

# NIA ASSOCIATION

3rd Quarter  
Newsletter  
October 5, 2011



375 Dover Road, Clarksville, TN 37042  
Phone: 931-906-3993 Fax: 931-503-0472

## A Message from the Chief Executive Officer...

Several very tragic events over the past month have troubled me and simultaneously served as "Spiritual Enlightenment" for me. I began to seek serenity about the things people cannot control. I was reminded that we cannot and should not take good benefits in life for granted. I always thank God for the caring and commitment that we are giving in the Nia ministry. But, when I woke up one morning recently, a biblical scripture came to mind, "though I speak with the tongues of angels and have not charity (love) it profits me (and you) nothing." I was reminded of something I can do to bring about "good change." I decided to enforce the promise I made to Associates during an earlier newsletter which was to lift the pay/incentive freeze after July. Yes, Nia has experienced tremendous funding setbacks due to government budget cuts, transitions, home and vehicle repairs, etc. That biblical scripture, however, helped me to realize the importance of demonstrating Faith and exhibiting Love in the midst of an unpredictability, bad economy and budgetary constraints. In spite of it all, Nia is very fortunate to be as solvent as it is and we have Nia Associates who trust our solvency and have remained committed to our mission for many years. Therefore, beginning on Friday, September 21st, it was decided that those people who have remained with Nia for five (5) or more years should be given "Tangible Love" via "Longevity Bonuses."

Our first Potluck/Cookout/BBQ at Nia's beautiful new office location will also be the first Employee Longevity Recognition event. I am extremely honored and proud to recognize all the Nia Executives, Management, Supervisors and Direct Care Staff are doing to extol our mission for people with disabilities. Compliance with D.I.D.D. documentation mandates is highly reflective of Nia's "unpublicized" professional quality of supports. The manner in which you have administered care has helped the Nia Ministry receive its second Exceptional Quality Review.

## INSIDE THIS ISSUE

A Message from the Chief Executive Officer	1
A Message from the Executive Director	2
Important Dates to Remember	2
Housing Vacancies	2
A Message from the Chief Operations Officer	3
From the Services Department	3
From the Medical Department	3
Human Resource Department	4

As a result of these achievements, we have been honored with the unique and prestigious "FOUR STAR" Rating Award. To paraphrase Tigger the Tiger, "WE'RE THE ONLY ONES!"

In the months to come, additional disability supports will be offered to disabled War Veterans. I believe they have earned and deserve support from others who are continuing to benefit from their sacrifices in defense of our country. Organizations, like ours, should make available experience care and compassion. Family Caregivers cannot do everything all the time to meet the needs of the disabled family member. We are here to help when the request for help is presented. More information will be publicized as the plan solidifies. This expansion will help many War Veterans and their families, it will create more jobs for people in our community and it will help improve the economy.

From the sinews of my heart, and in loving memory of my husband, Mr. Daniel Stevens, Nia's Co-Founder, who was a War-related, Disabled Veteran, I thank each of you for fulfilling God's promise from 1997 when this journey began. The Longevity Bonus Policy is my way of demonstrating tangible love for every 5-year period that you remain in Nia Association's employ.

God's Eternal blessings,

**Mrs. Carol Clardy Stevens**  
**CEO/Founder**



## A Message from the Executive Director...

### FALL MAINTENANCE

With the feel of fall in the air, it's time to think about getting ourselves, our homes and our vehicles ready for colder weather. Much of the routine maintenance that needs to be done this time of year will help keep us and our most expensive investments in tip top condition. Especially now, in this uncertain economy, regular maintenance and planning ahead makes good financial sense.

While most of these routine tasks are fairly simple, make sure they get done before cold weather creeps in to ensure that you and your family are at their best and prevent unnecessary hardship to you and those you love, your home and car as well as your pocket.

