



Individual focus. Community perspective.

NCIA Gazette

The Newsletter of the National Center on Institutions and Alternatives

August 2013

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Feel Good Story of the Year!

Cornell Rookard came to the National Center on Institutions and Alternatives (NCIA) over five years ago. He was 18-years-old. At the time NCIA interviewed him he had spent a year in jail and faced up to 20 more years. Given the option to come to NCIA as a resident and student or serve his sentence, Cornell chose to come to NCIA. In his words, he was “young and wild,” and nervous about being away from home, family, and the town he grew up in. Now, Cornell will soon return home to Easton, Maryland, a place he wasn’t sure he would ever have the chance to go back to. He has achieved a high-school diploma from NCIA’s Youth In Transition School, a job with the State of Maryland, skills in construction and landscaping, and a passion for music, a hobby which helped him through hard times.

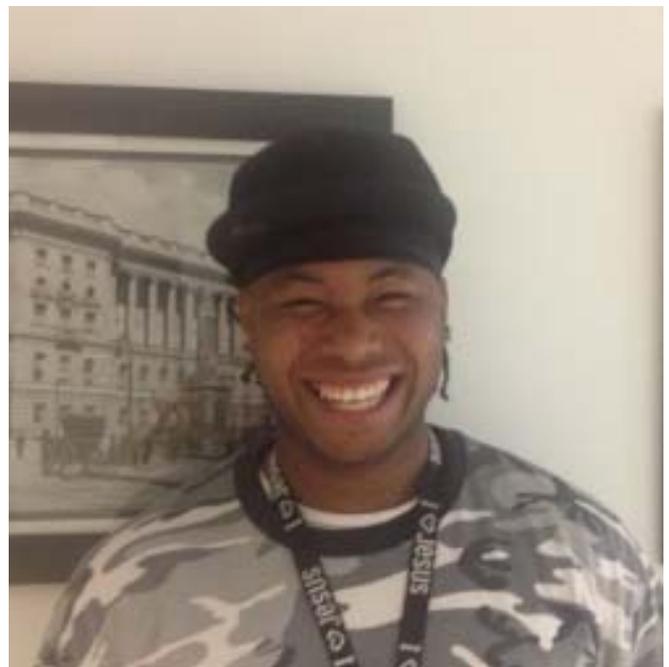
When asked if anyone at NCIA was a mentor to him, he answered “everyone.” Everyone gave him support when he needed it, especially Kenny Brown who was “like a Father” to him. (Kenny Brown is in charge of the Landscaping Crew at NCIA’s Career Development Center). The biggest challenge was leaving his family but he claims it helped him find himself and he’s “learned a lot.” Now, people look up to him and are proud of him, especially when he visits home. “It’s like I’m famous, or a hero.”

The biggest success to Cornell is that he’s “made it” and he’s ready to live life the right way. Cornell explained that for a long time he didn’t think he was going to “make it” in life, but he’s been given a second chance, thanks to NCIA.

When asked what advice he would give to other young adults and teenagers he would tell them to “focus on you...focus on the right way.”

Cornell leaves us as still a young man with a bright future. He is an inspiration to others here at NCIA and an example of how staff commitment, hard work and the willingness to change comes a long way.

Congratulations Cornell and to everyone at NCIA for having such a positive effect on this young man!



Tune in to WBAL,
The Keith Mills
Sports Show
this Thursday at 8:15 a.m.
and next week, Monday,
Wednesday and Friday at
6:45 a.m. to hear Keith
talk about NCIA's Youth
In Transition School.

Kristin Antonino
Reporter

Youth In Transition School Farmer's Market

The Youth In Transition School Farm is now introducing a weekly Farmer's Market! The Horticulture students have spent months planting, transplanting, growing, nurturing and now harvesting produce. What better way to share the "fruits of our labor" than to host a Farmer's Market. Don't forget, we are organic in practice – no chemicals or pesticides are used at the YIT School Farm!



Farmer's Market Produce

Each week you are welcome to stop by the YIT Market for fresh vegetables, herbs and sometimes flowers!

YIT SCHOOL FARMER'S MARKET

First come first serve at the YIT Farmers' Market – CASH only!

When: Wednesday afternoons, 1:30 p.m.-2:30 p.m.

Where: 7205 Cafeteria (high school)

What: Produce varies each market

All proceeds go directly to the Horticulture Program and Farm.

What a great cause!

For questions please contact

Kristin Antonino: kantonino@ncianet.org or Gregg Jones: gjones@ncianet.org



Cucumbers

Basil

Bell Peppers

CDC Individuals on the Move!

It seems like every day a new contract or job opportunity opens up at the Career Development Center (CDC). Our individuals are busy at work, so busy lately, that you may not see them as much as you used to. It continues to be a goal at the CDC for our individuals to enjoy the financial and personal benefits of working in the community. This month, the CDC would like to recognize some of these new opportunities.

Earlier this year, the CDC signed one of the largest contracts NCIA has ever had — working with the MTA light rail system. Several individuals work daily to clean light rail trains and ensure that passengers have an enjoyable commute. The work is hard, but those working enjoy being in the community and interacting with a variety of people every day. The CDC has received countless reports of the professionalism and attention to detail that our individuals display.

Just last month, the CDC gained another janitorial contract with the MVA system. With individuals building a remarkable reputation at other sites, there was no one else for them to turn to when the White Oak MVA in Silver Spring needed help. Working at the new site are Christopher Collins, Gordon Donovan, Yolanda Jones and Kenneth McEachan.

