



Newslink



A Monthly Publication of CSOSA

Volume 1, Issue 8

November 16, 2001

Special Points of Interest:

- CSOSA observes National Native American Heritage Month
- CSOSA paves the way for Faith Community Partnership
- TSP & Health Benefits Open Season begins
- Still haven't had the flu shot? Learn more about it!
- Newslink Bulletin Board

Inside This Issue:

<i>CSOSA EVENTS</i>	<i>Page</i> 2
<i>OFFICE UPDATES</i>	<i>Page</i> 4
<i>EMPLOYEE FOCUS</i>	<i>Page</i> 7
<i>HEALTH & FITNESS</i>	<i>Page</i> 8
<i>NEWSLINK VARIETY PAGES</i>	<i>Page</i> 9

Voice of the Interim Director

In this season of Thanksgiving, we have so much for which to be thankful. As we work in our community, we see first hand how fortunate we are; how the choices we made or those our families helped us make, led us to where we are today. We are truly blessed.

Since our inception, CSOSA has graduated eight classes from our training academy. Our newest academy class of fifteen CSOs graduated on November 9th; it is always a pleasure to welcome each of our new employees to the CSOSA family. As they join us, we know they have chosen an honorable and challenging profession with an Agency that is rich in professionalism and enthusiastic in accomplishing our mission. Much is expected of each one of us. Thanks to the work of many people throughout the city, and as a result of our work with Congress, we have had the resources and the ability to transform community supervision in the Nation's Capital. This city, and the work of this Agency, is second to none.

On November 8th, CSOSA hosted a citywide meeting for ministers at the Israel Baptist Church in Northeast Washington. Part of the CSOSA / Faith Community Partnership, the focus of the meeting was to work together to ensure the availability of services needed to help offenders establish productive, law-abiding lives. The meeting was a great

success. Our faith-based partners are willing and enthusiastic to join us in identifying and implementing programs for mentoring, substance abuse treatment, mental health services, employment opportunities and housing. As we so often learn, the power of a single person or agency is important, but when we reach across traditional boundaries and join forces, we are so much more effective.

The theme of this year's Combined Federal Campaign is "Caring is Sharing". David Orr, our Chairman of this year's campaign, started the campaign with a compelling speaker, Mrs. Shirley Gibson. Mrs. Gibson's son, MPD Officer Brian Gibson, was killed in the line of duty in Washington, DC. Her moving tribute to her son, and her subsequent work with a charity which is supported by the CFC, provided a powerful example of the work we can help fund through our contributions. Please join me in supporting this very worthwhile Campaign.

My best wishes for a happy Thanksgiving!



Jasper Ormond

CSOSA's Mission Statement

The mission of the Court Services and Offender Supervision Agency for the District of Columbia is to increase public safety, prevent crime, reduce recidivism, and support the fair administration of justice in close collaboration with the community. The Agency will enhance decision-making and provide effective community supervision, thereby ensuring public confidence in the criminal justice system.

CSOSA Events

NOVEMBER 2001

Newslink Calendar



National Native American Heritage Month

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
				The Association for the Treatment of Sexual Abuse 20th Annual Conference San Antonio, Texas		
 11 Veteran's Day	12 <div style="border: 1px solid black; padding: 2px;"> Health Benefits Open Season Begins </div>	13	14	15 <div style="border: 1px solid black; padding: 2px;"> TSP Open Season Begins </div>	16	17  World Peace Day
18	19	20	21	22  THANKSGIVING	23	24
25	26	27	 28 FEDERAL EMPLOYEE HEALTH FAIR	29	30	

**DID YOU KNOW THAT YOUR HEALTH BENEFITS
ARE CHANGING NEXT YEAR?
ATTEND THE FEDERAL EMPLOYEE HEALTH FAIR !**

November 28, 2001
10:00 AM - 2:00 PM

633 Indiana Ave, NW
6th Floor
Rooms 4A & 4B

*Health Insurance Carriers will provide valuable information and will
be available to answer your questions.*

UPCOMING TRAINING OPPORTUNITIES

December 3-4, 2001

The National Center for Victims of Crime

2001 Mid-Atlantic Training Institute

Holiday Inn Arlington at Ballston

4610 North Fairfax Drive, Arlington, Virginia

www.ncvc.org

American Correctional Association

4380 Forbes Boulevard

Lanham, Maryland

800-222-5646

www.corrections.com

December 3-4, 2001

Prison & Jail Security

December 6-7, 2001

Cross Gender Communication

For more info. contact Training Liaison, Fances Washington @ 585-7404



Although the first "American Indian Day" was declared by the State of New York in 1916, a month long recognition of Native Americans was not achieved until 1990. In that year, President George Bush declared the first National American Indian Heritage Month on August 3rd. His action was based on legislation presented by Senator Daniel K. Inouye (D-Hawaii) and Congressional Delegate Eni Faleomavaega (D-American Samoa). In each of the four previous years, Congress had enacted legislation designating "American Indian Heritage Week." This consecutive legislation allowed for the establishment of a month-long observance.

