



A Communication from Human Resources

EMPLOYEE NEWSLETTER

February 2023

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Welcome Aboard!

Message from the CEO

Dear Fellow Employees,

Thank you for your continued hard work and dedication to ensure high-quality, person-centered services to every person within our family of organizations.

February is Black History Month!

This represents a time for all of us to reflect on the innumerable contributions of African Americans in the building of this great nation. As a proud African American, I hope that you will join me in a month of celebration, learning, and appreciation for the richness of diversity and cultural impact that African Americans have had on this country since enslavement up to the present time.

After almost one year after the start of the Office of the Medicaid Inspector General's Audit of AHRC Nassau's residential program and the review of millions of dollars in claims, we are proud that no fines, take backs or findings were issued. An audit of this magnitude, spanning January 2016 through June 2018, for a program of our size and scope, with zero findings, and no paybacks, is highly unusual and unprecedented.

The success of this audit is due to the hard work and focus of our Regulatory Affairs Team, led by Eric Rosen, and the residential leadership. Several residential management staff including Shawn Weathers, Dian Burkett and Deanna Allen along with many Assistant Directors were instrumental in locating and securing records from multiple sources to ensure compliance with requested documentation. Congratulations to you all for a job well done! To complement the already existing outstanding business lines under the Wheatley Farms umbrella, we are excited to announce a new business venture where supported employees will be creating **handcrafted soaps and candles**. A training program is being established and individuals selected will develop new products, eventually offering an array of soaps, lotions, candles, and other assorted items made by people we support. We will feature both a soap and candle product for a "soft launch" on Valentine's Day and encourage all to shop at Wheatley Farms for these new items, as well as beautiful plants and delicious treats that are offered every year. To purchase our latest products or any of the Wheatley Farms line of items, please visit: www.wheatleyfarmsli.com.

Our advocacy efforts continue. I have met with several key federal and state legislators regarding:

- Establishment of a Direct Support Wage Enhancement (DSWE) \$4,000 wage enhancement for all DSPs and a wide range of staff.
- Inclusion of the statutory 8.5% Cost-of-Living Adjustment (COLA).
- Funding to recruit and retain ESL new Americans.
- Wage parity for DSPs and Nurses at rates like what is paid to State OPW employees who do the same work.
- Appropriate funding for infrastructure upgrades and improvements and many more issues relevant to enhancing services to people with intellectual and developmental disabilities.

Your support is critical as we continue to send a message to our elected officials that funding for this field is vital and urgent to ensure high quality support.

Please share these links on social media, share with family, friends, and supporters, seeking their advocacy in relation to these important issues. For your convenience, the links are provided below and can also be found on AHRC Nassau's Facebook and other social media:

- Federal: <https://secure.ahrc.org/site/Advocacy?cmd=display&page=UserAction&id=174>
- NYS: <https://secure.ahrc.org/site/Advocacy?cmd=display&page=UserAction&id=173>

As always, your comments and feedback are welcomed.

Best,
Stanfort

To the BCCS Schools,

Thank you for all that you do. You continue to spark joy and learning in all of our students and families. Many wonderful and fun activities and events for students and staff took place in all BCCS programs. From warm and cozy themed staff activities, to wear RED heart healthy day, to the winter wonderland parent partnership school age-event, with special thanks to our enthusiastic Elf. Your continued dedication to the BCCS students is what makes us thrive!

School Advocacy! Brookville Center for Children's Services is composed of 4410 special-education preschools and 853 state-approved school-age programs. Advocate for BCCS students by calling for legislators to:

- Address the urgent and ongoing teacher shortages experienced by 4410 and 853 schools.
- Include a 13% tuition increase so that 4410 and 853 students receive the same investment as students at public schools.
- Ensure the stability of operations by supporting rate methodology changes so schools receive, and then maintain, rate increases. This issue advances the State Education Department's request to develop new, tuition rate methodology with stakeholder input.

Get Involved

- Share your support of these issues with state representatives. Unsure of who your representatives are? Find out at www.commoncause.org/find-your-representative.
- Share Brookville Center's social media posts dedicated to advocacy on Facebook, Instagram and Twitter.

Become More Informed

- One click campaigns and other information to follow

Sincerely,
Debra Doyle

HR News

A message from HR Services

REMINDER: It's that time of the year again! Please login to your Ultipro and ensure that your phone, number, street address, and email address are all up to date. Also, please verify the spelling of your name and your social security number for accuracy. To update your W-2 consent, use the Chrome browser to access the PAY tab and then the W-2 tab and under Things I can do select, Change W-2 Consent Form. If you are currently receiving your W2 electronically via UKG Pro, additional consent is not necessary.

