

# Mark Your Calendars for our Annual General Meeting (AGM) and BBQ!

## *At Melissa Park On Saturday June 24<sup>th</sup>,2017*

The Business Session and Service Awards will start at 11:00 a.m. followed by a BBQ at Noon. The event will run until 2:00 p.m.

### From the Executive Director's Desk By Shari

What a winter! It was a very hard winter with everyone catching colds and flus and then feeling better to only get sick again and on top of it the snow would just not go away. It is the first winter since moving to Melissa Park that we had to deal with so much snow and it was a huge job. I want to thank everyone who shoveled, salted, helped in anyway because the job was just too big for any one person to manage. A local neighbourhood kid was hired to keep the front of the building clear of snow so CISS would be in conformance with the City By-Laws and we are extremely appreciative that he did that so we could take weekends off from this hard work. It's hard to believe with all this bellyaching that I actually grew up in the eastern side of this snowy country but I can't help myself, I missed the rain.

We are looking for solutions for next winter so if any of our readers know of anyone in the local Port Coquitlam area (North Vancouver office is managed by the building owner's maintenance crew) please have them contact us with a quote for future winter work.

I knew that it would be very challenging to replace 20-year employee Pam Galt but I never knew that it would take us four Office Administrators to find Justine Maki. Justine is a great new addition to our CISS family and is very excited to be in a role similar to her last job where she worked for a charity in Maple Ridge. Ester is settling into her new job duties and is excited to have Justine on our team. Please assure that you drop by her office (main floor) and introduce yourself to her.

As we move into the spring we are preparing for upcoming events like the Multicultural Day event which will be held on Friday May 19<sup>th</sup> and the Annual General Meeting (AGM) which will take place on Saturday June 24<sup>th</sup>, both events (weather permitting) will happen outdoors at Melissa Park. We can promise you that you will enjoy food and entertainment at both events so please mark your calendar.

Over the winter I was invited to be on the Community Living British Columbia (CLBC) Community Council in the Simon Fraser Region out of the Port Moody CLBC office as their Service Provider Rep. CLBC established Community Councils across BC to ensure that adults with developmental disabilities, families, community members and service providers play a partnership role in achieving CLBC's vision. Councils are made up of 7 to 15 voting members and are composed of Adults who qualify for CLBC supports and family members will be 50% + 1 with at least one Self Advocate, at least 25% of the Council will be members from community including business people, service providers may make up to 25% and representation from the aboriginal community and representation which reflects cultural diversity within each community.

The council is meeting all areas of our membership but have room for Community Members so if any of our readers are interested please email me and I can share information about the council and direct you to our membership committee.

Recently, the council had a planning day with Laney Bryenton as our facilitator; some of you might remember Laney when she was the Executive Director of BCACL. The full day session was a wonderful experience and we came up with some great goals as we enter into our new year (beginning April 1, 2017).

Part of our work plan will be getting out into the community and meeting the general public to bring awareness to CLBC and the work that we do in our sector. For families and individuals in service at CISS keep your ears open for any upcoming events, we will share any information that the council does through our newsletter, our website at <u>www.gociss.org</u> and through the Go Getters self advocate bulletin board at both of our sites.

### SPRING 2017

# Seasonal Allergies

#### By Justine



Spring means beautiful flowers and blooming trees, but if you're one of the millions of people who have seasonal allergies, it also means sneezing, congestion, and a runny nose. Seasonal allergies — also known as hay fever and allergic rhinitis — can make life miserable. But before you decide to stay in all season, try these simple strategies to keep seasonal allergies under control.

### Reduce your exposure to allergy triggers

To reduce your exposure to the things that triggers your allergy signs and symptoms (allergens):

- Stay indoors on dry, windy days. The best time to go outside is after a good rain, which helps clear pollen.
- Delegate lawn mowing, weed pulling and other gardening chores that stir up allergens.
- Remove clothes you've worn outside and shower to rinse pollen from your skin and hair.
- Don't hang laundry outside pollen can stick to sheets and towels.
- Wear a pollen mask if you do outside chores.