The purpose of National American Indian Heritage Month is to honor and recognize the original peoples of this land. Throughout our history, American Indian and Alaska Native peoples have been an integral part of the American character. Against the odds, America's first peoples have endured, and they remain a vital cultural, political, social, and moral presence. Tribal America has brought to this great country certain values and

ideas that have become ingrained in the American spirit including the knowledge that humans can thrive and prosper without destroying the natural environment and the awareness that diversity can be a source of strength rather than division.

As keepers of a rich and ancient cultural heritage, Native Americans share with all of us the beauty of their art, the power of their songs, and the grace of their people. Take time this month to embrace this wonderful culture by learning more about Native Americans!

Visit www.nativeculture.com & check out the CSOSA WEB for interesting historical facts.



CSOSA REQUESTS THE HELP OF THE FAITH COMMUNITY

On November 8, 2001 CSOSA hosted a "Citywide Minister's Meeting". The event was held at Israel Baptist Church in Northeast, DC and over 56 churches were represented, as well as several service vendors and other government officials. In an effort to increase the dialogue on assisting offenders' re-entry into the community, CSOSA emphasized that without strong family ties and community based support systems, it is very difficult for an offender to transition from the controlled environment of prison to the community. Many of these religious institutions offer counseling and support services and there is a clear need for the establishment of re-entry ministries to meet the special needs of the returning offenders. "We hope to provide the faith community with a clear sense of cooperative work as we establish a partnership in the community. This partnership will benefit the offenders as well as law-abiding citizens", said Special Assistant to the Interim Director Cedric Hendricks. Reverend Walter Fauntroy, Pastor of New Bethel Baptist Church, called the meeting "one of a lifetime", stating that individually church leaders may not be able to accomplish everything, but collectively, they can really make a difference.

Interim Director, Jasper Ormond gave a powerful overview of the value of the work performed within CSOSA. He called on the empathy of the religious leaders to assist individuals who are in dire need of a "social safety net". The attendees were provided with booklets that contained informative handouts and detailed information about the re-entry population profile. The program came to a close with a question and answer session whereby church leaders were able to voice their concerns and in most cases, express their commitment to the vision of the CSOSA / Faith Community Partnership. The event was a great success and CSOSA plans to hold another meeting next month.



Interim Director, Jasper Ormond describes the socialization process to the Faith Community



Members of the Faith Community



Deputy Mayor for Public Safety and Justice, Margret N. Kellems ensured attendees, "Resources are bountiful, what we need is cooperation"



Special Assistant Cedric Hendricks listens to the concerns of a church representative

Office Updates

OFFICE OF HUMAN RESOURCES ANNOUNCES.....

HEALTH BENEFITS OPEN SEASON



A Federal Employees Health Benefits (FEHB) open season will be held from November 12, 2001 through December 10, 2001. Your current health plan provider will send you a copy of its brochure and a notice of its 2002 rates before open season ends.

During open season any eligible employee:

- May elect to enroll in the FEHB
- May change from one plan or option to another
- May move from self only to self and family coverage
- May make a combination of these changes
- May elect to participate or waive participation in the premium conversion (this allows your health insurance premiums to be taken out of pre-tax dollars)

Enrollees who wish to continue their current enrollments and premium conversion elections do not need to take any action during this open season. Your enrollments will continue without interruption.

However, enrollees who are participating in the George Washington University Health Plan or the Free State Health Plan must enroll in a different plan to continue FEHB coverage in 2002 as these plans will not be participating in the FEHB

PLAN BROCHURES AND INTERNET AVAILABILITY

All 2002 FEHB Guides and Individual Health Plans are available on the Office of Personnel Management's (OPM) website (www.opm.gov/insure). The guides and brochures are available in PDF format for downloading and printing. The web site will contain links from the guides and brochures to health plan web sites for information about the plans, as well as links to other related web sites.

HOW TO ENROLL OR MAKE AN ENROLLMENT CHANGE DURING OPEN SEASON

Eligible employees who wish to enroll or change their FEHB enrollment must complete a Health Benefits Registration Form (Standard Form 2809) by close of business on December 10, 2001. These forms are available from the Office of the Director, 633 Indiana Avenue, NW, Room 1220 (contact person - Maetta Brown) or from the Administrative Office of Community Supervision Services, 300 Indiana Avenue, NW, Room 2077 (contact person - Karen Schmitz) or from the Office of Human Resources, 808 17th Street, NW, Room 820. **The registration form is also available from the CSOSA intranet. The form can be found by clicking on the Human Resources Banner and going to the forms section. You may fill in the form using your PC.**

Completed registration forms should be given to Maetta Brown or Karen Schmitz or sent directly to Tony Mitchell at the Office of Human Resources, 808 17th Street, NW, Room 8217.

