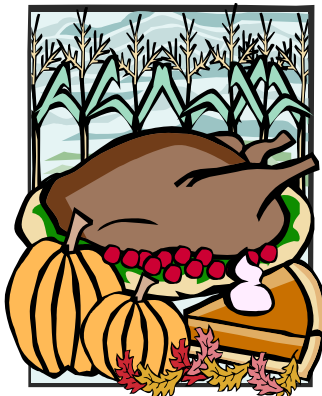


November
2006



EMPLOYEE of the MONTH



Laura (Putnam) Herritz is the October Employee of the Month at Sauk County Health Care Center. Laura was nominated for her kind, caring way with our residents and her willingness to help out wherever she is needed. She is truly an asset to the CNA staff at Sauk County Health Care Center. Laura has been employed at the Health Care Center as a CNA for the past 4 ½ years. She enjoys the one to one time she spends with the residents and enjoys caring for them. She states that she has great coworkers and they have a lot of fun working together.

Laura was very surprised when she found out she was voted Employee of the Month. "I am very blessed to have such nice people that think highly of me. Dawn Drea, long time friend and unit nurse nominated me. She is a wonderful person and friend."

Laura is also SCHCC's newest bride. Laura was married to Jason Herritz on October 28, 2006 and together they have a 16 month old son, Ryan. Laura spends her non-work time playing with Ryan as much as possible and also enjoys spending time with the rest of her family. She also enjoys hiking at Devil's Lake.

To nominate a staff person for **Employee of the Month** pick up a yellow nomination form by the time clocks and indicate why you feel the employee is deserving. Nominations may be placed in the Suggestion Box by the Employee/Ambulance entrance. Eligible nominees will be put on the ballot for voting the first payday of the month when checks are picked up. Ballots are available in the Personnel Office on Thursday from 12:00 to 4:30 for voting if you are unable to vote on Friday.

A Big Thank You to all who helped in any way with Safe Halloween. Thanks to those who donated time, candy, money, contributed to the bake sale or food pantry collection. We were able to provide treats and a fun afternoon to over 500 area children. Without your help this very successful event would not be a reality. See you next year! Margaret Burggraf, AT Director

Upcoming Events

November 21	Department Head	December 19	Department Head
November 22	Medicare Pie Sale Jeans Day/Sunshine Club Donation	December 20	Resident Christmas Program Medicare Employee Appreciation and Christmas Party
November 23	THANKSGIVING	December 21	Infection Control Pharmacy Cookie Sale
November 27	Packer Day—Jeans	December 24	Christmas Eve
November 28	Department Head	December 25	Christmas Day
November 29	Medicare	December 26	Department Head
December 1	PAYDAY CRAFT FAIR	December 27	Medicare
December 5	Department Head Special County Board Meeting Re: WIPFLi	December 29	PAYDAY
December 8	HCC Committee Meeting	December 31	New Year's Eve
December 12	Continuum of Care		
December 13	Medicare		
December 15	PAYDAY		



SAUK COUNTY HEALTH CARE CENTER'S
COMMUNICATOR

EMPLOYEE ANNIVERSARIES DECEMBER

Heather Bongiovanni	2 yrs	Colleen Johnson	14 yrs
Morgan Corning	2 yrs	Richard Tourdot	19 yrs
Bette Moon	3 yrs	Mary Parkhurst	28 yrs
Juli Brandt	5 yrs	Judy Schenck	31 yrs
Jessica Towne	10 yrs		

Congratulations

Dates to Remember

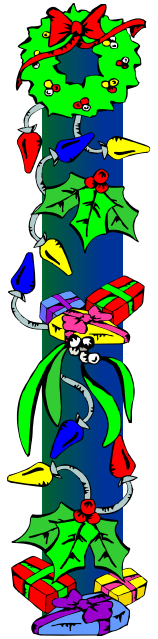
November 22—Pie Sale. AT will be selling pumpkin and apple pies for Thanksgiving. Pies are \$6.00 each and orders must be in by Monday, November 20. Pies should be picked up by Wednesday, November 22 by 6:00 p.m. Watch for signs.

December 1—Craft Bazaar from 8:00—3:00 in the Activity/Chapel area. Fifteen craft booths to browse as well as a huge bake sale and luncheon at noon. Make your list and check it twice and come to the Bazaar.