### Take extra steps when pollen counts are high

Seasonal allergy signs and symptoms can flare up when there's a lot of pollen in the air. These steps can help you reduce your exposure:

- Check your local TV or radio station, your local newspaper, or the Internet for pollen forecasts and current pollen levels.
- If high pollen counts are forecasted, start taking allergy medications before your symptoms start.
- Close doors and windows at night or any other time when pollen counts are high.
- Avoid outdoor activity in the early morning when pollen counts are highest.

### Keep indoor air clean

There's no miracle product that can eliminate all allergens from the air in your home, but these may help:

- Use the air conditioning in your house and car.
- If you have forced air heating or air conditioning in your house, use high-efficiency filters and follow regular maintenance schedules.
- Keep indoor air dry with a dehumidifier.
- Use a portable high-efficiency particulate air (HEPA) filter in your bedroom.
- Clean floors often with a vacuum cleaner that has a HEPA filter.

### Spotlight By Mary Joy

### Dan – Classical Music Appreciation

Dan Cartmel has been interested in classical music for most of his life. Dan says that classical music inspires him. Dan had many record collections by famous composers such as Mozart and Beethoven then he chose to downsize and now has cassettes and CD's. He wanted to share his appreciation and knowledge with others. So he got together with his CISS staff, Poirier library staff and his friend put a program together. The public can join Dan's music appreciation program on Friday's from April 21 to June 23 from 11:30 to 12:30 and share their interests, listen to music and learn about composers. People can exchange thoughts and experience music together, while having their bagged lunch.



### SPRING 2017

#### NEWSLINK

## Community Partners – Leigh Square Drop In Art Studio



By Krystina

In 2001, Port Coquitlam implemented a Cultural Plan and Policy that acknowledged the importance of culture in "the development of a healthy community." Part of this cultural plan included the creation of a hub that could bring together culture, heritage and arts within downtown Port Coquitlam. This hub is fondly known as Leigh Square Community Arts Village, which holds festivals, community events, and art programs.

Every Tuesday, a few artists from CISS use the drop in space at Leigh Square Community Arts Village to refine their skills and explore new ideas. The space is great in that it enables people to have a place to work on their artwork in an environment with which support and feedback is available from other like-minded individuals from the community.



#### Credit:

http://www.portcoquitlam.ca/Recreation and Culture/Leigh Square Community Arts\_Village/ About/History.htm

# Volunteer Spotlight - Brandon

By Istvan



Nearly eight months ago, Brandon joined the IDS1 team at CISS. Recently, he received the opportunity to develop his skills as a volunteer at Coffee House. Brandon's responsibility is to set up the chairs for the people that attend Coffee House, which can be upwards of 150. Brandon shares this responsibility with other peers who also volunteer at Coffee House. Brandon is very enthusiastic about helping the team out with the job and is always excited to be working alongside his peers. After the job is done he can be seen walking around Coffee House with a big smile on his face, proud of his contribution to the program. Additionally this experience has helped him to open up to others, improve his self-confidence and build his team spirit. He has learnt that volunteering is a fun and exciting experience that has a positive impact on his life. So look for Brandon as he continues to build his volunteer experience at Coffee House and in the community.



### Who Am I?

It is your possession and belongs to you. However, you use it very rarely. What is that?

You always make more of them, but leave them behind you. The more you do, the more you leave behind. Tell what is it?

Which moves faster? Heat or Cold? Heat or Cold?

There is a kind of fish that can never swim. What is that?

I start with 'P' and end with 'E', but I have thousands of letters. Who am I?  $_{\rm 20HO\,ISOd\,II}$ 

Four children and their pet dog were walking under a small umbrella. But none of them became wet. How is that possible?