Even without leaving NCIA, you'll see that our individuals are truly professionals who can adapt to any environment. Be sure to say "Hi" to our cleaning crews at both the main building and the CDC. Several of our adults have also taken volunteer placements at the YIT Farm and on enclaves with Meals on Wheels. We are so proud of all of our workers. Keep it up!

*Katlyn Allers, M.S.
Psychology Associate
NCIA Career Development Center*

**"Life is 10% what happens to me
and 90% of how I react to it."**

—John Maxwell

It's Time for Benefits Open Enrollment

As you know, benefits open enrollment is here, Monday, August 19-August 30, 2013. Open Enrollment signs are posted on the homepage of ADP, in every building and every unit. Again this year you have the option to meet face-to-face with a Benefits Enroller at YIT, CDP, or 7222 Ambassador. If these locations are not convenient for you, you may call 866.814.1055 to schedule your phone enrollment.

Although we did experience a rate increase, it was limited to 10% across all medical plan options. Understanding that any increase presents a hardship to employees, NCIA, for the second year in a row, will keep the cost unchanged for employees selecting the DHMO Signature 9 - Employee Only option. Employees electing any other health plan option will experience an increase of 10% beginning with the October 18, 2013 pay.

The Benefits Overview 2013-14 was distributed through email, is on the homepage of ADP under the Features section, and was distributed to all residential units. You can also pick up a copy in HR.

Everyone is encouraged to review your current benefit options and costs in ADP. From the ADP homepage, go to the Benefits tab and select Compensation and Benefits to see your current elections.

Please remember every full-time employee must RE-ENROLL between August 19th and August 30th to continue benefits beyond September 30, 2013.

*Rhonda Pierce
Vice-President, Human Resources*

You've Got eMail!

We are finally there! After months of preparation and reminders, NCIA has completely transitioned to email. As we have communicated for months, all information is now shared through email and ADP.

- ✓ Your training schedule will be emailed to your NCIA email account. Review your email

regularly for meeting invitations for your training classes. When received, open the email and select **accept**.

- ✓ Performance evaluations are now being completed electronically and you will receive notices by email.

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 including 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*

Individuals showing off their moves at the Adult Residential Services Cascade Lake Outing



Paperless Paystubs

Now that we have gone paperless, remember that your paystubs are always a click away in ADP. For any computer you can access your paystubs through portal.adp.com. Even if you decide to leave NCIA, you can access your paystubs in ADP.

From the ADP homepage you may access your compensation information by opening the Pay & Taxes tab. Click on the Pay & Taxes tab for access to every pay received through ADP. Click on the date of the paystub you want to see to open your paystub. Stubs can be printed from any computer with a printer.

*Rhonda Pierce
Vice-President, Human Resources*

Adult Residential Goes to Cascade Lake

NCIA adult residential had its annual outing to Cascade Lakes. Over 60 people attended and a good time was had by all. The large grill was flaming all day with burgers, hot dogs and chicken not to



mention the great side dishes. The water in the pool was a little cold but individuals and staff braved it out while others danced and partied with the DJ. I would like to thank everyone on the activities committee for planning and working at the event to help make it the success it has been year after year. Now let's get ready for Six Flags.

*Rodney Norris, Executive Director
Adult Services*

Happy Birthday to NCIA Staff!

September 1st

Darryl Lee
Martha Perez-Serio
Charles Randolph

September 2nd

Judith Alexander
Corey Deville
Norwood Gross
Henry Hebron

September 3rd

Vanessa Harrison
Jerome Lowery
Rhonda Pearce

September 4th

Alicia Cunningham

September 6th

Lewis Cokley
Robert Lewis

September 9th

Marvin Demby

September 10th

Maureen Esotu

September 11th

Andrea Vaughn

September 12th

Jacqueline Frazier

September 14th

Jason Brown
Richard Johnson
Donte Vincent

September 15th

Michael Henderson

Brannon Lynch

September 16th

Julius Bouh

September 19th

Sharlena Williams

September 20th

Herbert J. Hoelter
Montez Chapman
Deborah House

Carlos Loza

Richard Nwoke Okocha

Mia Titus

September 21st

Steven Norwood

Dawn West

September 22nd

Michael Baker
Toshia Clark

September 23rd

Ondrai Evans
Debra Randall
Tabatha Walker

September 25th

Karen Watkins

September 26th

Gary Antonino
Jamarr Dennis
George Ray
Cynthia Hodge

September 28th

Keya Dean
Ryan Dent
Shanda Sutton-Murray
Aubrey West

September 29th

Lisa Randolph

Anniversaries

July 2013

5 Years

Okezie Onyeanusi

Phillip Thompson-Boulware
Adult Residential Services

August 2013

5 Years

Deborah House

James Jefferson

Career Development Center

Michelle Shaneyfelt

Youth In Transition School

Sheila Latimore

Marlene Norman

Precious Smith

Adult Residential Services

September 2013

30 Years

Alice Boring

Executive Assistant to the CEO

15 Years

Eric Vincent

Youth In Transition School

5 Years

Jermaine Epps

Youth Residential Services

Michelle Ross

Jennifer Lanza

Youth In Transition School

Donte Vincent

Adult Residential Services

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

Positions Available

- ◆ Residential Counselors for Adult Residential Services
- ◆ Residential Counselors for Youth Residential Services
- ◆ CQI Manager for the Career Development Center
- ◆ Special Education Teacher

LaToya Dow

Employment Specialist/Recruiter

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

Congratulations to Alexis Lee, the June 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*, contact Jayne Gessner, HR (443.780.1313) by 12:00 Noon on Wednesday, August 28, 2013 to claim your \$25!

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** (Michelle Ross) as far in advance as possible and ask to re-schedule your class.