



Newslink



A Monthly Publication of CSOSA

Volume 2, Issue 11

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Special Points of Interest:

- A recap of CSOSA's 2002 Awards Ceremony
- November's National Native American Heritage Month Celebration
- CSOSA welcomes its newest Community Supervision Officers
- An update from the Bilingual Task Force
- Farewell to recently retired members of the CSOSA family
- Newslink Bulletin Board



Voice of the Director

Moving into the holiday season always brings me to a time of reflection over the events of the past year: the challenges, the triumphs and the changes. Second only to seeing my youngest child off to college this summer was my appointment as Director of the Court Services and Offender Supervision Agency. Unlike every other Federal agency director, I am fortunate to lead an organization that is devoted almost exclusively to serving the community in which I live. It is both a great privilege and a monumental responsibility.

I could not have chosen a better team. This month I'd like to pause to thank all of you for your contributions over the past year. You survived the nascent stages of the agency with your optimism and your sanity intact. As the agency matures, you continue to exhibit the same resiliency that allowed CSOSA to successfully come into being more than two years ago. For those of you who, like me, did not experience CSOSA's creation first hand, I encourage you to learn from your co-workers. They have much to teach us about the strength of the agency.

CSOSA will soon mark the first anniversary of the implementation of SMART. Although the experts predicted that it couldn't be done within our timeframe, the CSOSA team knew otherwise. Today we are the proud users of a case management system, developed in large part by our own employees, that has re-engineered agency operations. The agency owes a huge debt to those pioneering spirits among us who held onto the vision for SMART and to every employee who

made a suggestion, struggled with the changes, corrected an error, assisted a coworker or simply committed themselves to learning and using the system.

Regrettably, caseload ratios are still above industry recommended levels. I am awed by the sheer level of responsibility carried by CSS staff and appreciate the pressure you live with daily. To your credit you continue to give extra effort to ensure that your cases are compliant, that offenders receive additional support or sanctions as necessary and to complete special assignments. Your dedication is recognized and valued.

Often invisible are the many support units that make it possible for CSS and the rest of us to perform our critical functions. We easily take for granted that Congress will continue approving our budgets and that our pay will arrive to the bank on time; that our worksites are comfortable and well maintained; that access to the CSOSA web is available at the click of a button; that we can learn a new job related skill or improve upon an existing ones throughout the year; that our grievances will be heard or that community partnerships will be in place to support our work with offenders. As we rapidly approach the end of another year, I'd like to acknowledge and thank all of the behind-the-scenes staff that work diligently to ensure the smooth functioning of the Agency.

Best wishes for a peaceful holiday season to all of the CSOSA family.

- Paul A. Quander, Jr.

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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

CSOSA 2002 AWARDS AND RECOGNITION CEREMONY

By Fran Hagan, Special Assistant to the Associate Director
Office of Human Resources



On October 30, 2002, CSOSA held its fourth annual Performance Awards and Recognition Ceremony at the Renaissance Washington Hotel. The Ceremony opened with an honor guard from the Metropolitan Police Department and an *a cappella* rendition of the National Anthem in the inspiring style of MPD Officer Theresa Williams. Director Paul A. Quander, Jr. offered remarks at his first CSOSA Awards Ceremony, expressing appreciation for the employees' hard work and performance that contributed to accomplishing the agency's mission. Mr. Quander touted the quality of CSOSA employees and noted the important, interrelated duties of each component within CSOSA.

Before coworkers, supervisors, senior and executive staff and supportive guests, CSOSA employees stepped on stage to be recognized for Team Awards, Special Achievement Awards, and Performance Awards. For the second year, two awards for Employee of the Year were awarded, one each from the Office of Community Supervision Services and the Office of the Director. Each award recipient went home with a certificate signed by the Director and each participant will receive an 8"x10" glossy photograph taken with the Director and respective Associate Directors.

The 2002 Awards Ceremony was a formal celebration of hard work and accomplishment, punctuated by cheers and good humor. A cake and punch reception followed the ceremony decorated with a flowing fountain, and featuring a chocolate/vanilla layer cake topped by a full-color CSOSA logo made of white chocolate.