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### Go-Getters Corner By Krystina

The Self-Advocates Committee started 2017 by hitting the ground running. Meetings took place each month, with a practical focus around important topics such as the upcoming provincial election, the CISS Charter of Rights video and future goals of the Self-Advocates committee.

With the upcoming provincial election in May, the "I am Voting: BC Election 2017 Campaign" was reviewed in early March by means of informational booklets, and video series' which were made available via the collaborative efforts of UBC, Inclusion BC, and Self Advocate Net. The consensus of this meeting was that all BC residents should be supported in making informed electoral decisions.

Amid monthly meetings, the video-taping of CISS's new Charter of Rights video took place. This endeavor required actors to memorize their scripts with heartfelt dedication and repetition. The recorded clips will be pieced together and edited to create a video, which will be a cornerstone in the culture of CISS.

With no plans of slowing down, the main goal of the Self-Advocate Committee is to continue to improve the accessibility of information regarding advocacy and inclusion to those that are a part of CISS in the coming years. Welcome Ali By Bijan



Ali started with CISS in late February and is excited to be a part of the CISS team. Ali grew up in Port Coquitlam and knows the community really well. Working in a non-profit has always been a dream for Ali so to find a great community based program like CISS has really got her excited about building a future with the company. Her background in recreation therapy has taught her a lot about how working hard towards your goals can be fun and exciting. When she is not working hard, Ali likes to travel and explore the world near and far; she has many hobbies including hiking, kayaking and knitting. So don't be shy and come stop by and say Hi!



# Welcome Matthew

By Brook

Matt started at CISS in late July of last year and has quickly become a popular member of the IDS-2 team. Matt has many interests and hobbies that he enjoys and shares with others. Matt engages in community and began a social club at "Java with Friends," a weekly get together. Through this, he teaches others how to play card games, and connect individuals through shared interests. Matt also enjoys spending his time listening to music and creating his own tunes! Matt is athletic and has participated in martial arts training at Sun Hang Do, and enjoys hiking and walking outdoors. Welcome to the team Matt!



Over the past four months there was one suggestion made through the suggestion box

Suggestion: When two adults are having a conversation in an open area of this office, where other people can hear and feel uncomfortable, then it should be carried to an office with closed doors. I don't want people to know my business nor do I feel its right to know others business. This to me is a form of bullying.

Thank you for your suggestion and I completely agree. At CISS we do not want anyone to feel bullied or to be a bully. I think that all of us work so hard at whatever role we are in; volunteer, paid staff, person receiving service and that we all deserve to be treated with the upmost of respect.

At CISS we have very strict policies around bullying and I can personally guarantee that we take that policy very seriously and will help support and guide anyone through that process with an absolute guarantee of the complainant (no matter who that person is) will not have any form of retaliation from the accused bully or other parties.

#### Excerpt taken directly from the policy:

CISS is committed to preventing discrimination and harassment of any type (personal, sexual, authoritative, abuse of power, bullying) in the workplace. All employees have the right to expect a safe workplace environment and are expected to treat one another with respect and dignity at all times. At no time should an employee/volunteer/person in service/member of the public be fearful of retaliation if they chose to report an incident of any type of harassment or abuse.

CISS cannot stop Violence in the Workplace if we do not know about it. All employees of CISS have a duty to report any incident of workplace violence whether it is observed, experienced, overheard, suspected or directly witnessed. CISS expects all employees, volunteers or person in service to make a timely complaint to enable the organization to promptly investigate and correct any behaviour that may be in violation of this policy.

Please assure that you address these types of issues at the time, so that you or the person you are supporting who has had a negative experience can have their rights protected right away. As the policy states CISS cannot stop these situations if we do not have it reported to us.

As suggested at the last Labour/Management Meeting everyone will take time to review this policy in the coming month. For families and people who attend our services please contact your Program Manager for a copy of this policy if you do not have the Consumer Handbook, which has several policies within.