If you need assistance changing information, please contact Diane Tortorella, your HR coordinator at 516-293-1111. x 5142

HR Department Restructure

The HR Department started 2023 with a new structure. One of our team members, Jason Persan, has been promoted to HR Director of Employee Services. Jason oversees Human Resource Services, Benefits & Leave of Absence, Compensation & Retirement, Credentialing & Compliance, and Employee & Labor Relations. Hassan Abdulhaqq remains Human Resources Director, and will oversee Talent Acquisition, Training & Professional Development, and Employee Engagement & Wellness. We are confident that this realignment will result in greater efficiencies and smoother workflows within the department, creating new opportunities for collaboration and greater outcomes in the new year.

New and Improved: Learning and Professional Development

The HR Department has recently enhanced the name of the training team to "Learning and Professional Development" This new title reflects best in class, engaging learning platforms that will be rolled out in 2023. Our Learning and Professional Development Specialists will use surveys, gamification and enhanced engagement techniques throughout our content. Why the change in the name? To further develop employee's skill sets and closely align their goals and performance with the goals of our organization. We are proud to be offering some new classes in 2023 to include Emotional Intelligence, Cultural Competency and Behavioral Interviewing techniques.

iCIMS Talent Innovator 2022 Award



The Innovator Awards recognize best-in-class talent leaders who consistently go above and beyond to pioneer new ideas and drive innovative solutions.

HR News

HR Promotions

Narary Tulice: Retention Support Coordinator

Narary has been with the agency for over 5 years. Narary is fluent in French, Haitian Creole and has 4 years of DSP experience in the field through her work with the Bethpage Day Program. Her DSP experience makes her a fantastic fit for this position. For the past five months, Narary has served as a Compliance Assistant in the Human Resources division. Previously, she was an HR Assistant for a different business. Narary holds a Master's degree In HR Management from Stony Brook University. In her new role, Narary is responsible for engagement for 1st year DSPs. Narary is the point of contact in HR for 1st year DSPs.

Laura Franzen: Assistant Director for Employee Services

Laura has been a member of AHRC Nassau's team for over 16 years. Prior to her most recently held position as Human Resource Business Partner (HRBP) for Citizens, Laura was employed at AHRC as a Human Resource Manager, a Training and Workforce Administrator and as a Program Administrator and Medicaid Service Coordinator. Laura will now be responsible for facilitating successful employee relations for AHRC Nassau and its affiliate organizations. She will oversee the Human Resource Business Partners in facilitating successful resolution of employee inquiries and concerns while supporting program and department management on human resource-related matters. Ultimately, these efforts will ensure that employees and management receive the supports and services needed that also align with the organization's mission and values."

Gordon Archibald: Talent Acquisition Manager

Gordon came to the agency two years ago as Senior Talent Acquisition Specialist. Throughout this time, he has worked diligently and has been committed to supporting the recruitment efforts for the Citizens brand and Advantage Care. Gordon brings incredible knowledge and experience from working as a Recruitment Specialist & generalist at YAI and ICL Inc. Gordon is excited about his new role and looks forward to taking on the challenges and seeking out opportunities to increase talent acquisition for the agency in 2023. In addition to maintaining his role in Citizens, in his new role, Gordon will be responsible for designing, planning, executing and overseeing talent acquisition processes and strategies for AHRC and its affiliates

Jason Persan: Human Resources Director for Employee Services

Jason has been a member of AHRC Nassau's team for over 25 years, initially providing employment supports for people and then overseeing Medicaid Service Coordination. Over the past 15 years, Jason has overseen the organization's Staff Training & Professional Development, Employee Relations, and Employee Engagement among several other Human Resources functions. Throughout Jason's career, he has earned a strong reputation for an unwavering commitment to our employees and to the organization's mission and values, launching and advancing many important initiatives. His supportive leadership style and readiness to embrace new opportunities and challenges are greatly valued by his colleagues and his staff and will remain valuable assets in his new role. Jason is certified in Human Resources Management and Strategic Human Resources Partnerships.

Healthcare Worker Bonus

Eligible employees received payments of the Healthcare Worker Bonus (HWB) for vesting periods one and two and were paid out 1/25/2023.