Employee of the Year *Community Supervision Services*

Aprille T. Cole
Community Supervision Officer



Aprille T. Cole began her career as a Community Supervision Officer in 2000, assigned to the Sex Offender Unit. In this capacity, she supervises some of the most volatile and potentially dangerous offenders in the community. The sex offender cases can be highly complex, requiring specialized knowledge and ex-

perience. During the past year, Ms. Cole exhibited remarkable initiative, insight and dedication of the highest quality to CSOSA's mission. In one notable case, Ms. Cole's proactive approach to case management uncovered an offender's assaults on children not previously known to prosecutors, and led to his rearrest on felony charges.

In another case, Ms. Cole made a compelling argument to the US Parole Commission based on her case research that led to seizure of an offender's home computer. The findings were significant and may lead to revocation of the offender's parole.

In a larger context, recognizing the need to build victim awareness in the sex offender population, Ms. Cole – on her own initiative – undertook to develop a program that addressed this need, researching suitable presenters, consulting with treatment staff, and providing an informative program that was lauded by treatment professionals as effective for offenders.

For outstanding performance in furthering CSOSA's mission, Aprille T. Cole truly qualifies as the CSS Employee of the Year for 2002.

Employee of the Year *Office of the Director*

Paul T. Girardo
Director, Office of Financial Management
Management and Administration
(Photo not available)

As Director of the Office of Financial Management (OFM), Paul T. Girardo is responsible for CSOSA-wide budget formulation and execution, accounting, financial services and financial management policy, and is the Agency's primary contact in financial matters with other government agencies. During the past year, operating with several staff vacancies, Mr. Girardo led OFM through personal example with hard work that propelled several accomplishments to fruition.

Despite vacancies, systemic constraints, and difficult regulatory issues, Mr. Girardo led the OFM staff to complete the Agency's third independent financial audit, again receiving an "unqualified" clean opinion on CSOSA's Financial Statement, thereby establishing a high degree of financial management credibility with the Agency's budget oversight officials. Through Mr. Girardo's professional, technical and analytical skills, budget execution analyses and recommendations have steadily progressed in quality, depth and timeliness, enabling resource decision-making by senior agency officials linking Agency resources to strategic plan objectives. This year Mr. Girardo also managed development of the new Status of Funds budget reporting system that significantly streamlined production of status, reports and aided managers' review of their financial operations.

Mr. Girardo's achievements for the Agency were the result of a highly skilled and dedicated professional who willingly sacrificed his personal time week after week to accomplish tasks critical to CSOSA's mission. Paul Girardo is the Office of the Director's Employee of the Year for 2002.

CSOSA CONCLUDES A SUCCESSFUL SERIES OF TRAINING WITH THE UNITED STATES PAROLE COMMISSION



Last month (October), staff from CSOSA's Community Supervision Services (CSS) Division wrapped up a series of cross-training sessions with staff from the United States Parole Commission (USPC). Having recognized earlier this year a growing need for additional training, the sessions were designed not only to provide Community Supervision Officers with a working knowledge of procedural and evidentiary requirements when submitting Violation Reports to the USPC, but to provide USPC Case Analyst with some insight into CSS operational procedures as well.

Beginning in June of this year, there were a total of six mandatory training sessions presented by USPC staff for CSS Branch Chiefs, Managers and Community Supervision Officers. In September and October, CSOSA conducted weekly training sessions for the USPC case analysts and some senior level staff members. Based on the feedback from CSS staff and managers, the training has proved highly effective in bridging the gap of understanding between both criminal justice entities. According to former Interim Deputy Associate Director James Morris, who played a key role in coordinating the training initiative, USPC staff commented very favorably about the training and have since reported notable improvements in the reports submitted by CSOs.

This type of training will be conducted on an as-needed-basis as we continue to cooperate fully with the goals and objectives of the United States Parole Commission. Effective communication with the USPC and other criminal justice agencies is key to the success of our agency's mission.

CSOSA'S SPECIAL OBSERVANCE COMMITTEE HELPS RECOGNIZE NATIONAL NATIVE AMERICAN HERITAGE MONTH - NOVEMBER 2002

Submitted by Thomas Walker, Employee Development Specialist and Program Chairperson

On Tuesday, November 19, 2002, the Special Observances Committee (SOC) helped the agency to celebrate Native American Heritage Month with a special program recognizing the rich culture of Native American peoples. The program was a gala celebration with guest speakers Caleb Strickland, a Lumbee Indian from the National Museum of American Indians, and Mitchell Bush, Jr., a lecturer and elder of the Onondaga Tribe. The highlight of the program was an artistic dance performance by the American Indian Society Dance Group. The audience was also treated to an ethnic sample of authentic American Indian Cuisine.