The suggestion box is located on every site and is open to anyone who wishes to make a suggestion.

# BRAVOS

**To Reina Rotor Murphy:** Ensuring the start-up of the catering is successful. Thank you for your extra effort and time!

### Health and Safety How to Get the Job You Want By Lee

Yes, it is officially Spring (even though the weather doesn't always act like it), and that means it's time to tweak our driving habits and our vehicles. Here are 10 tips to help you enjoy spring driving in safety.



1. Winter tires should be left on until the ambient temperatures stay above 7 degrees Celsius.

2. We still can get some snowfall, which means the warm spring sun can melt ice and snow near the road. If

you notice wet-looking roads and the temperatures have dropped below freezing, expect ice and slow down.

3. As the weather warms it will bring out motorcyclists and cyclists. Looking out for and respecting these two-wheeled travellers is an important part of safe motoring.

4. Cyclists and bikers need to ride wisely and be visible to motorists and truckers. Cyclists should wear brightly coloured clothing or safety vests, use lights, keep right and ride in a single file.

5. Warmer weather brings more children outside. Slow down and pay very careful attention in residential and school zone areas.

6. This time of year is when we can get the wide fluctuations in

temperatures and freeze-thaw cycles. This combination causes potholes to form. Stay well back of the vehicle in front and stay focused on your driving.



7. Heavy spring rains coupled with melt water can

cause localized flooding. When encountering a flooded road never try to cross the flooded section as the roadway under the water could have been washed out. Instead, turn around and look for an alternate route.

8. Spring wreaks havoc on gravel shoulders. They can be much softer than usual from all the melt water. Use extra care if you're pulling off the road or if you drop a wheel off on to the shoulder.

9. Rural municipalities tend to use a lot of sand mixed with salt to increase traction on snowy roads. Any residual sand will act as tiny ball bearings under your tires causing a noticeable reduction in grip. When exiting off of a major rural road slow down and expect it to be slippery.



**10.** Many animals hibernate through the winter and will now be on the move as they forage for food. Being prepared for this can help prevent animal deaths and damage to your vehicle. Slow down in rural areas or where animal traffic is high.

Driver distraction is a leading cause of traffic crashes. It is important to remember to stay focused on the task of driving and let your passengers enjoy the sights, sounds and smells of spring in safety.

Source: Wheels.ca

# By Mary Joy

Any job seeker should start with the "Discovery Process". This involves getting to know yourself; who you are, what kind of job you want, what skills are required, and how you can improve upon your current skill set.

With the discovery process, you can start by making an employment profile by means of employment preparation. This involves putting together an inventory of your strengths, skills, abilities, desires and goals, which can be later, placed in to your resume.

The employment preparation process involves; making a list of potential workplaces, preparing a resume and cover letter, and preparing an elevator speech. What is an elevator speech, you may ask? Well, an *elevator speech* is a brief introduction about who you are, why you want to work at a certain place and what you want to accomplish.

Now that you have your resume and your elevator speech, you're ready to look for jobs. You should keep a job search log that will help keep track of the businesses you talked to and what their response was. You can contact potential employers by phone, by email or face-to-face which is typically the best method.

Remember to always focus on your strengths rather than your weaknesses and try to convince the employer that you would be an asset for their business. Remember that when vou're writing an e-mail, you must check your spelling and get to the point efficiently.

Be sure to follow up on potential job opportunities. You can do this by asking about the progress of an application, asking about potential placement, and having a conversation with the potential employer regarding positions and what your typical work day would look like.

It is important to communicate with the employers in case an employment opportunity arises. They want to know that hiring you is good for them!



### Consumer Satisfaction Article By Shari

In the past four months (January to April 2017) there have been 17 client surveys completed and returned to CISS.

