



WORKFORCE PRIDE

DHR, ASAP, EAP NEWSLETTER

VOLUME 1, ISSUE 6

FEBRUARY 2011

DHR, CPAC, ASAP, EAP
WELL-BEING TEAM

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Col. Raymond Lacey, Garrison Commander

LEADING THROUGH THE STORM

Taking care of Soldiers, civilians and families is leadership's business and there is no more critical time to demonstrate our commitment to those we lead than during a crisis. Leaders also empower community

members to remain the first line of defense because local responders may not be immediately available, or they may be caught up in the crisis themselves. Prepared leadership can reduce fear, anxiety, and losses that accompany severe weather or any other crisis.

Ft Sill leaders are adept at identifying hazards and assessing the likelihood of each. Each event brings with its own challenges. Developing and implementing control measures to minimize and mitigate the consequences has helped strengthen our relationship with those we lead.

We continue to improve communications before, during and after a significant event. Emergency preparedness information is

widely disseminated in newsletters, periodic emails and other internal communications tools. Community members receive situational updates from www.facebook.com/FiresCenterofExcellence, sill-www.army.mil, www.facebook.com/USArmyGarrisonFortSill, sill-www.army.mil/usag, or KSWO and KLAW television and radio stations.

Many leaders have established a telephone calling tree to communicate with Soldiers and employees in the event of an emergency. They have also provided staff with wallet sized cards detailing instructions on how to access the latest information in the event of an emergency situation. An open forum where staff feels free to bring questions and concerns (such as a Facebook page) to leadership helps to further mitigate the impact of severe weather.

Commanders and other leaders also recognize Soldiers and staff with disabilities that may require additional planning. Identifying communications difficulties, physical limitations, equipment instructions and required medications and developing processes to address the additional challenges are incorporated into response plans. Frequent review and rehearsal of the plan before an emergency will improve response and help identify faults with the plan.

Installation leaders are also taking advantage of the services provided by our outstanding Emergency Management office. This office is responsible for coordinating and collaborating with installation personnel, and local, State and Federal mutual aid and response partners before, during and after disaster. They offer community awareness briefings, preparedness information, and critical training. They may be contacted at william.s.gluck@us.army.mil, or james.armstrong9@us.army.mil at 580-442-2533 or 580-442-5158

Soldiers and civilians are Ft Sill's most important and valuable asset. When disaster strikes the led look to leaders to be prepared to take bold and decisive action. Effective leaders plan ahead, acknowledge the crisis, manage the consequences and communicate the way ahead. Being prepared with a solid, well-rehearsed builds trust and demonstrates how much we value our community members.



Workplace Violence: Are You at Risk?

Workplace violence can be any act of physical violence, threats of physical violence, harassment, intimidation, or other threatening, disruptive behavior that occurs at the work site. Two million Americans fall victim to workplace violence every year, and it comes in different forms: verbal abuse, threats, physical assaults and homicide. Workplace violence can affect or involve employees, visitors, contractors, and other non-Federal employees.

A number of different actions in the work environment can trigger or cause workplace violence. It may even be the result of non-work-related

situations such as domestic violence or "road rage." Workplace violence can be inflicted by an abusive employee, a manager, supervisor, co-worker, customer, family member, or even a stranger. Whatever the cause or whomever the perpetrator, workplace violence is not to be accepted or tolerated.

However, there is no sure way to predict human behavior and, while there may be warning signs, there is no specific profile of a potentially dangerous individual. The best prevention comes from identifying any problems early and dealing with them.

NEED ASSISTANCE?

Call your EAP, RaShonda Labrador, at 580-442-4205



8 TIPS TO PROTECT YOUR WORKPLACE

Violence has often occurred at meetings between managers and employees, especially if the employee is unhappy with the meeting. If you schedule a meeting with an employee and you feel that the employee may become violent, you may want to take these steps:

- Don't let the employee know that a meeting is scheduled – take them by surprise so that they don't have time to prepare
 - Have someone else present
 - When employees are being evaluated, make sure that good things are said about them as well
 - Never attack an employee – this includes insults and yelling at them
 - Always remain calm when you talk
 - Make sure that you have a good distance between yourself and the employee
 - Make sure that security can be easily reached
 - Stay close to the door just in case you have to quickly leave
- Each year about one-and-a-half million people are hurt by violence in the workplace. This table, based on information from the National Crime Victimization

What Should Management Do?