As with all the other special events hosted by the SOC throughout the year, this program embodied the very essence of CSOSA's goal to build an agency-wide appreciation of cultural and ethnic differences. This year's Native American Heritage program served to enhance an even greater understanding and appreciation of diversity, establishing an improved sense of each persons viable ability to contribute to the success of mankind.

A special thanks to all those who came out in support of the occasion!



American Indian Society Dance Group



Program attendees were delighted with traditional Native American dance.



Program Chair Thomas Walker and Special Guest Caleb Strickland



**BASIC SKILLS FOR
COMMUNITY SUPERVISION OFFICERS
GRADUATION CEREMONY**



Community Supervision Officers Class 02-2
with Director Paul Quander (far left) and
Associate Director Thomas Williams (far right)

On November 25, 2002, the Training and Career Development Center hosted the graduation ceremony for CSOSA's freshest batch of Community Supervision Officers. After six weeks of intensive training, the Community Supervision Services Division welcomes twenty new enthusiastic officers who are well-equipped and prepared to join the ranks of CSOSA's dedicated community servants. Special thanks to the Training Advisory Committee, Adjunct Instructors and Presenters, Office of Human Resources Staff and Training and Career Development Staff for ensuring the successful completion of their training.

- Corey Lynch**
- Elizabeth Olson**
- Rosa Peña**
- Nathan Penn**
- LaSonia Rivers**
- Marquita Scales**
- Nicole Sims**
- Colette Smith**
- Kimberly Wade**
- Erika Westry**

- Daryl Beard**
- Deanna Braucher**
- Mark Collins**
- Lakisha Copeland**
- Lavonya Douglas**
- Liasia Fenwick**
- Mikhail Jackson**
- Bruce James, Jr.**
- Eric James**
- Mark Lennon**

Welcome Aboard!



Come celebrate the holiday season with
CSOSA as we...

*"Reflect On The Past...
and Look Towards the Future"*

**THURSDAY,
DECEMBER 12, 2002
NOON-4PM
633 INDIANA AVENUE,
NW, 6TH FLOOR**

**\$15 Staff
Guest, Retirees &
GS-13 and above \$25**

**Payment due by
Thursday, December 5, 2002**



Contact Aida Hasaballa
at (202)220-5407 for more information
or visit the *CSOSAWeb* to view
the event flyer online.



Office Updates

PRIVACY, YOURS AND MINE

*Submitted by Linette A. Lander, Assistant General Counsel
Office of General Counsel*

When I discuss privacy issues with CSOSA/PSA staff, it generally concerns our duties as custodians of sensitive offender/defendant information to properly safeguard that information in accordance with applicable law and Agency policy. I recently attended a meeting at the Department of Transportation that addressed privacy in the post-September 11th national security environment. That discussion caused me to focus on the personal privacies we have forfeited or may soon forfeit through efforts to combat international terrorism and other crime, as well as through practices associated with routine commercial transactions. I offer these examples of current and proposed data usage for your reflection:



- 👁️ Requests for Social Security Numbers (SSN) as a means to verify credit records or obtain a credit card, loan, etc., and for use as an identifying number in instances in which the SSN was not intended to be used. The resulting widespread availability of your SSN to businesses and individuals presents a number of risks, among them the danger of identity theft.
- 👁️ Requests for electronic signature (like those provided for Federal Express deliveries) for a credit purchase, which may create a digitized record of your signature that could be used for unauthorized purposes.
- 👁️ Data cards, such as Metrorail's Smart pass or tollgate express cards that record all one's travels, and cards that record one's transactions, e.g., at the video rental store, the grocery, and drugstore.
- 👁️ Security cameras in business areas, stadiums, etc. The D.C. Council plans to hold a hearing in December to examine MPD's installation of surveillance cameras throughout D.C.
- 👁️ The ability to apply for, and perhaps receive, loans over the phone based on the large volume of information available electronically to the loan officer.
- 👁️ A commercial database that contains 1.9 billion records drawn from public records systems nationwide, and advertised with the suggestion that individuals provide the most reliable information when they believe it is for a particular limited use, such as when they apply for a hunting and fishing license.
- 👁️ The plans recently reported in the *New York Times* to be carried out by the Pentagon under the Homeland Security bill that would "'breakdown the stovepipes' that separate

commercial and government databases" by providing intelligence analysts with instant access to the general public's e-mail, Internet use, travel, credit card purchases, and phone and bank records without a search warrant. This activity would require amending the Privacy Act of 1974, a "good government" statute that was enacted in the aftermath of Watergate.

