- 8) Identify and provide services to unserved and underserved populations.

Once the strategic plan is completed, it will have goals and objectives, along with measurable outcomes, that will guide our Agency in fulfilling its Mission over the next three to five years. A good strategic plan considers an organization's current position and what the agency wants to achieve. An effective plan outlines the steps an agency will take to achieve its goals. Our plan developed by Wayne ARC's families, consumers, Board members, and staff defines the agency's mission and goals, and offers a blueprint for successful strategic change. Subcommittees will be meeting over the next few months to develop strategies and measurable objectives and a final plan will be presented to the Board of Directors in for their approval.

In February 2007 Wayne ARC, The Arc of Orleans and Genesee ARC hired the consulting firm, First Niagara/BC to provide a wage and salary analysis.

The specific objectives and deliverables are as follows:

- 1) Develop and conduct a peer compensation survey in order to collect competitive wage information.
- 2) Develop a market analysis using published surveys and databases.
- 3) Conduct a competitive analysis of all positions (143 were reviewed) and prepare a separate report for each agency comparing compensation for each position to peer group and market practices.
- 4) Develop a summary and analysis of national trends in the field of developmental disabilities.
- 5) Develop and recommend a tool and process for the evaluation and salary grade assignment for all positions in each agency.

That survey was completed in July, the Administration is in the process of reviewing the report presented to us from First Niagara/BC. A synopsis of the report will be presented to the Board of Directors in September and our goal is to have a working wage and salary plan by 2008.

## The Annual Golf Tournament

Our 25th Annual Golf Tournament took place June 25th at Wayne Hills Golf Course located in Lyons. We had great weather, great food and great fun! The team of Kris Wagner, Bruce Wagner, Dave Wagner and Joe DeSain came in first in the scratch division. The handicapped division was won by Gary Reilly, Scott Healy, Steve Mooney and David Lagana. The William G Patterson Memorial Putting Contest was won by John Joyce Sr. We realized a net income of approximately \$18,700. Many thanks to the committee, volunteers, golfers and sponsors for their hard work and financial support for this years event.

## Congratulations Bright Spot Award Recipients

Kathy Brooks  
 Doug Smith  
 Tiffany DeCook  
 Mary Stevenson  
 Colleen Valerio  
 Jason Milke  
 LeeAnn Foss  
 Diane Rice

Deb Rivers  
 Sue Bombard  
 Luz Galvin  
 Dave Echaverria  
 William Lasher  
 Jenny Bornstein Lewis  
 Pete Chilson  
 Laurie Hammond

Margaret DeJohn  
 Jerome Godbold  
 Deb Downey  
 Leslie Leo  
 Sharon Confer  
 Jim Ball  
 Mike Greenwood  
 Donna Pursati

Fonda Benne  
 Pam DeSando  
 Lynne Ward  
 Nancy Ide  
 Joy Bragg  
 Christine Sickles  
 Emily Knight  
 Melanie Swarthart

### Important Dates

**September 5th** - RCC program starts.

**September 18th** - Day Hab picnic at Lyons VFW from 9am - 1:15pm

**September 21st** - Kudos wrap up at VanBuren street canalside conference room from 12 - 4

**September 24th** -Kudos wrap up at RCC in staff lounge from 1:30pm - 3:30pm

**October 5th** - Walk for Awareness

**October 8th** - Helen's Run

**October 17th** - RCC Open House

**November 22nd & 23rd** - Agency closed in observance of Thanksgiving

**December 15th** - Agency Holiday Party at the Waterloo Holiday Inn

**December 24th & 25th** - Agency closed in observance of the Christmas Holiday

**SAME STRUGGLE  
DIFFERENT DIFFERENCES**

*Developmental Disabilities Awareness Month  
March 2007*



Please submit entries for the next Linkletter no later than October 19th to Terri Skinner via email at skinnert@waynearc.org

### Across the Canal ...



**Roosevelt's** first day of school was Wednesday, September 5th. **RCC Open House** is scheduled for Wednesday, October 17th from 6:30—7:30 PM. They will hold a **Scholastic Book Fair** in the gymnasium that night as well. The Book Fair will continue that week from 9:00-4:00 for staff.