All elections will be made effective on January 13, 2002. If you change plans, any covered expenses incurred between January 1, 2002 and January 13, 2002 will count towards the 2001 deductible of the plan from which you are leaving.

THRIFT SAVINGS PLAN OPEN SEASON



The Thrift Savings Plan (TSP) open season begins November 15, 2001 and ends January 31, 2002. During the open season, you may begin contributing to the TSP or change the amount of your contributions.

NEW EMPLOYEES: Employees covered by the Federal Employees Retirement System (FERS) or the Civil Service Retirement System (CSRS) are eligible to contribute to the TSP **immediately upon your appointment** during an initial 60-day sign-up period. However, FERS employees will not be eligible for agency contributions until they complete the two open season waiting period currently required.

NEW CONTRIBUTION AMOUNTS: FERS employees can now elect to contribute up to 12% of the basic pay earned each pay period; CSRS employees can now elect to contribute up to 7% of the basic pay earned each pay period. The agency match for FERS employees remains at 5%. The annual contribution limit is now \$11,000.

HOW TO MAKE A CONTRIBUTION ELECTION: To make a contribution election, submit Form TSP-1, Election Form, to the Office of Human Resources, 808 17th Street, NW, Room 8217. Forms are available at 633 Indiana Avenue, NW (both 8th floor lobby and the 12th floor receptionist area) and 300 Indiana Avenue, NW (Administrative Office - Room 2077) as well as the TSP Web site at www.tsp.gov.

WHEN ELECTIONS BECOME EFFECTIVE: If your election is received on/or before January 11, 2002, it will become effective on January 13, 2002. Your earnings and leave statement dated January 13, 2002 through January 26, 2002 will reflect this election. If your election is received after January 11, 2002, it will become effective the first full pay period after receipt.

HOW TO MAKE AN INVESTMENT ELECTION: You may invest in any or all of the five TSP investment funds. To change the investment of future contributions to your TSP account, you must request a **contribution allocation**. To change the investment of money already in your account, you must request an **interfund transfer**. Before making any transactions via the TSP website or ThriftLine, you must obtain a **personal identification number** from the TSP website at www.tsp.gov or from the ThriftLine (504)255-8777.

To request a contribution allocation or an interfund transfer, you may use the TSP Web site, the ThriftLine, or Form TSP-50, Investment Allocation. You may request a contribution allocation or interfund transfer at anytime. Only Form TSP-1 is submitted to the Office of Human Resources; all other requests must be sent directly to TSP.

Contribution allocations are processed daily and your contribution allocation request will generally be effective no later than 2 business days after it is received. Interfund transfers are processed monthly after accounts have been valued. Your interfund transfer request must be received by the fifteenth of the month (or, if the fifteenth is not a business day, the next business day) for the interfund transfer to be effective on the last business day of the month.

PARTICIPANT STATEMENTS: Participant statements will be mailed to you beginning November 15, 2001. If you do not receive your statement, please contact Tony Mitchell @ 220-5610.

CSOSA 2001 AWARDS AND RECOGNITION CEREMONY

BY FRAN HAGAN • SPECIAL ASSISTANT, OHR

On October 22, 2001, CSOSA held its 3rd annual Performance Awards and Recognition Ceremony at the Renaissance Washington Hotel. The Ceremony this year opened with an honor guard from the Metropolitan Police Department and an inspiring *a cappella* rendition of the National Anthem by MPD Officer Theresa Williams. The main event was the awarding of 576 awards to 422 CSOSA employees, including Team Awards, Special Act or Achievement Awards, and Performance Awards, and two new awards for Employees of the Year, one each from the Office of Community Supervision Services and the Office of the Director. Each award recipient left with a certificate of achievement and each participant will receive an 8"x10" photograph of the occasion. A cake and punch reception followed the ceremony. The 2001 Awards Ceremony was a celebration of hard work and accomplishment, and offered an opportunity, in the words of Interim Director Jasper Ormond, to "recognize colleagues for their continued commitment to excellence, their innovations, and their spirit".