Company	Vesting Period 1	Vesting Period 2
BCCS	40	38
BCCS-SED	80	77

NADSP E-badge Program

The vision of this program is to help DSPs assist people who need support in leading self-directed lives and to participate in a training program that helps to accredited them as professionals.

DSP's walk-in partnership with those who are support and those who are significant to them toward a life of Freedom and well-being and contribution for the people we support. This program recognizes them by providing knowledge and skills of supportive practices to have ethical principles that create the environment needed to fully support people making life choices. Furthermore, this is a great opportunity, and commitment to develop and support the DSP to create a healthy sense of their own potential and worth through Training that helps them achieve the highest ideals of the Profession.

We currently have 50 DSPs enrolled in the E-Badge Academy. All companies are represented by the participating DSPs. Their experience ranges from 6 months to 20+ years. Here are the thoughts of a few participants.

Fianna Hosein: "I am very honored and appreciative to be a part of this program that AHRC Nassau is offering to employees. It has surpassed my expectations and I hope to achieve my goals with the help of the wonderful staff."

Pat A: "I'm enjoying this program very much. I am learning and it is getting easier in some ways"

Michelle Bell: "I appreciate the invitation to the program. It provides very beneficial information and really helps with understanding working with the people we support"

Debbie Perez: "I'm really excited with the NADSP EBadges program is really awesome to have the opportunity to move forward in the company and give a better service for the people we support!"



Children's Residential Program:

Our BCCS Children's Residential Program has many PT and some FT Direct Support Professional positions for our boy's homes located in beautiful Lido Beach and our girl's home in Wantagh. We have early morning, evenings and weekend positions, preparing the children for school and all daily activities! They participate in many community outings and events, including daily swims (indoors of course in the winter)! You just need to feel comfortable in the water to assist, no swimming required! Fun, active and energetic staff needed for these positions! Great opportunity for psychology students and those who have a passion working with children! We offer low cost, high quality benefits, including tuition reimbursement to assist in professional growth within the agency!

If interested, please apply online at: <https://www.brookvillecenter.org/careers/> or contact Carmela Azzarelli @ 516.293.1111 x 5134

BCCS Schools

Our BCCS schools are also located on our beautiful campuses, including Brookville, Westbury, Woodbury and New Hyde Park. We have a variety of positions available from Teacher Aides, Special Educators, School Social Workers, School RN's and LPN's, Board Certified Behavior Specialists, PT Saturday Counselors and many more rewarding opportunities! Being part of a child's educational process is invaluable and an exciting way to become part of our excellent and caring schools! We offer low cost, high quality benefits, including tuition reimbursement to assist in professional growth within the agency!

If interested, please apply online at: <https://www.brookvillecenter.org/careers/> or contact Carmela Azzarelli @ 516.293.1111 x 5134

HR'S RELIAS COURSE OF THE MONTH

Below is information you will need to login to the RLMS and the Relias Mobile App.

When using a desktop or laptop computer. Please log into Relias following the directions below:

Log onto Ulti Pro at <https://e13.ultipro.com/Login.aspx?ReturnUrl=%2f>

Click on “Menu” which can be found in the top left corner

Click on “Myself”

Once on Myself, click on “Relias Learning”

If you are unsuccessful logging in through Ulti Pro or for those accessing training on a mobile device, please download the Relias App. The name of the app is Relias, not Relias Learning.

URL: <https://www.relias.com/clients>

Click on Relias Learning

Username: your current Ulti Pro Username

Password if this is your first time logging in: welcome

When prompted please enter the Organization ID for the company you are working for.