Once you think that an employee may become violent, there are many steps that you can take, such as:

- Sit down and talk to the employee. Say things like: How is your job going?? or Is there anything that I can do to help you or to make your job better??
- Ask other employees how they are doing as well. Maybe many people are feeling the same way, you just don't know about it.
- If you are not the person's manager, ask their manager for suggestions.
- Don't try to counsel the employee – this is not your job. Refer the employee to the proper person that can handle this situation. Make sure that you report this person to the proper people. You may not be sure that the person may become violent, but it's better to be safe than sorry.

Need Assistance?
Contact your EAP
R. Labrador
442-6306

Reference: crimeprevention.rutgers.edu



Prevention of Violence in the Workplace



VIOLENCE BY STRANGERS AND OUTSIDERS

Here are ten ideas from the National Institute for Occupational Safety and Health (NIOSH) for preventing violence against workers who have contact with the public:

- Use physical barriers to protect yourself
- Install silent alarm systems, panic buttons
- Use mirrors, raised platforms and make sure that the area where money is exchanged can be seen
- Use bright and effective lighting
- Make sure that you have enough staff members
- Use drop safes so that there is only a limited amount of cash on hand. Make sure that you post signs telling people that you only have a limited cash supply
- Use height markers on exit doors
- Use video surveillance equipment so that activity is always being monitored
- Control or limit access to the facility
- Install locks on doors that lead to staff-only areas



VIOLENCE BY PEOPLE RECEIVING SERVICES



Here are five steps managers can take to prevent violence against service providers:

- Allow workers to carry pagers, mobile phones, etc.
- Train workers so that they know what to do in a violent situation
- Rethink your policy on wearing of uniforms. WHY?
- Meet often with your employees so they can voice concerns about safety issues
- Make sure that workers never work alone



VIOLENCE BY ACQUAINTANCES OR EMPLOYEES

These eight suggestions are only the beginning of a comprehensive violence prevention plans

- Have close contact with employees. Make sure that everyone is feeling a part of the organization.
- Review any act of violence that has occurred in the workplace, even if it is considered minor.
- Have a WRITTEN policy explaining how violence in the workplace will not be tolerated.
- State clearly what workplace violence is and what is and is not acceptable behavior.
- Train all staff about what to do if violence occurs.
- Set up a "Buddy" system so each employee has someone to go to in case they are having problems at work.
- Remain calm when confronting an employee.
- Look for warning signs.



The History of Black History



Dr. Carter G. Woodson

Americans have recognized black history annually since 1926, first as "Negro History Week" and later as "Black History Month." What you might not know is that black history had barely begun to be studied-or even documented-when the tradition originated. Although blacks have been in America at least as far back as colonial times, it was not until the 20th century that they gained a respectable presence in the history books.

Blacks Absent from History Books

We owe the celebration of Black History Month, and more importantly, the study of black history, to Dr. Carter G. Woodson. Born to parents who were former slaves, he spent his childhood working in the Kentucky coal mines and enrolled in high school at age twenty. He graduated within two years and later went on to earn a Ph.D. from Harvard. The scholar was disturbed to find in his studies that history books largely ignored the black American population-and when blacks did figure into the picture, it was generally in ways that reflected the inferior social position they were assigned at the time.

Established Journal of Negro History

Woodson, always one to act on his ambitions, decided to take on the challenge of writing black Americans into the nation's history. He established the Association for the Study of Negro Life and History (now called the Association for the Study of Afro-American Life and History) in 1915, and a year

later founded the widely respected Journal of Negro History. In 1926, he launched Negro History Week as an initiative to bring national attention to the contributions of black people throughout American history.