CSOSA's newly-established Employees of the Year Awards were awarded in recognition of special efforts made by an employee or supervisor that demonstrate a commitment to excellence and public service. Rosie Hyde-Givons was selected from the Office of Community Supervision Services and Linda Mays from the Office of the Director. The Awards Ceremony program describes them as follows:

Community Supervision Officer Rosie Hyde-Givons

Highly praised by supervisors and colleagues for her dedicated work in Community Supervision Services, Rosie Hyde-Givons clearly embraces the Agency's mission and is effective in promoting its goals. As a senior Community Supervision Officer, Ms. Hyde-Givons performs her duties in exemplary fashion, demonstrating the unique ability to adapt to change and meet the challenges of her position with inspiring enthusiasm. She is an innovative self-starter with an admirable work ethic. Her ability to build community alliances is impressive; her commitment to successfully re-integrating the offender into the community goes beyond the call of duty. Ms. Hyde-Givons exemplifies the best in a Community Supervision Officer, and CSS is proud to call her our own. Rosie Hyde-Givons is truly CSS's Employee of the Year.

Deputy Associate Director for Human Resources Linda B. Mays

It is difficult to imagine our Agency's accomplishments happening without Linda Mays. Employees expect their paychecks to be accurate and on time, their benefits to be processed correctly and their Position Descriptions to be properly written and maintained; and they quite naturally expect all this without a detailed appreciation for how it gets done. Ms. Mays's colleagues understand the hard work, technical expertise and attention to detail that are required to plan and effect Human Resources actions such as pay system changes, personnel-payroll data system conversions, classification of a hundred Position Descriptions, mass recruiting and hiring programs, and the establishment of HR operating procedures and processing systems. Linda Mays is a true HR professional, working every day with creativity, diligence and good humor to achieve the best for the Agency. All of us are indebted to Ms. Mays for much of what we enjoy in HR support, and she richly deserves recognition as Employee of the Year.

CFC OPENS AT CSOSA

BY DAVID ORR • ASSOCIATE DIRECTOR, OHR

The 2001 Combined Federal Campaign was officially opened on October 31st with Kick-Off ceremonies at our 633 and 300 Indiana Avenue locations. Interim Director Jasper Ormond and CSS Deputy Associate Director Elias Kibler provided opening remarks at the respective locations, both pointing out the value of giving back to our communities.

The guest speaker was Ms. Shirley Gibson, President of the Washington, D.C. Chapter of Concerns of Police Survivors (COPS). Shirley told the moving story of how COPS came to her assistance when she and her husband suffered the tragic loss of their son Brian, a Metropolitan Police officer. He was shot and killed while sitting in his patrol car. COPS provided Shirley with an opportunity to grieve and heal among people who had suffered the same kind of loss. COPS was such a benefit to her and her family that she went out and formed a local chapter to carry on the organization's work. COPS is just one example of how CFC contributions help our community.



The 2001 Campaign is chaired by David Orr (CSOSA) and Claire Johnson (PSA). At press-time, both reported that the first week of the campaign resulted in over 17% of our goal being reached. But we still have a long way to go to get to that \$58,834 number. When your CFC Key-worker comes by, think about the good that even a modest contribution would do.

For more CFC information (and the CFC Trivia Quiz), check the CSOSA Web!

TRAINING & CAREER DEVELOPMENT UPDATE: BASIC SKILLS FOR COMMUNITY SUPERVISION OFFICERS

BY RHONDA LEWIS • EMPLOYEE DEVELOPMENT SPECIALIST

Please help me in congratulating the newest Community Supervision Officers. They have endured 7 weeks of training but alas, they are ready to serve our community. By successfully completing the program, they have demonstrated a commitment to our Agency's mission and to making a difference in the lives of others.



COMMUNITY SUPERVISION OFFICERS



Julie Bartlett
Jamie Brand
Donald Carey

Jeffrey Durante
Atiya Epps
Mia Howard

Karen Johnson
Rhonda Johnson
Carrie Lacy

CLASS

Emanuel Lawton
Virgil Oliver
Natasha Powell

01-2

Rodney Taylor
Denise Tennant-Bryan
Denise Washington

Congratulations ladies and gentlemen & good luck!!



THE POLICY ON POLICY

BY ROY NANOVIC • RECORDS MANAGER, OFFICE OF THE GENERAL COUNSEL

In last month's Newslink, we discussed how to find Agency policy and what to do if you have a question about the application of a policy in a particular situation. This month, we address efforts being made to make policy easier to recognize and understand.

Shortly, CSOSA will be issuing a Policy Statement establishing procedures for developing, issuing and maintaining Agency policy. Policies will be issued in distinct categories based upon the policy's scope (that is, who is covered by the policy and whether the policy is of a temporary or more permanent nature). Policy of a *permanent* nature will be issued as Policy Statements (to be signed by the Director), Operational Manuals (to be signed by an Associate Director), or Management Instructions (to be signed by a Branch manager). Policy of a more *temporary* nature will be issued as Policy Memorandums (to be signed by the Director) or Operational Memorandums (to be signed by an Associate Director).