Question	Yes	No	No Response	
Did you have help to fill out	14	3	1	
this survey?				
Who helped?	Family or	CISS Support	Peer	Home Support
	Caregiver	Staff		Worker
	6	8	0	0

The measuring range for the survey was: <u>Awesome</u> or <u>Okay/Good</u> or <u>Terrible</u> which was demonstrated through face symbols (see our web site <u>http://www.gociss.org</u> for a view of the survey tool).

Question	Awesome	Okay or Good	Terrible	No Response			
The Social Committee plans parties and events that I like.	11	5	0	1			
*** one client chose two answers							
List of suggestions for the Social Committee							
Do some sport activities like Basketball, etc.							
Video game stores to play in big game machines							
I like the programs that I do at my	12	15	0	0			
program.							
I set my own individual goals at my ISP	12	5	0	0			
meeting.							
I get to try new things at my day program if	9	7	1	0			
I want.							
I like the way my staff help me at my day	12	5	0	0			
program							
My Program Manager listens to my complaints	10	7	0	0			

Client Bill of Rights

# Practical Tips to Reduce Stress

### By Bijan

Although stress is quite normal, having extreme stress can interfere with your productivity and performance and impact your physical and emotional health. If stress is intrusive to your day to day activities, interferes with caring for yourself, or makes managing your personal life difficult, it might be time to take action.

There are thousands of research studies that show how stress can negatively impact your life but there are many ways to reduce it. Some strategies include time management, doing meditation, learning to say "NO" in some situations, and being creative. Here are some practical tips to reduce your stress at work place:

- 1. Sharing your stress with someone close to you seems to be the best rated stress-reducer. A highly effective way to blow off steam and take back your sense of calmness is talking it out and getting support and empathy, especially if it's face-to-face.
- 2. Supporting your health with good nutrition and exercise. You are stronger and more resilient to stress with regular exercise and a healthy diet. Physical activities that raise your heart rate are an effective way to increase energy levels. Do not make it complicated, you can stretch, run on the spot, dance, or walk around the office building. Your food choices can also have a huge impact on how you feel during the workday. Minimize your consumption of sugar, caffeine, alcohol, trans-fats, smoking, chemical preservatives or hormones. Instead, try to eat whole foods, eating more fruits and vegetables. Also, getting a healthy dose of omega-3 fatty acids from salmon or seeds such as hemp, chia, and flax seeds.
- 3. Having a full night's sleep. Sleeping well can help you <u>solve problems</u> with a clearer mind. <u>Improving the quality of your sleep</u> is the key factor. Say no to caffeine after six pm. Turn off TV, tablets, and computers or any stimulation one hour before sleeping. A quiet, dark, and cool environment can help to improve your sleeping time. You should also try to go to bed at the same time every night, and try not taking your cell phone in your bed.







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# JAVA WITH FRIENDS

# **COME JOIN THE FUN!**

### THURSDAY 12:15 – 1:30 PM

### PLACE MALLAIRDVILLE

1200 CARTIER ST.

### COQUITLAM

\$3.00 ADMISSION

CONCESSION ALSO AVAILABLE

(COFFEE, POP, CHIPS)

LIVE MUSIC, DOOR PRICES, DANCING, OPPORTUNITIES TO SOCIALIZE

WE NEED YOUR SUPPORT!	Commun		
Please support CISS by donating to our 2017 fundraising campaign.	Admin. C 2175 Mar Port Coqu Ph: 604.4		
Name:	Inlet Ente		
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Enclosed is a cheque or money order (made payable to Community Integration Services Society) for the amount of:			
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Your charitable receipt will be sent to the above address.	*CISS has e your mobile		
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Members of the Newsletter Committee include: Brook, Bijan, Trisha, Celsa, and Krystina.

Layout by Kimberley S.

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### www.gociss.org

\*CISS has enhanced our website; you can now view it on your mobile device.

Printed by Kwik Kopy 8628 Commerce Court Burnaby, BC 604 444 4452



If you would like to submit an article, picture, or creative work e-mail your submission to: kkaban@gociss.org