Some may ask why any of this should concern a law-abiding citizen. Certainly the potential for greater security against foreign terrorist and domestic criminal threats is attractive and comforting in the wake of the losses this country sustained on September 11, 2001, and following the recent sniper attacks in the Washington area and elsewhere. Consider this, however: The same tools that are proposed to detect terrorist threats could be used against those who seek to exercise their First Amendment rights. The same commercially available public record database available to someone seeking to enforce a child support order or serve a summons could also become available to a batterer with a handgun who is stalking his estranged wife.

A very real question is presented as to what we will have gained in exchange for what we will have given up.

OFFICE OF PROFESSIONAL RESPONSIBILITY UPDATE: THE SUPERVISOR'S ROLE IN THE PREVENTION OF MISCONDUCT

*Submitted by James Smith, Director
Office of Professional Responsibility*

The Office of Professional Responsibility (OPR) forwarded a copy of its FY-2002 Annual Report to senior and middle managers of CSOSA and PSA in October 2002. The purpose of this report is to help managers and supervisors educate their employees on how to avoid incidents of misconduct.

In this regard, it is important to note that supervisors play an important role in reporting and deterring misconduct within our Agency. In an article recently published by the U.S. Office of Government Ethics (OGE), Amy L. Comstock, Director of OGE writes, "Supervisors can demonstrate ethics leadership and play a key role in translating broad ethical statements into the daily work of an agency." Director Comstock further suggests that this is best accomplished by:

- ✓ Supervisors leading by personal example
- ✓ Supervisors being active ethics spokespersons
- ✓ Supervisors answering questions raised by their employees

If you have knowledge of any violations of standards of conduct, please contact James Smith in the OPR at 220-5364.

TRAINING

OPR will be conducting training for employees and supervisors of the Pretrial Services Agency during the month of December. The training will consist of four classes for non-supervisory personnel and two classes for supervisors.



BILINGUAL TASK FORCE UPDATE: A SUCCESSFUL 2ND ANNIVERSARY MEETING

*Submitted by Gladys Dorgett,
Bilingual Community Supervision Officer*

The Bilingual Task Force (BTF), a passionate group of volunteers charged with identifying and addressing the multi-cultural needs of the offender population that the agency serves in the nation's capitol, held its 2nd Anniversary Meeting at the Africare House on October 17, 2002.

Located at 440 R Street, NW, in the historic Shaw neighborhood, Africare is an international organization that has been providing charitable development assistance to Africa for over thirty years. In this working meeting the participants discussed program enhancements, augmentation of resources and community partnerships. Afterwards, Africare staff graciously gave BTF members and guests a tour of its magnificent facility, a former elementary school decorated in an eclectic but complementary mixture of artwork and artifacts from the African continent.

The participants concluded this event by having a scrumptious Caribbean-style dinner at their own expense at the nearby Islander Restaurant located in the heart of the "U Street" corridor. Simply stated, this anniversary meeting was indeed a catalyst for the BTF to continue its collaborative mission to place CSOSA in the forefront of the criminal justice system as an agency that strategically plans for the community supervision of diverse offender populations.

DIVERSITY

By Dawn Hicks-Roy

*When you look at me, what do you see?
Do you see me objectively?
Or do you see me through eyes of Prejudice and
Discrimination?*

*Will you allow yourself to see my intellect and wisdom,
integrity and determination?
Will you look at me as an asset instead of a liability?*

*I do not want you to prohibit me from achieving excellence
I want you to not only judge me on my merit,
but according to my knowledge, skills and abilities
Instead of the color of my skin or gender.*

*I want you to understand me because by
doing so you may come to admire my differences.
I demand your respect, but this will only come when
You stop trying to change me into a copy of you.*

*When you look at me, what do you see?
I hope you see diversity
I hope you see an abundance of never ending possibilities
I hope you see the world collectively
because diversity is not just you and me alone
Diversity is Humanity.*



COMMUNITY SUPERVISION SERVICES UPDATE : REORGANIZATION BRINGS A NEW BRANCH CHIEF

Effective Tuesday, November 19, 2002, former Executive Assistant for Operations **Valerie V. Collins** was promoted to Branch Chief of General Supervision Branch IIA. The 14-year veteran will replace McKinley Rush who is now serving as Deputy Director of Community Supervision Services (CSS). The entire CSS family welcomes its new addition to the senior management team and extends her best wishes for future success.