Regardless of the category, policy will have a consistent "look" thanks to standardization of headings and fonts. Every page of a policy will contain CSOSA's seal and name, a unique policy number, and the policy's effective date. Consequently, even if a page of policy is separated from the rest of the policy, staff and the general public will be aware of the proper context.

We have already begun to reorganize the presentation of policy. Several newly issued Policy Statements were issued in a "new and improved" format (see for example, PS 2000.1, on Internet and Electronic Mail Use, and PS 4001.1, on Parolee/Supervised Releasee Rearrests). Major sections under this format include Coverage, Background, Policy, Procedures, and Authorities and References. These section headings are designed to enable staff to access the information quickly and easily. For example, the "Coverage" section identifies staff positions with specific responsibilities assigned under the policy.

The Office of the General Counsel will be working with the Office of Information Technology to revamp the postings of policies on CSOSA's website. We hope to be able to give staff the capability of global searches within CSOSA policy. Our goal is to ensure that staff can rely on electronic copies of policy rather than paper copies in office files. Office files will be the subject of a future Policy Statement on records management.

We all need to work together to ensure that policies are expressed in an effective manner. If you have any ideas on improving the presentation of information in policies (whether specifically or in general), please contact me by e-mail or telephone (220-5359).

DOES COLOR REALLY MATTER TO YOU?

BY WIKITA HOFFMAN • OFFICE OF FACILITIES

Just as the multiple colors of people in the universe adds to the uniqueness of the world at large, the same is true for the use of colors in the design of spaces. The blending of colors are often defined by the type of environment, or location of the particular room or building within its context of its surroundings. Colors can affect the moods of individuals within a space, or it can even wreck the design of a room and the contents within it if the paint, furniture and fabrics are not coordinated.



Often the events surrounding us may weigh heavily on our emotions. This may be the result of the type of work that one is involved in on a day to day basis, or even the impact of the events in the environment surrounding us. With this in mind, Designers often plan with the end-user's function in the space in mind. Correctional Facilities and Educational Facilities are typical of this type of design approach.

The primary colors are Red, Yellow and Blue. Equal amounts of these mixed together produce secondary colors e.g. Red+Yellow = Orange. All other colors are formed mixing together various amounts of these colors and by adding black or white to make lighter or darker variations. Each color within the primary color and secondary color schemes can have an impact of the uses within an environment. Additional affects can be aided by the use of patterns or even textures. Some examples of the reactions of colors are outlined below.

BLUE — Trust, reliability, belonging, coolness.

GREEN — Soothing. Pastel greens are often used in the design of Assisted Living Facilities. Green inhibits hunger in restaurants.

PINK — Calming in moderation. Soft, sweet, nurtures, security.

RED — Causes aggressiveness. Increases hunger, can raise blood pressure. Often used in casinos. Can cause one to loose track of time.

ORANGE — Often used in casinos can also impact your knowledge of time. More accessible color used in public spaces.

WHITE — Absence of color expresses a sterile environment. It can also be used to express a corporate monochromatic design in a high-end scheme. Also viewed as pure, clean, youthful, mild.

BLACK — Strong, executive, boldness, or even elegant and mysterious.

GREY — Shades of grey often increase productivity.

YELLOW — Causes aggressive behavior, but can be used in welcoming reception areas. Can often create impacts on the emotions.

PURPLE — Bold, unusual, playful, fun, demands attention.

Since color can affect your emotions, the soothing colors are utilized in the design of correctional or rehabilitative facilities. The purpose is to monitor the loud use of color, which could present adverse reactions and impact negative behaviors. The Facilities Management Team at CSOSA uses this type of research when planning and selecting the finishes for our field units and Sanction Centers.

Employee Focus



**TONY MITCHELL:
YOUR FRIENDLY AGENCY BENEFITS
OFFICER**

BY ERIKA EVANS • OFFICE OF THE
ASSOCIATE DIRECTOR, CSS

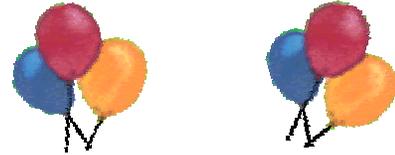
With only 5 or 6 months experience at CSOSA I remember encountering a serious problem with my health benefits. As someone who couldn't afford for too much of anything to go wrong with my pay deductions, I was a nervous wreck! I had worked in the federal government before joining the CSOSA team, and past experience had led me to believe that I would have to seek the assistance of a dozen or so people and ultimately fill out more forms than my security clearance application just to get this problem resolved. Needless to say, I dreaded the call to the Agency's Benefits Officer. Bracing myself for the worst, I eventually made the call and got the voicemail of Tony Mitchell. "Just great!", I thought sarcastically. I resolved not to hold my breath for a callback. Imagine my surprise when in less than an hour I picked up the phone to hear a friendly reassuring voice saying, "I hear you have a problem, let's see what I can do to help." Tony was able to pinpoint what went wrong with my benefits and offer me a satisfying solution. More amazingly, he accomplished this task expeditiously, handling the bulk of the paper work himself. It wasn't until months later that I discovered Tony offered that same satisfying customer service to hundreds of CSOSA employees on a consistent basis.