Organization ID

14023

14022

14024

14020

Organization

Advantage Care

Brookville Center for Children’s Services

Citizen’s Options Unlimited

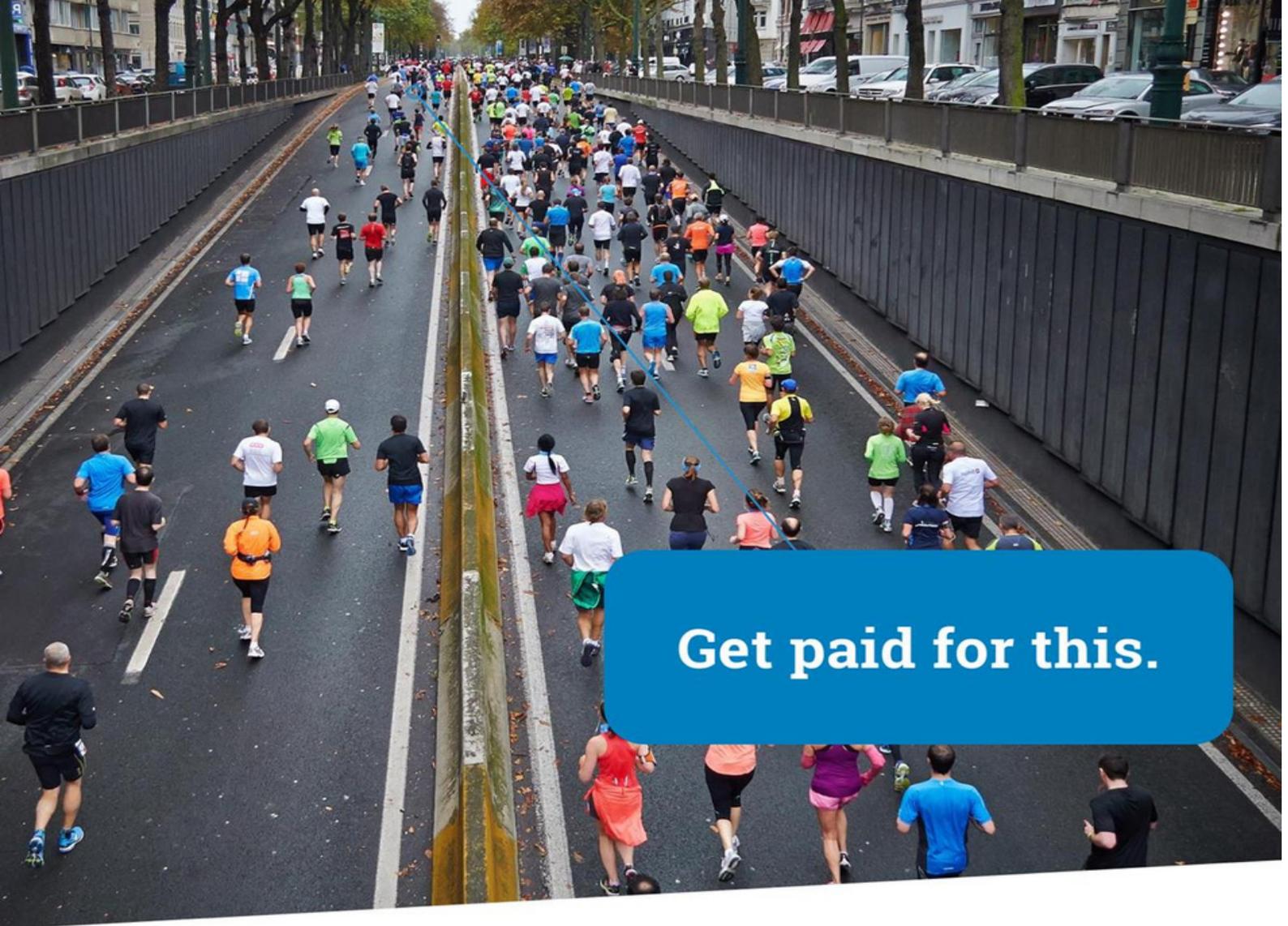
AHRC Nassau

You will then be prompted to update this upon your first log in. Your password is private and unique to you! Please follow the directions on the login screen to reset your password.

POP UP BLOCKERS MUST BE DISABLED IN ORDER TO ACCESS YOUR TRAINING

Once Logged into Relias, please follow the steps below to access “Employee Wellness - Heart Disease Prevention”

- Click on “assignments” on the left side of your screen
- Click on “Browse Course Library”
- Type “Conflict Resolution” in the search bar.
- Click “Enroll”
- Click “Back to My Learning”
- Scroll down to electives – Click “**Employee Wellness - Heart Disease Prevention**”:



Get paid for this.

You can earn **rewards** for the ways you live a healthier lifestyle. Learn more and see your personal wellness benefits at <https://incentfit.com>.