New Branch Chief Valerie Collins
(Right) pictured with
Intake Manager Morgan Massey



Congratulations Valerie!



TRAINING AND CAREER DEVELOPMENT CENTER ANNOUNCES NEW LEADER PROGRAM OPPORTUNITY



The John A. Carver Training and Career Development Center is proud to announce its participation in the USDA, Graduate School's New Leader Program (NLP). The NLP is a rigorous six-month developmental program that provides solid training and developmental experiences for federal employees. The program is designed for employees who have just entered leadership positions or who have a high potential for leadership in positions including team leaders, project leaders, and administrative support. A full description of the New Leader Program and a listing of the required application materials are attached. The application package is currently available on the CSOSAWeb. The application deadline is **December 16, 2002**. Please feel free to contact Training Specialist Yolanda Perry at (202) 220-5623 if you have questions.

Employee Focus

FROM PAROLE OFFICER OF THE YEAR TO DEPUTY ASSOCIATE DIRECTOR OF COMMUNITY SUPERVISION SERVICES - MCKINLEY RUSH CARRIES HIS PASSION FOR THE PROFESSION ALONG FOR THE RIDE

*Submitted by Erika N. Evans, Office of the Associate Director
Community Supervision Services*

Not many people are fortunate enough to find their niche in life - that one true specialty suited to their specific abilities. In fact, some people spend years and years unhappily working at something they were really never meant to do. Well, for anyone who's ever had the pleasure of working with former Branch Chief McKinley Rush, it's quite obvious that he's one of the fortunate few.

When McKinley Rush matriculated from North Carolina's Shaw University, like many recent graduates, all he really wanted to do was find a job that would relocate him back to his hometown. A life-long resident of the District, McKinley first set his career aspirations on becoming a fireman, a police officer or a legal assistant. But destiny has a funny way of disguising itself in unexpected opportunity, which was what was presented to McKinley by a family member who gave him word that the Department of Corrections was hiring. Abandoning his original ideas of fighting fires and typing legal briefs, McKinley accepted a position as a Correctional Officer in 1972, a career move that would introduce him to his one true passion – helping people help themselves.

During the time he spent working at Lorton Prison, McKinley incurred his first hands-on experiences with the offender population. Unsatisfied with his initial duties, which were sometimes limited to searching inmates after they visited with their relatives and friends, McKinley became more interested in the pro-active approaches of actually rehabilitating offenders. He was working as a part-time teacher in Prince Georges County when he started teaching classes to inmates who were participating in the Federal City College Program (a federally-funded program which transported prisoners to college classes in the morning and brought them back to the institution in the evening). He began familiarizing himself with other aspects of the institutional setting and continued to express his interest in breaking out of his role as a correctional officer.

Eventually, he began working as a Case Manager at Lorton's Youth Center. Senior staff took notice of McKinley's passion for the work and on November 23, 1974 he was hired as a Parole Officer with the Department

of Corrections. As his love for the work grew, so did his understanding of criminality and effective counseling techniques. He began to realize what a profound impact he could have in other people's lives. Even today, when he recollects upon the earlier stages of his career there's a visible trace of how important he has always held his responsibility to assist individuals trying to turn their life around. By the time parole functions were transferred from the Department of Corrections to the D.C. Board of Parole, McKinley Rush was at the top of his game. In 1987, he received the Parole Officer of the Year Award for outstanding achievement in the field.

The roads traveled between McKinley's days as a P.O. and now as Deputy Associate Director (DAD) of Community Supervision Services have been filled with professional and personal adventure. Training, project development, life changes, significant windows of opportunity and more training have molded McKinley into a knowledgeable, skilled and dedicated professional who has a noticeable healthy balance of 'old school' values and 'new school' ingenuity. While he is cognizant to give thanks to Associate Director Thomas H. Williams, former Interim Deputy Associate Director James Morris and all the Community Supervision Services support staff for helping to ease the transition into his new responsibilities, there's a clear sense that he will inevitably enjoy continued success in his new role. He remains committed to CSOSA's goals and objectives, he loves the work he does and like the footprint he has left behind in General Supervision's Branch IIA, it shows.

On behalf of all the staff in the Office of the Associate Director, I'd like to give a warm welcome to our new DAD!



