



Individual focus. Community perspective.

# NCIA Gazette

The Newsletter of the National Center on Institutions and Alternatives

March 2013

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On March 9, 2013, Herb Hoelter, Co-Founder and CEO of NCIA testified in Annapolis on behalf of the State of Maryland Bond Bill to assist in the funding of an expansion of the Youth In Transition School.

Senator Delores Kelley and Delegate Adrienne Jones, along with Delegate Shirley Nathan-Pulliam, have submitted a bond bill for approval by the General Assembly that would provide \$350,000 toward the construction and planning of our YIT School at 7130 Rutherford Road.

The new school building would include an additional vocation in retail sales and would allow us to continue our mission of educating students with emotional and behavioral challenges.

We would like to thank these representatives and the rest of the delegation for supporting our efforts.



*Herbert J. Hoelter, NCIA CEO and Senator Delores Kelley*

## CDP Individuals Enjoys a Day at the Firehouse

Individual Lawrence Taylor serves as the Career Development Program's resident fire department guru and can often be seen decked out from head to toe in fire department gear. As a special addition to Lawrence's schedule, he and Mr. Billips, Director of Operations, like to visit Woodlawn Volunteer Fire Company and spend the afternoon imagining work as a firefighter. Lawrence enjoys sitting in the engines and looking through all the compartments. His favorite is to look at the vintage 1918 engine in the back of the fire station with the firefighters. Lawrence loves learning everything about the fire department; he knows where the hoses are kept, what the equipment is called, and what it's like to be on a call. Mr. Billips admits that he has learned quite a bit because of Lawrence's thoughtful and detailed questions. When they return, Lawrence loves to share what he has learned with all of his friends, so next time you're at CDP make sure you stop and ask Lawrence all your fire department questions.



*Katlyn Allers, M.S.*

*Psychology Associate*

*NCIA Career Development Program*

## Say Goodbye to Paper Paychecks and Hello to Debit Cards!

As we move forward with ADP we will introduce debit cards and will eliminate paper paychecks. This change is scheduled to occur in July 2013. Employees that already have direct deposit will not see a change in how they are paid.

Employees who currently receive paper paychecks will receive debit cards in July. Anyone who would like to move to direct deposit and not receive a debit card may sign up for direct deposit at any time. Through direct deposit, you may elect to have your pay deposited directly into a bank checking or savings account. Contact Robinette Cager in HR, 443.780.1314, if you would like to set up a direct deposit account instead of receiving a debit card.



**Once we move to the debit card system, paper paystubs will be eliminated for all employees.** This means that becoming familiar with our ADP system will become very important because your paystubs will only be available for view or print (if you choose) through ADP.

This will be a big change for everyone so take the time now to look around your ADP account. Log into ADP. Before you go to the *Time & Attendance* page open the tabs and look around. Each tab opens to useful information available to you. Of particular interest is the *Pay & Taxes* tab. You can view your past pay stubs and 2012 W-2 right now. Beginning in July, this will be your gateway to your paycheck history so you need to get familiar with it today.

There is much more to come on our move to debit cards. Look for NCIA emails. Yes, emails! Read the next article if you need a reminder on how to access your NCIA email account.

*Rhonda Pierce  
Vice-President, Human Resources*

## You've Got eMail!

Why is your NCIA email important?

- Performance evaluations are now being completed electronically and you will receive notices by email.
- You will soon start receiving your training schedule through email. **We will soon discontinue attaching it to your check.**
- Company information you should be aware of will be available there.

If you haven't accessed your NCIA email yet, it's easy to do.

1. Go to Internet Explorer
2. Type in: <http://mail.ncianet.org>
3. That will open up Outlook Web Access.
4. Enter your Domain\User Id which will be: ncianet\jdoe (use your first initial and last name)
5. At password enter Password1 if you have not opened your NCIA email before. You should then personalize your password. I suggest you use the same one for ADP.

You can check your emails from any computer — from the ALU kiosk, your home or even the library. I strongly encourage you to go to your account regularly to see what's there and so you don't forget how to access it.

If you are unable to log in call me at ext. 1338 for assistance.

*Rhonda Pierce  
Vice-President, Human Resources*

## Win \$\$\$ for Reading the NCIA Gazette!

Congratulations to Arthur Forrest, the February 2013 winner of \$25. Keep reading the *Gazette* and you could be a winner too! If you find your name displayed like this: (*Jane Doe*) in the *Gazette*, you will then have until the following Monday by 12:00 Noon to call Jayne Gessner, HR, 443.780.1313 to claim your \$25!