.....**THE FLU SEASON IS STARTING AND WILL LAST THROUGH THE FALL AND WINTER. GET THE VACCINE AS RECOMMENDED AND MAKE SURE THAT YOUR LOVED ONES ARE PROTECTED AGAINST IT.**

.....**NOW IS THE TIME TO DRAG OUT THE WINTER CLOTHING AND BOOTS. MAKE SURE THAT OUR LOVED ONES HAVE THE PROPER CLOTHING. TAKE OUTGROWN THINGS TO A LOCAL THRIFT STORE (THIS MAKES FOR A GOOD TAX WRITE-OFF).**

.....**STOCK UP THE MEDICINE CABINET. REPLENISH THE VITAMIN C, REGULAR VITAMINS FOR THE LITTLE ONES, VICKS VAPOR RUB FOR CHEST CONGESTION AND MINOR PAIN RELIEVER.**

.....**PREPARE THE HOUSE FOR WINTER. WINDOWS MAY NEED PLASTIC ON THEM. WEATHER STRIPPING MAY NEED TO BE ADDED OR FILTERS MAY NEED TO BE CHANGED. SEAL THE CRACKS/GAPS THAT ALLOWS FOR COLD AIR TO ENTER/WARM AIR TO ESCAPE. CHECK THE WATER HEATER FOR THE BUILD UP OF SEDIMENTS AT THE BOTTOM OF THE TANK. PREPARING THE HOUSE FOR WINTER CAN LOWER YOUR ENERGY COST SUBSTANTIALLY.**

.....**October is Fall Car Care Month. Following record high temperatures this summer, many car owners could face major car battery problems when winter arrives because heat, more than cold, shortens battery life. So check with your mechanic and see if there are any specials as it relates to Fall Car Care Month and get your car ready for winter.**

Remember, God has a plan for the earth and for our lives; and his timing is perfect. There's a reason for every season; and that reason is because seasons come and seasons go. In as much as we can...planning ahead makes us ready for anything that may come up. If sickness occurs, the medicine cabinet will be well stocked. If we are stuck in traffic....battery life will not be shortened. Home maintenance check list ensures that everyone will be toasty inside their homes. Appreciate all the seasons. Happy Fall!

**Cheryl E. Durham**  
**Executive Director**



### Important Dates to Remember:

October is Disability Awareness Month

October is Breast Cancer Awareness Month

November 6<sup>th</sup> – Day Light Savings Ends  
(set clocks back 1 hour at 2:00 a.m.)

November 11<sup>th</sup> – Veterans Day

### ***Affordable Housing Opportunities...***



**Now Accepting Applications!**  
**1 Vacancy**  
**3 bedroom, 1 bath home \$959**  
**(utilities included)**  
**Available November 1, 2011**

An application can be downloaded online at:  
<http://www.niaassociation.org/affordableHousing.htm>  
For more information about our affordable housing program contact Gwen Stevens at 931-906-3993 or email  
[gstevens@niaassociation.org](mailto:gstevens@niaassociation.org)



We are a fair housing agency that provides affordable homes for families and individuals.

## A Message from the COO

Hello Associates:

I am aware the majority of you give extra; extra time, extra care, extra patience. The truth of the matter is that makes you extra special employees aka associates; while each of you already know that, I hope it's nice to hear it from me, (smile).

At any rate, to stay viable as a business in today's economy and in life it takes, in my humble opinion, prayer and/or meditation plus focus among other things. Those intangibles almost make us impervious to the economic factor but moreover enable us as a business/people to continue to be a business/people not only for the people we support but ourselves and our family too. By continuing to do the extra we will continue to bring about employment opportunities for ourselves and others all while providing a community service second to none.

Please remember, the extra, or perceived extra in some cases, makes a difference, it does and it will pay off. Please be encouraged and encourage others to do the extra as short cuts like not counting the meds or proper shift changes for example are diametrically opposed to the mission and survivability of Nia Association.

Thanks for all you do!