**Deputy Associate Director
of Community Supervision Services
McKinley Rush**

CSOSA SAYS FAREWELL TO RECENT RETIREES IN NOVEMBER 2002

Several staff embarked on journeys into retirement during the months of October and November, including Office of the Director's Special Assistant **Brenda Mosley** (34 years of dedicated service), and Community Supervision Services' Interim Deputy Associate Director **James A. Morris** (31 years of dedicated service). Each of them will be missed by friends and colleagues and the agency as a whole will forever be grateful for their meaningful contributions to the our mission.



(From left to right) Cedric Hendricks, Acting Director of OLIPA; Former Special Assistant Brenda Mosley, Office of the Director; Jasper Ormond, Associate Director of Community Justice Programs; and Susan Shaffer, Director of D.C. Pretrial Services Agency



(From left to right) Kenya Gregory, Assistant General Counsel; Lisa Terry, Assistant General Counsel, Brenda Mosley; Associate Director David Orr, Office of Human Resources; and General Counsel George Pruden



(From left to right) CSO Jorge Sun; Former Interim Deputy Associate Director James Morris, Community Supervision Services; and CSO Marco Salazar



(From left to right) Mrs. Morris, Jim's; Associate Director Thomas Williams, Community Supervision Services; Jim Morris; and Secretary LeVon Rice

RETIREES NOT PICTURED:

Former Supervisory Community Supervision Assistant
Diane McFadden
34 Years of Dedicated Service

Former Community Supervision Officer
James J. Frank
26 Years of Dedicated Service

INSPIRING LAST WORDS OF WISDOM

"I would encourage all staff to look at the intrinsic value of the work they do here within the agency. Don't waste time concentrating on the frustrations of bureaucracy, concentrate on the bigger picture. The work you are charged to perform is good and noble, in fact it's more than a job it's a calling. ...It's been a great honor and a privilege to have been a part of the CSOSA family."

- Former Interim Deputy Associate Director
James A. Morris

EMPLOYEE MILESTONES**NEW EMPLOYEES FOR THE MONTH OF OCTOBER**

Office of the Director
Adrienne Poteat

Office of Community Justice Programs
Jennifer Lynn Whaley

Office of Community Supervision Services

| | |
|------------------|--------------------|
| Daryl Beard | Shelton McKellery |
| Heather Benton | Chandra Miller |
| Deanna Braucher | Elizabeth Olson |
| Jennifer Bullock | Marcus Patterson |
| Lynch Corey | Rosa Pena |
| Lavonya Douglas | Nathan Penn |
| Liasia Fenwick | James Robinson III |
| Mikhail Jackson | Marquita Scales |
| Bruce James | Nicole Sims |
| Eric James | Monica Small |
| Lakisha Copeland | Colette Smith |
| Mark Lennon | Anthony Taylor |

Kimberly Wade
William Watkins
Erika Westry

ONE YEAR ANNIVERSARY WITH CSOSA AS OF 10/31/02

Nicole Brown
Melvena Boykins
Rosia Brannan

FIVE YEARS OF GOVERNMENT SERVICE

Dwight Estrill
Terassa Johnson
Immanuel Myles

TEN YEARS OF GOVERNMENT SERVICE

Sherry Bailey
Jerrilyn Ball
Yolanda Datcher

TWENTY YEARS OF GOVERNMENT SERVICE

Sheila Moody

TWENTY-FIVE YEARS OF GOVERNMENT SERVICE

Lorraine Clyburn

THIRTY YEARS OF GOVERNMENT SERVICE

Tanya Ray



*Congratulations to the CSOSA
Family!*

**Health & Fitness****UPCOMING HEALTH OUTREACH PROGRAM**

Still haven't received your flu shot? You may want to visit the next Health Outreach Program conducted by the Federal Occupational Health (FOH) Health Unit. The program will be held on **Tuesday, December 17, 2002**, at 300 Indiana Avenue, NW, Room 2128 from 9:00 am to 11:30 am. The session will include flu shots, blood pressure screenings, consultations on personal health issues and literature distribution on various health topics. Those employees who desire to have flu shots, a Patient Acknowledgement Form must be completed and submitted to the nurse. A copy of this form, along with a fact sheet on the flu vaccine, can be found on the *CSOSAWeb*. If you have any questions regarding the FOH Health Outreach Program, please contact Michael Richardson at (202) 220-5753.