Woodson chose the second week of February for Negro History Week because it marks the birthdays of two men who greatly influenced the black American population, Frederick Douglass and Abraham Lincoln. However, February has much more than Douglass and Lincoln to show for its significance in black American history. For example:

February 23, 1868: W. E. B. DuBois, important civil rights leader and co-founder of the NAACP, was born.

February 3, 1870: The 15th Amendment was passed, granting blacks the right to vote.

February 25, 1870: The first black U.S. senator, Hiram R. Revels (1822-1901), took his oath of office.

February 12, 1909: The National Association for the Advancement of Colored People (NAACP) was founded by a group of concerned black and white citizens in New York City.

February 1, 1960: In what would become a civil-rights movement milestone, a group of black Greensboro, N.C., college students began a sit-in at a segregated Woolworth's lunch counter.

February 21, 1965: Malcolm X, the militant leader who promoted Black Nationalism, was shot to death by three Black Muslims.

Reference: infoplease.com

Successful Diversity

Recommendations for Diverse Workplace Success

Researchers recommend that organizations concentrate on four areas with their employees.

- Keep your company effective, winning, and on the right track.
- Help people, supplied with needed resources, use their talents and skills to contribute to the overall accomplishment of organization objectives.
- Respect and value people and recognize and act on their contributions.
- Create an environment in which people have interesting work and enjoy their coworkers.



BIT OF HISTORY By Dale Keese

One of the many "Buffalo Soldiers" who built Fort Sill was Private Henry Parker. Parker ran away from his slave master in the Apton Valley of Kentucky at the age of 18. He enlisted in the 101st Regiment United States Colored Infantry. He served three years during the Civil War and saw action in several engagements, mostly in Alabama.

Henry Parker enlisted for 5 years in May 1867 and was assigned to D Company of the 10th U.S. Cavalry. He began his "Buffalo Soldier" years at Leavenworth, KS. The Regiment moved to Fort Riley, KS and Fort Gibson I.T. before arriving in Camp Wichita I.T. in 1869. The Regiment built Fort Sill and remained there until 1875 when they were moved to Fort Concho, Texas. Henry re-enlisted at Fort Sill for another 5 years in 1872.

After fighting three years through the Civil War and ten years fighting the plains Indians, Henry Parker achieved the rank of sergeant. He was a member of the Color Guard when he left service at Fort Concho in 1877.



ASAP CALENDAR OF EVENTS

February 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14 	15	16	17	18	19
20	21 	22	23	24	25	26
27	28					

ASAP COMMUNITY TRAINING

Looking for the light?
Reach out, we can help!!!

Caring, confidential assistance for workplace,
personal and family problems call:

EAP
Employee Assistance Program
(580) 442-4205 / 6306
rashonda.labrador@us.army.mil

FEBRUARY ASAP COMMUNITY TRAINING

Wednesday, 23 Feb 2011
Location: Bldg 2871 Craig Rd
1200-1400, Employee Assistance Program (EAP)
1400-1600, Addiction Intervention

Thursday, 24 Feb 2011
Location: Bldg 2871 Craig Rd
1200-1400, Suicide Awareness
1400-1600, Bullying in the Workplace

Friday, 25 Feb 2011
Location: Bldg 2871 Craig Rd
0900-1100, Workforce Engagement Supervisory Training
1200-1400, Stress and the Workplace
1400-1600, Latest Drug Trends

March 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7 ADAPT (Well-Being Center, ASAP 0800-1600)	8	9 UPL Recertification (Well-Being Center, ASAP 0800-1430)	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Unit Prevention Leader TRAINING (Well-Being Center, ASAP 0800-1600)

ASAP COMMUNITY TRAINING

Increasing Awareness of Risk Factors

Life focus

There are a number of factors that may contribute to suicide. Individual relationship stressors, environmental influences, high risk behavior, medical conditions or a combination of all of these have been found to increase the likelihood of suicide. When leaders and peers begin to identify potential risk factors, tragedy can be averted, but only when action is taken.