***Derrick Stevens***  
***Chief Operations Officer***

## From the Services Department

Happy Fall Everyone! Get out the warmer clothes and get ready to see all the pretty fall colors! I would like to thank everyone for all their hard work and to congratulate everyone on the outstanding job that helped us receive our second exceptional rating during QA this year. I would also like to welcome the newest members of the Services Department: Amber Allen, Program Coordinator; Dustin Harvey, Program Coordinator and Lakechia Clemons, Home Director at Jacquie III. I would also like to congratulate M. David Brown on his promotion to Team Leader at Jacquie III.

I know there are always changes going on in the Services Department, but any of the changes that we make to schedules, activities or protocols are always to improve upon the exceptional services we already give.

The Service Recipients come first always. With that being said, I would like to remind everyone of a few things. Everything that happens in the homes affects the Service Recipients. An Associate being 15 minutes late could make a Service recipient late for a doctor's appointment. An Associate not counting the petty cash at shift change and promising to take the Service Recipient for ice cream and then finding out there is not enough money for the ice cream affects the Service Recipient. Not following the proper steps during a medication pass and failing to administer a medication, affects the Service Recipient. If we are always on top of our game every day, follow proper shift change; follow proper protocols for medication administration then WE make the Service Recipient's day better. If an Associate is having a bad day because their child is sick but can leave that at the door when he or she walks in and just smiles at the Service Recipient, then that Associate has made the Service Recipient's day better. If our loyalty always remains with the Service Recipients then our job is a little easier every day. THE SERVICE RECIPIENT MUST COME FIRST ALWAYS!

***Mrs. Jennifer McNeill***  
***Chief Services Officer***

## From the Medical Department

Wow, fall is here! The leaves will soon be pretty shades of red, yellow and orange. The beginning of Fall also means the possibility of cooler temperatures. Please be mindful of this when dressing the recipients, have jackets or sweaters available when needed.

With the arrival of fall there is also the arrival of cold and flu season. Please utilize good hand washing and wear gloves when appropriate. Good hand washing is one of the most important steps in preventing illness. When you can't wash your hands use hand sanitizer. Cover your cough or sneeze in a tissue or in the bend of you arm, not into your hand.

If you are interested in taking a Flu shot they are offered at most MD offices, the Health Department, take-care clinics and shot clinics, such as Wal-Mart. The Medical Department will set appointments for the individuals we serve to have their flu shots, if needed. Enjoy the great weather!  
Nia Medical Department

***Deborah Lanier, LPN***  
***Laverne Sweet, RN***

## Human Resources Department

Nia Association is currently seeking position(s) for **Direct Support Professional and Personal Assistants**

For more information go to our website at [www.niaassociation.org](http://www.niaassociation.org) or contact our Human Resources Department.



### Welcome Our Newest Associates!!!

This quarter we would like to recognize and welcome our newest associates: Albert Bartee DSP, Suleatha Brooks, DSP, LaKechia Clemons, HD, Angel Jenkins, DSP, Scottkey Miller, DSP, LaShica Smith, DSP, Lumis Terrell, DSP and Jasmine Warner-Douglas, DSP.

### Congratulations!

Home of the Quarter \*\*\*\*\*

Jacque III

Upcoming Training:

Your Human Resource Team  
**Tiffany Edinburgh, Executive Officer**  
**Priscilla Hansen, Human Resource Specialist**

## Word Scramble

UNSCRAMBLE THE WORDS BELOW:

Theme: Fall and Winter

1. aveesl\_\_\_\_\_
2. isumppnk\_\_\_\_\_
3. eriydhas\_\_\_\_\_
4. rsgod\_\_\_\_\_
5. laoltbof\_\_\_\_\_
6. nleHlaowe\_\_\_\_\_
7. kryeut\_\_\_\_\_
8. wosn\_\_\_\_\_
9. aTninkghgisiv\_\_\_\_\_
10. hmisatCsr\_\_\_\_\_
11. lodc\_\_\_\_\_
12. okaenswlsf\_\_\_\_\_

### **Claim your GRAND PRIZE today!**

Be one of the first two people to complete the word puzzle: Submit your responses to HR to claim your prize (reserved for direct care staff).