Contact Brandon Lyons , Health and Wellness Coordinator
516-293-1111 Ext. 5403 or Blyons@ahrc.org



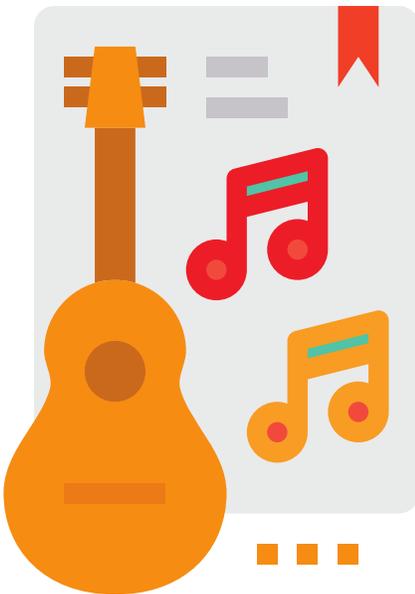


THRIVE! 2023 Calendar

	TITLE	REGISTRATION LINK/DATE	DESCRIPTION
JAN	Legendary Listening: Is Anyone Listening To Me?	1/11/23 @ 12pm To Register CLICK HERE	People might be hearing you, but are they truly listening? We have all encountered experiences where we are listening to someone, but we may not truly understand what they are saying. Being a legendary listener takes skill. Join us for our first webinar as part of our new and improved THRIVE webinar series in 2023. This year, we will spotlight different communication skills each month. In our "Legendary Listening" webinar, we will discuss what it means to be an active listener and how to strengthen your listening skills at work and in life.
FEB	Impactful Feedback: Giving and Receiving Feedback	2/16/23 @ 12pm To Register CLICK HERE	Delivering feedback is an essential skill for the workplace. To grow and improve, we require feedback. An inability to tolerate feedback could stunt your professional growth. If you find yourself struggling to give and/or receive feedback, this special THRIVE webinar is for you. We will discuss the importance of participating in the feedback process and review strategies for delivering effective feedback and learn how to focus the message, set the stage, and overcome resistance.
MAR	Assertive Communication: Speaking with Confidence	3/22/23 @ 12pm To Register CLICK HERE	Have you ever walked away frustrated after a conversation because you felt like you weren't able to get your point across? Or perhaps you blurted out something that you now regret. Join National EAP for this special THRIVE webinar on assertive communication skills and learn how to communicate with confidence. We will discuss ways to communicate with conviction at work and in life.
APR	Communicating with Diplomacy During Times of Stress	4/12/23 @ 12pm To Register CLICK HERE	Unmanaged stress can lead to a breakdown in our interpersonal relationships. It can leave us feeling irritable, impatient, and can cause disruptions to our reasoning, rational thinking, and ability to communicate effectively. Join National EAP for our THRIVE webinar to learn how to keep calm and communicate during times of stress.
MAY	Email Etiquette – Dos and Don'ts of Professional Emails	5/17/23 @ 12pm To Register CLICK HERE	Have you ever received an email and found yourself confused over the intended message? Or perhaps you received an unorganized, confusing email with an aggressive undertone? Did you know the average office worker receives about 120 emails each day and sends about 40 emails per day for business purposes? Learning how to write effective, professional emails has become an essential skill for business communication. Join National EAP for our THRIVE webinar to learn the basics of email etiquette and impress your colleagues with a well-crafted, organized, and professional email!
JUN	Emotionally Intelligent Communication	6/14/23 @ 12pm To Register CLICK HERE	Understanding yourself, your emotions, and being able to manage these feelings is important for effective communication. By developing an understanding of our emotions, we can better pick up on social cues and the emotions of others, leading to healthier interpersonal communication and better relationship management. Join National EAP for our THRIVE webinar to learn about the connection between emotional intelligence and communication skills. The goal is to leave this training feeling confident in your ability to engage in emotionally intelligent, clear, and meaningful conversations.
JUL	Hold the Line: Maintaining Boundaries at Work	7/19/23 @ 12pm To Register CLICK HERE	The to-do list keeps piling up and we may start to feel overwhelmed. You may notice a breakdown in communication. At times, communicating your needs can feel like walking a tightrope. When this happens, you might find yourself feeling angry, frustrated, anxious, confused, and resentful. These feelings often stem from the feeling that our boundaries are being crossed. Join National EAP for our THRIVE webinar and learn how to "hold the line" and communicate your boundaries respectfully and professionally so you can continue to perform at your best and maintain effective communication at work.
AUG	Customer Service: Communication Skills for Success	8/16/23 @ 12pm To Register CLICK HERE	Customer Service Representatives are an integral part of any business. Join National EAP For our THRIVE webinar to learn the basics of customer service and identify verbal de-escalation skills that can help you keep your composure when dealing with difficult situations. We will review how to listen with empathy, manage your tone and body language, and deliver excellent customer service.
SEP	Facilitating Meaningful Presentations	9/20/23 @ 12pm To Register CLICK HERE	Do you want to enhance your public speaking and presentation skills? Join National EAP for our special THRIVE webinar on facilitating meaningful presentations. We will review skills to enhance your public speaking skills and review the basics of delivering effective presentations that will leave your audience impressed and informed.
OCT	Communicating with Challenging People	10/18/23 @ 12pm To Register CLICK HERE	We interact with many different people throughout the day. Some people are easier to get along with than others. How do you successfully communicate with a "know-it-all" or someone who consistently complains? Let us help you! Join our THRIVE webinar to discover strategies on how to successfully communicate with all types of people, even those who you may not see eye to eye with.
NOV	Managing up: Asking for Help	11/15/23 @ 12 pm To Register CLICK HERE	Have you ever needed help but felt uncomfortable asking for it? Do you prefer to do things independently even when you could benefit from having the assistance of others? Asking for help can often be misconstrued as a weakness or can seem to pose a challenge to one's independence. However, asking for help is a strength. It takes courage to speak up and advocate when you need help. Join us for our THRIVE webinar to learn how to overcome barriers to asking for help and master your new strength!
DEC	Productive Conflict Management	12/13/23 @ 12pm To Register CLICK HERE	Effective and productive conflict management is an essential skill for employees and leaders alike. Learning how to manage and navigate conflict and challenging conversations in the workplace is critical. Join us for our final THRIVE webinar of the 2023 "Communication Series" to learn about the styles of conflict management, identify emotional "hot buttons," and discuss skills for recognizing, addressing, and resolving conflict professionally.