As the administrator of the entire Agency's benefits program, one might expect to visit Tony Mitchell's office and find piles of paper-work in every inch of space. Tony is responsible for assisting staff with the Thrift Savings Program, Retirement, Life Insurance and Health benefits, as well as Worker's Compensation for employees injured on the job. He also helps with payroll problems and is involved in the interviewing of new Community Supervision Officers. Simply put, Tony has his plate full. However, my visit to Tony's office this month only further revealed just how seriously he approaches all these important duties. Tony's work space includes walls adorned with various Certificates of Outstanding Contribution and Special Recognition, neatly stacked files in their appropriate places and he even has a miniature calming pool, which he says helps him to relax and rejuvenate. Tony keeps his environment remarkably clutter free and doing so surely helps to keep him on top of his tasks.

Organized and focused, Tony has always been involved in the work of helping others. Before coming to CSOSA he worked in the Personnel Office at the Federal Election Campaign. One of the differences he enjoys at CSOSA is the heightened level of interaction he has with people all over the city. He also admits that knowing he serves a group of professionals that are making a difference in the lives of others has been a special motivating force for him. Tony loves to participate in activities sponsored by CSOSA and looks forward to participating in the Agency's upcoming Mentor Program.

Although Tony Mitchell faces the challenges of change that trickle down to the Agency's Personnel Office, he remains extremely committed to providing superb customer service. He's so committed to his duties that he once rode his bike to a sick employee's home to drop off benefit forms! Tony is a consummate professional, he is kind and he's well deserving of praise for his dedication to ensuring that we all receive the benefits we deserve. *Keep up the great work!*

CONGRATULATIONS TO THE CSOSA FAMILY!



NEW EMPLOYEES FOR THE MONTH OF OCTOBER

Office of Community Supervision

Rosia Brannan
Nicole Brown
Melvena Boykins
Eric Chambers
Angelia Perry

Office of Community Justice Programs

Warren Dolphus

ONE YEAR ANNIVERSARY WITH CSOSA AS OF 10/31/01

Diane Herbert
Charltia Lewis
Virgil Oliver
Rufus Parker
DeAndrea Peters

FIVE YEARS OF GOVERNMENT SERVICE

Kerri Thompson-Tillet

TEN YEARS OF GOVERNMENT SERVICE

Bridget Manson

FIFTEEN YEARS OF GOVERNMENT SERVICE

Ricky Shoulars

TWENTY YEARS OF GOVERNMENT SERVICE

Wendy Covay
Aaron Hall

TWENTY-FIVE YEARS OF GOVERNMENT SERVICE

Joseph Jackson

THIRTY YEARS OF GOVERNMENT SERVICE

Ella Butler
Denise Elliott

HEALTH & FITNESS

THE INFLUENZA VACCINE WHAT YOU NEED TO KNOW



WHY GET VACCINATED?

Influenza is a serious disease. It is caused by a virus that spreads from infected persons to the nose or throat of others. The "flu season" in the United States is from November through April each year.

Influenza can cause:

- ☒ Fever
- ☒ Cough
- ☒ Chills
- ☒ Sore throat
- ☒ Headache
- ☒ Muscle aches

People of any age can get influenza. Most people are ill with influenza for only a few days, but some get much sicker and may need to be hospitalized. Influenza causes thousands of deaths each year, mostly among the elderly.

WHEN SHOULD I GET THE INFLUENZA VACCINE?

Because the influenza activity can start as early as December, the best time to get the influenza vaccine is during October and November. But getting the vaccine after November can still provide protection. A new shot is needed every year. Influenza shot can be given at the same time as other vaccines.

Some people should talk to their doctor before getting the vaccine. Talk to your doctor about the vaccine if you: (1) ever had a serious allergic reaction to eggs or to a previous dose of influenza vaccine or (2) have a history of Guillain-Barré Syndrome (GBS). If you have a fever or are severely ill at the time the shot is scheduled, you should usually wait until you recover before getting the influenza vaccine. Talk to your doctor or nurse about whether to reschedule the vaccination.

WHAT ARE THE RISKS FROM INFLUENZA VACCINE?

A vaccine, like any other medicine, is capable of causing serious problems, such as severe allergic reactions. The risk of a vaccine causing serious harm, or death, is extremely small. Almost all people who get influenza vaccine have no serious problems from it. The viruses in the vaccine are killed, so you cannot get influenza from the vaccine.

