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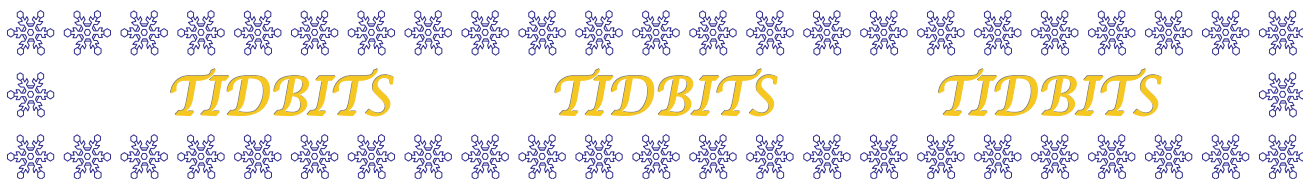
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COMMUNITY NEWS

- **AGENCY CLOSED:** The agency will be closed ONLY on Friday, December 24th and Friday, December 31st for Christmas and New Years. Check with your supervisor regarding holiday schedule and coverage.
- **ATTENTION COMMUNITY LIVING STAFF: (Debbie Rooksberry 765-653-9763 ext. 114):** PCCS is in the process of completing an audit on all PERSONNEL FILES. If your Personnel File is not 100% complete, you will NOT receive a BONUS and any missing documentations will result in suspension until your file is complete. All files MUST have up to date trainings plus personal insurance and any other required documents. If you are missing documentation that is REQUIRED, you will be notified and it will be YOUR responsibility to get those documents into Human Resource Personnel ASAP.
- **PCCS CHRISTMAS DINNER:** This year's Christmas Dinner that is sponsored by the Scaggs' Family will be held on Friday, December 3rd starting at 6:00 pm at Putnam County Fairgrounds, make sure you attend.
- **DAY SERVICE PROGRAM:** Starting in January, many Community Living Consumers will be transitioned to a day service program during the day in order to reduce cost for the state. This will have a dramatic change of services for many of our consumers which will also affect their staffing patterns. Consumers in the Greencastle area will attend the workshop, consumers in the Greenwood area will attend a new acquired space by PCCS for day services with staff and equipment to be hired and purchased next month. The consumers in other areas of the state could be transitioned to local ARC centers. Let us make this a smooth transition for our consumers as we comply with new state standards.
- **PUTNAM COUNTY FOUNDATION FUND:** Our year end drive to raise \$10,000 to match the Putnam County Foundation portion of \$5,000 will end in November. Please see Chuck about making a contribution to our agency no matter how small.
- **TRAINING CLASSES FOR CPI, CORE A & CORE B TRAINING IN GREENCASTLE:** The dates for the training classes are as follows: **CORE A:** Thursday, December 2nd at 914 Tennessee Street from 9 am to 5 pm. **CPI:** Monday, December 13th at the Putnam County Public Library in the Kiwanis Room from 8:30 am to 6 pm. **CORE B:** Thursday, January 20th at 914 Tennessee Street from 9 am to 5 pm. **PLEASE NOTE:** If you are NOT Group Home Staff, you MUST get APPROVAL from your supervisor. If you are in need of any of these trainings, contact Cheryl Evans at 765-720-2614 to sign up.
- **CPR/FIRST AIDE CLASSES:** The upcoming CPR/First Aid classes for the **Greencastle** area are December 18th at 10 am and January 15th at 10 am, please dress appropriately. Please contact Debbie Rooksberry (CLS HR) at 765-653-9763 ext. 114 to check for availability and schedule a class. To schedule a class for the **Greenwood** area, please contact Emily Holbrook at 765-721-7993.

CLIENT HAPPENINGS & PEER SUPPORT

- **PEER SUPPORT (Lisa Wagle 765-721-0158):** Congratulations to Joy Archer, the winner of the Peer Support Thanksgiving Basket. **Way to Go Shelby Kamplain for being the top ticket seller. God Job!! **Peer Support will be collecting can food goods beginning Monday, November 29th through Friday, December 17th to be donated to the local Food Pantry, the box will be located in the Supported Office. Thanks to all in advance. **The next Peer Support Meeting will be Tuesday, December 14th at 5 pm, more information to be announced.
- **BEST BUDDIES (Donna DeBoer 765-720-9733):** The talent show at DePauw University on Sunday, November 21st was a success. The consumers performed cheers, dances and sang with their college buddies. Crowd participation was encouraged on the song "Summer Nights" with the men singing the parts for Danny and the T-Birds and the women singing the parts for Sandy and the Pink Ladies. A game was also played that encouraged alphabet recognition and spelling. The next Best Buddy outing is scheduled for Wednesday, December 1st from 4 to 6 pm at DePauw University during the Wabash vs. DePauw Basketball Game.

MISSION STATEMENT

- The mission of Putnam County Comprehensive Services, Inc. is to provide services to individuals with disabilities in order for them to reach their optimum potential in attitudes, habits and skills through training and integration, making them contributing members of their community; and to promote community awareness and acceptance of people with differing abilities.

Happy December Birthdays!

*PCCS' 2010 Christmas Dinner
Sponsored by the Scaggs' Family*

*Friday, December 3rd,
starting at 6:00 p.m. at
the Putnam County
Fairgrounds.*