## The Winners Are...

**Jamarr Dennis**  
*Instructional Assistant, YIT*  
**Keith Dickerson**  
*Substitute Teacher, YIT*  
**Donte Gayle**  
*Job Coach, CDC*  
**Isatu Kargbo**  
*Residential Counselor, ARS*

Thank you to all who participated in the HealthCare Reform Survey. Your help made our effort a success and we will use this information to better prepare for our October benefits open enrollment season.

Please contact Kay Glover at 443.780.1332 to pick up your \$50.00 gift card.

*Rhonda Pierce  
Vice-President, Human Resources*

## NCIA Career Opportunities

Interested in trying something new or applying your talents in a different position? You can check out all open positions on NCIA's website at [www.ncianet.org](http://www.ncianet.org)

### Positions Available

- ◆ Residential Counselors for Adult and Youth Residential Services
- ◆ Crew Members
- ◆ Lead Crew Member
- ◆ Contract Supervisor

*LaToya Dow  
Employment Specialist/Recruiter*

## Missed Training Fee Charges are in Place

If you haven't heard, staff who miss scheduled trainings are now being charged a \$20 "No Show" fee. Please don't end up on this list.

If you can't make a scheduled class, **just inform your director** as far in advance as possible and ask to reschedule your class.

## Youth In Transition School Basketball Team – Victorious!

Our talented Team, the Blue Devils, has had quite an amazing season. On Friday, March 8, 2013, our NCIA/Youth In Transition School Blue Devils basketball team became the Metro Athletic League (DMV area) champions after an extraordinary 8-0 season! We are happy to report that the Blue Devils were victorious against schools like New Visions in Baltimore, High Road Academy in Washington, D.C., and the Phillips School in Laurel. Well done guys!!

In addition to celebrating this achievement, we would also like to publicly honor the Team's display of great athletic ability, leadership, determination, maturity, respect and sportsmanship on the court and during practices. The Team was comprised of players who must

maintain at least a level 2 on the Behavioral Management Level System in order to stay on the Team. In addition, these players also showed continued dedication and personal responsibility to their academic commitments off the court, which made for an extremely successful season both personally for each student, and collectively for our school. Our Team members are: Devonte Brown, Jamal Brownlee, Aaron Carroll, William Jackson, Claude Kossangba, Seth Lewis, Devin Smith, Ronnie Smith, Kevin Thomas, Andre Townsend, Leroy VanHorn, and Antonio Wilkens-Freeman. We are so proud of all of you!

We would like to thank our Athletic Director, Bruce Stahl, and coaches, Marty Hudgins and Keith Hill for a job well done!! Go Blue Devils!!!!



Left to Right (Coaches and Team Members): Marty Hughins, Seth Lewis, Cameron Carr (student manager), Antonio Wilkens-Freeman, Aaron Carroll and Keith Hall

*Chioma Anah, MA, ATR, NCC, LCPC, ACS  
NCIA/YIT School Therapist*

## Spring is in the Air at the YIT School Farm

Spring is surely upon us, so when is it safe to start planting? The first day of Spring? Earth day? The last frost? How is this determined? Well, we've been learning about this at the YIT School Farm. While there are cold weather crops that can be planted before the last scheduled frost of the year (April 20 for 2013) there are other crops that have to wait. So how do we know when the freezing weather has passed? This has actually been determined through observing nature. A tell-tale sign that freezing weather has past is when the American Dogwood flowers. This is known as the frost-free date. Generally between April 20 and May 10 in Maryland is when this happens, depending on location.

Knowing you can begin planting some crops before the last scheduled frost, are you ready to "get gardening?" The YIT School Farm is here to help! Our students have been busy planting seedlings and transplanting them to larger containers, making them ready and durable enough to be planted in *your* garden! These cool weather crops are available now for purchase (\$1.50 for a 6 pack) and can be planted, pre-April 20: Kale, Broccoli, Cabbage, Romaine, Swiss Chard, Pak Choi, Collards, Beets, Arugala (lettuce), and Mizuna (mustard green). We will also have warm weather crops available for purchase as well including: Tomatoes, Cucumbers, Squash, Okra, Eggplant, and Peppers. (These can be planted around the end of April.)