Mild problems:

- ☒ Soreness, redness, or swelling where the shot was given
- ☒ Fever
- ☒ Aches

If these problems occur, they usually begin soon after the shot and last 1-2 days.

HOW CAN I LEARN MORE?

1. Ask your doctor or nurse.
2. Call your local or state health department
3. Visit the National Immunization Program's website @ <http://www.cdc.gov/nip>

(Excerpts reprinted from the U.S. Department of Health & Human Services Vaccine Immunization Information Sheet)

7 ESSENTIAL HEALTH TIPS (THE BASICS TO PRACTICE EVERY DAY)

From Health 7 Fitness Tips Online

1. Move More

Make it a daily challenge to find ways to move your body. Climb stairs if given a choice between that and escalators or elevators.



Walk your dog; chase your kids; do some yard work. Anything that moves your limbs is not only a fitness tool, it's a stress buster. Think 'move' in small increments of time. It doesn't have to be an hour in the gym or a 45-minute aerobic dance class or tai chi or kickboxing. But that's great when you're up to it. Meanwhile, move more.

2. Cut Fat

Avoid the obvious such as fried foods, burgers and other fatty meats (i.e. pork, bacon, ham, salami, ribs and sausage). Dairy products such as cheese, cottage cheese, milk and cream should be eaten in low fat versions. Nuts and sandwich meats, mayonnaise, margarine, butter and sauces should be eaten in limited amounts. Most are available in lower fat versions such as substitute butter, fat free cheeses and mayonnaise.

3. Quit Smoking

The jury is definitely in on this verdict. Ever since 1960 when the Surgeon General announced that smoking was harmful to your health, Americans have been reducing their use of tobacco products that kill. Just recently, we've seen a surge in smoking in adolescents and teens. Could it be the Hollywood influence? It seems the stars in every movie of late smoke cigarettes. Beware. Warn your children of the false romance or 'tough guy' stance of Hollywood smokers.



4. Reduce Stress

Easier said than done, stress busters come in many forms. Some techniques recommended by experts are to think positive thoughts. Spend 30 minutes a day doing something you like. (i.e., Soak in a hot tub; walk in a park; read a good book; visit a friend; play with your dog; listen to soothing music; watch a funny movie.) Get a massage, a facial or a haircut. Meditate. Count to ten before losing your temper or getting aggravated. Avoid difficult people when possible.

5. Protect Yourself from Pollution

If you can't live in a smog-free environment, at least avoid smoke-filled rooms, high traffic areas, breathing in highway fumes and exercising near busy thoroughfares. Exercise outside when the smog rating is low. Exercise indoors in air conditioning when air quality is good. Plant lots of shrubbery in your yard. It's a good pollution and dirt from the street deterrent.

6. Wear Your Seat Belt

Statistics show that seat belts add to longevity and help alleviate potential injuries in car crashes.

7. Floss Your Teeth

Recent studies make a direct connection between longevity and teeth flossing. Nobody knows exactly why. Perhaps it's because people who floss tend to be more health conscious than people who don't?



VARIETY PAGES

A GLIMPSE OF THE WORLD . . .

SUBMITTED BY GINGER LYNCH • FIELD SUPPORT MANAGER,
INFORMATION TECHNOLOGY

I received the following in an email - author unknown. It is not only interesting but, very uplifting! I would like to share it with CSOSA staff. I think we all need its message in these troubling times.



If we could shrink the earth's population to a village of precisely 100 people, with all the existing human ratios remaining the same, it would look something like the following:

There would be:

57 Asians

21 Europeans

14 from the Western Hemisphere, both north and south

8 Africans

52 would be female

48 would be male

70 would be non_white

30 would be white

70 would be non_Christian

30 would be Christian

89 would be heterosexual

11 would be homosexual

6 people would possess 59% of the entire world's wealth and all 6 would be from the United States.

80 would live in substandard housing

70 would be unable to read

50 would suffer from malnutrition

1 would be near death; 1 would be near birth

1 (yes, only 1) would have a college education

1 would own a computer

When one considers our world from such a compressed perspective, the need for acceptance, understanding and education becomes glaringly apparent.

The following is also something to ponder...

If you woke up this morning with more health than illness... you are more blessed than the million who will not survive this week.

If you have never experienced the danger of battle, the loneliness of imprisonment, the agony of torture, or the pangs of starvation ...you are ahead of 500 million people in the world.

If you can attend a church meeting without fear of harassment, arrest, torture, or death...you are more blessed than three billion people in the world.

If you have food in the refrigerator, clothes on your back, a roof overhead and a place to sleep...you are richer than 75% of this world.