**Contact Brandon Lyons , Health and Wellness Coordinator
516-293-1111 Ext. 5403 or Blyons@ahrc.org**

The Marcus Ave staff had fun participating in our annual “Ugly Sweater”/ Secret Snowman” event. Staff shared a variety of tasty treats and their “secret snowman” was revealed. Our generous staff adopted 7 families in need during the holiday season and provided gifts and necessities for a total of 26 individuals! Thanks to the Marcus Ave family for supporting our families!



BCW is introducing a new Music curriculum Kindermusik to all of the classrooms which is a movement and music program.



BCCS Cultural Strategies Committee
Diversity Calendar

February 2023

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
Contributions are welcomed and can be sent to bccsculture@brookvillecenter.org			1	2	3	4  Rosa Parks
5	6	7	8	9	10	11  Tammy Baldwin
12	13	1344  Fredrick Douglas	15 Nirvana Day  Susan B. Anthony	16	17 Brazilian Carnival	18
19	20	21 Mardi Gras Zhonghe Festival	22	23	24	25
26	27	28	March Celebrations: <ul style="list-style-type: none"> - International Women's Day - Holi - International Day for the elimination of racial discrimination - Ramadan 			

Birthdays Acknowledgements:

[Rosa Parks](#) - American activist in the civil rights movement best known for her pivotal role in the Montgomery bus boycott.

[Tammy Baldwin](#) - the first openly gay person elected to the House of Representatives, and the first open lesbian elected to Congress.

[Fredrick Douglas](#) - American Social Reformer, Abolitionist, Orator, Writer, and Statesman.

[Susan B. Anthony](#) - American Women's Rights Activist.



Reminder:

**All School Programs are closed for winter recess
from February 21st- February 24th.**



- ❖ Elise Lopez
- ❖ Roanna Grundt
- ❖ Halle Ghir
- ❖ Alens Joseph
- ❖ Deisy Carpio
- ❖ Annette Stamatelatos
- ❖ Lisa Brandes
- ❖ Marie Destin
- ❖ Narissa Beddoe
- ❖ Erika Rodriguez
- ❖ Christopher Del Tatto
- ❖ Sarah Stayton
- ❖ Monica Stefandl
- ❖ Delilah Ortiz-Hassarath
- ❖ Brianna Smith
- ❖ Christina White
- ❖ Nashiek Smith Anderson
- ❖ Lorna Love-Nation
- ❖ Lucia Terry
- ❖ Camryn Paul
- ❖ Terence Smith
- ❖ Kori Henriquez Cooper
- ❖ Kathleen Dengler
- ❖ Ofelia Santana