**COPING WITH STRESS AND DEPRESSION DURING THE HOLIDAYS**

The holiday season is a time full of joy, cheer, parties, and family gatherings. However, for many people, it is a time of self-evaluation, loneliness, reflection on past failures, and anxiety about an uncertain future. Many factors can cause the "holiday blues": stress, fatigue, unrealistic expectations, over-commercialization, financial constraints, and the inability to be with one's family and friends. Here are some tips provided by the National Mental Health Association that can help safeguard your mental health this holiday season:

- Keep expectations for the holiday season manageable. Try to set realistic goals for yourself. Pace yourself. Organize your time. Make a list and prioritize the important activities. Be realistic about what you can and cannot do. Remember it is a season of holiday sentiment and activities can be spread out (time-wise) to lessen stress and increase enjoyment.
- Leave "yesteryear" in the past and look toward the future. Life brings changes. Each season is different and can be enjoyed in its own way. Don't set yourself up in comparing today with the "good ol' days."
- Do something for someone else. Try volunteering some time to help others.
- Enjoy activities that are free, such as driving around to look at holiday decorations; going window shopping without buying; making a snowperson with children.
- And finally, be sure to save time for yourself! Recharge your batteries! Let others share responsibility of holiday activities.

Bulletin Board



The Office of Management and Administration (M&A) would like to officially welcome Management Analyst **Arla Scott**. Arla began working with CSOSA on September 23, 2002. M&A would also like to welcome Program Analyst **Jennifer Lynn Whaley** to the staff of Community Justice Programs. Jennifer Lynn began working at CSOSA on October 28, 2002.

Farewell and best wishes from M&A to Administrative Assistant **Kisha Sewell** in the Office of Facilities Management. Kisha's last day at CSOSA was November 15, 2002.

Congratulations to Vocational Development Specialist **Gene Groves** whose 7-year old son received an award for Literary Achievement from the Charles County Board of Education on November 19, 2002.

Dad is very proud!



Congratulations to CSO **Brian Coleman** (Branch IIA, Team #21) who recently graduated from the FBI Citizens Academy!

- From SCSO Reyna Cartagena



Congratulations to Training Specialist **DeAndrea (Deedy) Peters** in the Training and Career Development Center who gave birth to a beautiful little girl on November 25, 2002.

Delaney McKinney Peters

was born at 10:05 am and weighed 6 lbs. 13 oz.

Congratulations to **McKinley Rush** on his promotion to Deputy Associate Director of Community Supervision Services

- From Branch IIA Secretary Carlitta D. Thorne

November Birthdays



Happy Birthday to CSA **Shirley Davis**
From CSO **Jeri Price Parker**
who also celebrated her birthday on the same day
(11/02)

Happy Birthday to SCSO **Reyna Cartagena** (11/28)

- Love from your friend & fellow Supermom, Erika

The Training & Career Development Center Staff would like to wish **Deedy Peters** a Happy Birthday (11/12) and **Charlene Brooks** a belated Happy Birthday (10/28)

Office of Human Resources
Birthday Wishes

Fran Hagan
(11/7)

Marcia Murry
(11/23)

David Orr
(11/24)

Maryam Muhammad
(11/25)

Information Technology extends Happy Birthday wishes to IT Lan Technician **Gary Hernberg** (11/16) and IT Network Engineer Consultant **Tim Clapin** (11/12)

Birthday wishes to CSOs **Ayeola Owens** (11/20) and **Jemell Courtney** (11/21) of the TIPS Unit Team #27

Happy Birthday to CSO **Felissa Johnson** (11/18)

- From Michelle & Aida

Newslink Quote of the Month

“Never separate the lives you live from the words you speak”

- *The late U.S. Senator Paul D. Wellstone*
from Minnesota

(Submitted by Assistant General Counsel Linette Lander)

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

A Note from the Editor:

This concludes the November 2002 edition of the CSOSA NEWSLINK. Thank you all for your wonderful contributions and continued support of our agency's publication. If you would like to submit an article, have an announcement, or know of an event you would like to see covered in future editions of the NEWSLINK, please feel free to contact me. In the meantime, remember to be safe, give thanks and stay motivated to achieve the success you desire!

With warmest regards,

Erika N. Evans

Editor & Coordinator

Office of the Associate Director, CSS

Tel: (202) 585-7356

Fax : (202) 585-7374

E-Mail: Erika.Evans@csosa.gov



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

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