If you have money in the bank, in your wallet, and spare change in a dish someplace ... you are among the top 8% of the worlds wealthy.

If your parents are still alive and still married, you are very rare.

If you can read this message, you just received a double blessing in that someone was thinking of you, and furthermore, you are more blessed than over two billion people in the world that cannot read at all.

Work like you don't need the money.

Love like you've never been hurt.

Dance like nobody's watching.

Sing like nobody's listening.

Live like it's Heaven on Earth.

Smile, you are one of the fortunate!

PUMPKIN CHEESECAKE

Adapted from "Cheesecake Madness" by John J. Segreto

Crust

1/2 cup gingersnap crumbs

Filling

2 lbs cream cheese, softened

1 1/2 cups granulated sugar

1/3 cup all-purpose flour, sifted

1 1/2 tsp ground cinnamon

1 tsp grated nutmeg

1 tsp ground cloves

1/4 tsp allspice

1/8 tsp salt

6 eggs

2 cups pumpkin puree

Topping

1 cup heavy cream

1/2 cup chopped pecans

Sprinkle the gingersnap crumbs onto the bottom and sides of a well-buttered 9-inch springform pan. Chill until ready for filling.

In a large bowl, beat the cream cheese, sugar, flour, cinnamon, nutmeg, cloves, all-spice, salt, and eggs until smooth. Add the pumpkin puree and continue to beat until very smooth.

Pour the mixture into the chilled springform pan and bake in a preheated 325-degree oven for 1 1/2 hours. Turn off the oven and let the cake stand in the open oven for 30 minutes. Transfer to a wire rack and let cool completely.

Carefully remove the sides of the springform pan.

In a chilled bowl, whip the heavy cream and spread it over the top of the cake. Sprinkle the chopped pecans on top of the whipped cream. Transfer the cake to a serving



Bulletin Board



Calendar of events

Mark Your Calendars for the Annual
CSOSA Holiday Celebration
 Scheduled for
 Thursday, December 13, 2001

Agency Staff are needed to help plan this year's event. Please e-mail Tanya Ray or Aida Hasaballa if you would like to join the committee.



On November 30th, 2001
 CSO Michael Scolveno of New Jersey
 will marry Ms. Marie Capone of Philadelphia.
 Please assist me in congratulating the couple on
 their marriage.

- CSO LaQuisha Jones-Campbell

Please Join us in celebrating
SCSO Dick O'Brian's Retirement
 At a Luncheon to be held in his honor
December 4, 2001

Where: Phillips Flagship Resturant
 900 Water Street, S.W.
 Time: 11:30 a.m. - 2:00 p.m.
 Price: \$25 (Cash Only) - Includes Buffet
 Meal, Gratuity & Gift
 Payments Due by November 29th
 Contact Cheryl Merrifield
 @508-1941

REMINDER



The final day for collection of
 school supplies for the children at
 Ketcham Elementary is 11/26/01.
 A special thanks to staff who have
 contributed to this worthy cause.

HAPPY BIRTHDAY WISHES

Treatment Specialist, **Toni F. Gore** (Nov. 12th)
 &
 Training Specialist, **DeAndrea Peters** (Nov. 12th)



Happy Birthday to **Ayeola Owens**
 (Nov. 20th) and **Jemmell Courtney**
 (Nov. 21st) at Hope Village!!! It's
 been wonderful knowing such great
 friends and co-workers! Thank you
 for making my workdays fun!
Love from William "Akbar" Watkins

Newslink **Quote of the Month**

“When you are reluctant to change, think of the beauty of autumn.”

- Submitted by Michelle L. Gaskins

Do you have an interesting quote you want to share? Contact the Newslink and spread the word!

Note from the Acting Editor:

In many parts of the world a day is set aside to give thanks. The date and customs may vary from country to country, but the desire to take time to reflect on life's blessings remains the same. Growing up, I remember Thanksgiving being a time for family, food, football and more food. This year, the holiday seems a little more meaningful. Time with family seems especially important and the urge to give more and receive less seems a little more powerful. Let's count our blessings and give thanks, so that we may remain strong and steadfast in our commitment to making our community, and ultimately our world, a better place to live. Thanks again to everyone who submitted articles and ideas for this edition of the NEWSLINK. I look forward to hearing from more staff in the future.

If you would like to submit an item for the December edition or if you have an idea about how we can improve our Agency's newsletter, please contact me.

With warmest regards,

Erika N. Evans

TEL: (202) 585-7356

FAX : (202) 585-7374



**COURT SERVICES AND
OFFENDER SUPERVISION
AGENCY FOR THE DISTRICT OF
COLUMBIA**

**633 INDIANA AVENUE, NW
WASHINGTON, DC 20004-2902
(202) 220-5300**