Please consider the YIT School Farm for your garden needs! With questions or purchases please contact either Gregg or Kristin ([gjones@ncianet.org](mailto:gjones@ncianet.org), [kantonino@ncianet.org](mailto:kantonino@ncianet.org)).



## Happy Birthday to NCIA Staff!

**April 1st**

*Maurice Harris*

**April 2nd**

*Uche Nnorom  
Roland Tamajong*

**April 5th**

*Gerald Day  
Ransom Hamlet*

**April 6th**

*Lorren Nelson  
Rodney Surrette  
Tracee Thrash*

**April 7th**

*Denise Abdullah*

**April 8th**

*Sharonda Cross*

**April 10th**

*Dudley Boothe  
Lamont Demory*

**April 11th**

*Donnie Brown*

**April 13th**

*Douglass Shapiro*

**April 17th**

*Trinea Lassiter*

**April 18th**

*Anthony Jones*

**April 19th**

*Keith Dickerson*

**April 20th**

*Dorothy Nelson*

**April 21st**

*Robert Conley*

**April 22nd**

*Chinasa Emeana*

*Jonathan Pilgrim*

*Kevin Ragins*

*James Ricks*

**April 23rd**

*Peter Makinde*

*Lamont Royster*

**April 24th**

*Albert Baafi*

*Clarence Blunt*

**April 25th**

*Ternika Butler*

*Nichelle Jessup*

**April 26th**

*Rudolph Bradley*

*Ernest Hatton*

**April 27th**

*Lee Carr*

*Tameeka Price-Robertson*

**April 29th**

*Nekia Blue*

*Mary Digiovanna*

*Michael Johnson*

**April 30th**

*Rebecca Ewonde-Bay*

## Student Health Education Fair — Youth Health Promotion

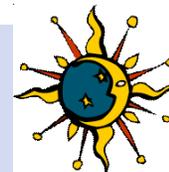
Students at Youth in Transition School have begun their first sessions with the Baltimore County Health Department (BCHD) resource health education team to learn and discuss HIV/AIDS and STD awareness and prevention. The BCHD health education team was invited to Youth in Transition School in an effort to promote Health Education Risk Reduction (HERR) to the student population. Enhancing health promotion and disease prevention equips youth with the ability to advocate for personal, family, and community health.

The first session of this effort focused on an interactive discussion related to HIV/AIDS, STD's, and was a great success. In this first session, youth were provided key facts related to HIV/AIDS awareness and openly discussed myths associated with HIV/AIDS infection, and STD's. The BCHD health education team was delighted with the student population's readiness to learn, response, and positive interactions among each other. The student population had a variety of questions and detailed topics for the resource team related to HIV and STD's; specifically a hot topic discussed was the risks associated with today's current trend of "tattoo parties." Sessions will continue in the upcoming months of the school year for Youth in Transition School students. Some sessions are planned to include activities (*Myrle Sneed*) such as role playing to provide students a direct experience to practice health-enhancing behaviors learned throughout previous sessions.

In addition, NCIA's Youth Residential Services youth population will begin HERR education this summer. The residential youth will have access to a specific health education resource team from BCHD to focus on developmentally mature smaller group sessions. For example, a more mature youth session will provide information on how to access valid health information resources such as HIV/STD testing in various communities and health-related products.

Through continued health promotion and HERR education Youth in Transition School and Youth Residential Services' has set a goal to enhance health awareness among our youth to avoid or reduce health risks. We are encouraging each youth to take the next step and learn how to protect themselves, each other, and the community. We are proud of each youth that demonstrates a commitment and eagerness to learn about healthy life choices.

*Michelle Shaneyfelt, RN  
Youth Residential Services*



### Fun Dates to Know

**First Day of Spring**

*March 20, 2013 (spring equinox)*

**Full Moon**

*March 27, 2013*

**Last day of Frost**

*April 20, 2013*

**Earth Day**

*April 22, 2013*

**Full Moon**

*April 25, 2013*

### Anniversaries

**April 2013**

**15 Years**

**Ronald Praylow**

*Youth In Transition School*

**10 Years**

**Mojisola Aduke Stokes**

*Adult Residential Services*

**5 Years**

**Anthonia Adebawale**

**Joseph Perry**

**Kelley Harcum**

*Adult Residential Services*

**Jeanette Quick**

*Career Development Center*

**Francis Lando**

*Youth In Transition School*