December 19—Resident Christmas Program. Anyone interested in participating in this annual event please see A.T. Staff. We are looking for talented staff to sing, play an instrument or do a holiday skit. (I know there are a lot of talented people that work here!) The merriment begins at 2:00 in the Resident Dining Room. Snacks will be provided.

December 21—Cookie Sale. Plates of delicious homemade cookies for sale, just in time for the holidays. Plates are \$6.00 each. There will be a nice variety of cookies on each plate. Sale starts at 11:00 a.m. until sold out. Place your order with activities by December 20 to secure a plate.

THANK YOU FOR SUPPORTING OUR ACTIVITIES PROGRAMS



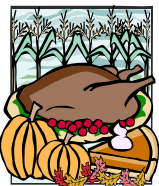
Sunshine Club News

The Employee of the Month program will be ending in January. Be sure to nominate a special employee for November and December.



The club will soon be purchasing movie tickets from Star Cinema and they will be available for employees to purchase at the front desk or by contacting your NOC supervisor. Only cash will be accepted. We will be charging \$5.00 for kids tickets and \$5.50 for adults. We also will have Casual 4 a Cause days on a monthly basis where employees may wear jeans for a \$1 donation to the Sunshine Club. Look for signs announcing upcoming days. New ideas are always welcome so drop them in the Suggestion Box by the employee/ambulance entrance.

The Sunshine Club is always looking for volunteers to join, so contact any of the following staff to find out about the next meeting: Patty Dix, Joe Ann Meurer, Amy Lee, Diane Gade, Ronda Clark, Peggy Connors and Jenny Olson. Thank you for your support.



NOVEMBER

Happy Thanksgiving!



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‘Tis the Season for Black Ice. When the temperature begins to drop, the potential for slippery spots in the parking lot increases. The SCHCC Maintenance Department does an excellent job of staying on top of the changing weather conditions and distributing salt and sand in the parking lot to minimize and eliminate slippery spots. As the weather continues to get colder, please use caution when walking in the parking lot and walk ways. The walk ways are covered in pink colored gravel. Please do not park in the walk ways! If you notice slippery spots in the parking lot or walk ways, please notify the Maintenance

Dept. or Personnel Dept. immediately. If you do slip or fall in the parking lot or walkway, notify your Supervisor and/or the Personnel Office immediately.

Also, remember that winter parking is in effect. Please park in your designated area. Staff should not park in the visitor parking area. If you are disabled and need to park in a disabled parking area we do have them for staff—see posted parking lot map for more information.

A parking lot map and winter parking rules will be handed out with your check today also. Please read and obey the rules for you own safety and that of our visitors.

Remember that Credit Union forms and information is available for all staff in the mailbox area on first floor by the time clock. The box is marked “Credit Union”. Correspondence should be directed to Becky DeMars at the Child Support Agency in Baraboo through the courier. Additional information is available on postings which are on the bulletin boards by the time clocks.

The Annual Employee Appreciation and Christmas Party will be held on December 20. This year a traditional dinner will be provided with serving beginning at 12:00. PM’s will be served from 4—6 and dinner will be available for the NOC shift. The meal will consist of Turkey, dressing, mashed potatoes and gravy, vegetables, cranberry jell-O, rolls, pie A-la-mode, Christmas cookies and candies. Employee Appreciation will also be incorporated into the festivities with the program beginning at 1:00. Employee’s will be recognized for years of service (5, 10, 15 etc.) with a plaque and article in the local newspapers.

Benefits Design Forms: Recently any employees who are participating in the plans offered by Benefits Design Group have received forms to review your current elections. If you have not already returned your signed form to the Health Care Center Personnel Department, please do so as soon as possible so that your elections can continue as you have indicated. If you have any questions regarding your elections, you may call Dan Netwall at the number listed on your information sheet or stop in the Personnel Department and speak with Mary or Amy.

New Time Off Request Forms coming: Within the next few weeks, all employees will notice a change in the Time Off Request Forms that you use to ask for time off. The only change is that the form will be a three (3) part form. The white copy will still go to the Personnel Department, the yellow copy will still go to the employee and the new pink copy will remain with your supervisor/scheduler. The forms will continue to be available in the box near Amy Lee’s door at the Personnel Department. If you have any questions regarding the forms, please see Mary or Amy in Personnel. We hope this additional copy will help with the payroll processing. These forms are on a trial basis, please let Mary or Amy know how you like the 3 part form.