Congratulations to the **RCC Assistive Technology** department for receiving a grant from the United Way. Assistive Technology is any technology used to maintain or improve the functional capabilities of people with disabilities. Examples are communication systems, computer software and wheelchairs. The grant will be used to purchase equipment for pre-school and school aged students in program.

### Alex Eligh Community Service Award

Every year the Greater Newark Chamber of Commerce gives an award--**The "Alex Eligh Community Service Award"**. The Award is given to an individual who has made a significant contribution to the community. The individual should be dedicated to family, community and business and participate in Newark's Community activities and /or organizations.

This year's recipient is **Diana Lagenor**. Besides working for Key Industries as the Marketing Representative, Diana belongs to several community organizations, is an Elder at Park Presbyterian Church, Chairperson for the Newark Housing Authority Board of Commissioners and is member and past president of the Alex Eligh Community Center Board of Directors. Congratulations Diana!

### Respite Providers Needed

Are you a Wayne ARC employee **working less than 40 hours per week?** Are you looking to **increase your income?** Our respite program, serving mostly children, is looking for qualified people to give caregivers a break. Very flexible with scheduling. If you are interested please call Amanda Bement at 331-7741 extension 384

### "Name Our Program" winner announced

Congratulations to **Jennifer Schutt** for submitting the winning entry in the **"Name Our Program"** contest. Her entry of **Canalside Performing Art Center—A World of Creativity** was the winning entry. Thank you to all who participated.

### The Wayne ARC Print Shop Receives Thank You.

On Monday, July 17<sup>th</sup>, a nice floral arrangement was delivered to the Print Shop in recognition of their timely work and creative suggestions from the Lyons Peppermint Day Committee. The note said: **"Thanks Wayne ARC for all your work in preparation for Lyons Peppermint Days. Your AD Booklet was a huge hit! Great Job!"** Great job Mary Marr, her staff and consumers for helping spread the word about our "capabilities".



### News You Can Use from HR

It's that time of year again to start thinking about 2008 benefit elections. The HR Department has been meeting with Relph Benefit Advisors to develop the 2008 Benefit offerings and to firm up the Enrollment process. Enrollment meetings will be held again in November. Stay tuned for more information.

As a reminder, for those who have direct deposit, if you wish to stop your direct deposit at any time, you need only send your signed request to Payroll, no reason is necessary. You no longer need management approval. Please be aware if there is an emergency closing on payday, your paycheck may not be available to you until the following business day or Monday.

Finally, eligible staff, please contact Christine Cruz of Relph Benefit Advisors at 1-800-836-0026, ext. 238, with any questions that you may have relative to health, dental, life insurance, long term disability, FSA (Flexible Spending Account), HRA (Health Reimbursement Arrangement), or the Voluntary Products (Voluntary Life Insurance, Unum Voluntary Supplemental Short Term Disability, and AFLAC Cancer Care Insurance).

If you have any questions regarding the above, please contact Brenda Litts at ext. 326.

### Wayne ARC Fundraiser

Wayne ARC will be holding a **fall fundraiser**. Roosevelt has been doing a fundraiser through **Innisbrook** gift wraps for several years. It has been very profitable for the school. This year we are expanding the fundraiser to include all areas of ARC. Items include gift wrap, gift tags, assorted chocolates, candles, magazines, mugs and much more! If you would like to preview the catalog or order online you may do so at [www.innisbrook.com](http://www.innisbrook.com) and enter **school code 109976**. Thank you for your anticipated support! Any questions please contact Terri Skinner at [skinnert@waynearc.org](mailto:skinnert@waynearc.org) or call 315-331-7741 ext. 357.