To better understand the specific factors involved in suicidal influences, the Department of Defense Suicide Event Report (DoDSER) collects data on suicide. The DoDSER is a surveillance tool used to gather risk and protective factor information on suicides, suicide attempts, self-harm events and suicidal ideations. The overall goal of this report is to leverage lessons learned to better identify individuals at-risk. The DoDSER information includes:

- Demographics: gender, age, ethnicity, marital status, education level, religious preference, children, place of residence, etc.
- Conditions of Life: failed relationship, death of loved one, loss of property or finances, loss of job or position, legal issues, investigations or pending incarceration, access to weapons, adrenaline seeking or risk-taking behaviors, etc.

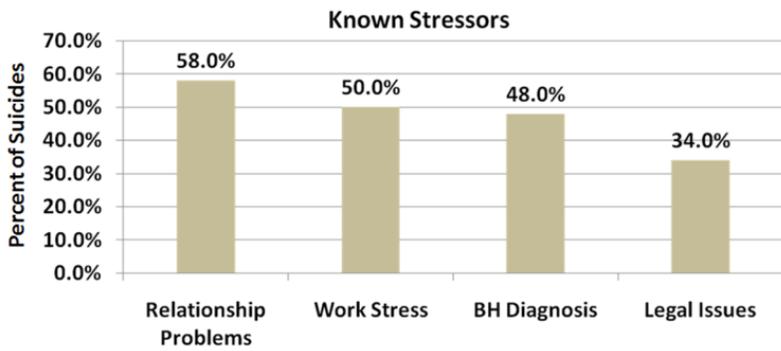
High Risk Behavior: illicit use of drugs (illegal and prescription), substance abuse, criminal activity, gambling, infidelity, excessive spending, reckless driving, etc.

Military Specific Information: duty status, pay grade, duty station, length of time in unit, deployment history, exposure to death or violence, etc.

- Medical Information: behavioral health diagnosis, PTSD, mTBI, physical pain, substance dependence or abuse, loss of limb, prescriptions, family history of suicide, etc.
- Circumstances surrounding the Suicide Event: a note or other communication, method used, use of alcohol or drugs, prior attempts, environment or place of event, etc.

Information gathered from the DoDSER indicates there are several individual Soldier risk factors and stressors associated with suicidal behavior, particularly high risk behaviors and medical conditions.

According to the Center for Health Promotion and Preventive Medicine (CHPPM); 82% of the Active Duty suicide deaths were found to have at least one significant stressor. These stressors include behavioral health diagnosis (48%) and/or a history of legal problems/law enforcement encounters (34%). Of those that had been diagnosed with a behavioral health issue, 26% had been diagnosed with an Adjustment Disorder, 18% had a substance abuse diagnosis, 9.1% had been diagnosed with post-traumatic stress disorder (PTSD) and 5.6% had a history of self-harm behavior.



The most prevalent individual stressor indicated was relationship problems, which were present in 58% of the suicide deaths in 2009. Relationship issues have consistently been a contributing factor fluctuating between 53.2% and 58.4% from 2005 to 2009. While this is identified as the largest stressor it may be a catchall for other risk factors. Relationships can be affected by numerous contributing factors including financial pressures (likely aggravated by deployments or other separations), family pressures (child care, sick or ailing parents), substance abuse, legal issues, etc. Research into the root causes of relationship failures may help to more accurately define specific risk factors associated with suicidal behavior. A clear delineation of risk factors is critical in developing specific training and education targeted to reduce suicidal behavior.

Military or work stress (as defined in the DoDSER) is recognized as the second most prevalent individual risk factor and has contributed to 50% of the suicide deaths from 2005 to 2009. This too may be a catchall for numerous risk factors. Work-related stress may include voluntary or involuntary separation from the Army, dangerous work environment (combat), or the increased OPTEMPO of an Army at war. This stress factor as an indicator for suicide has been steadily increasing over the past five years from 32% in 2005 to 57% in 2009.

A history of legal/law enforcement encounters and disciplinary/administrative actions were present in 34% of the suicide deaths between 2005 and 2009. While some Soldiers had more than one legal problem/law enforcement encounter, the majority of these problems were Article 15 punishment (15%) and civil legal problems (13%), followed by being absent without leave (AWOL) (6%), pending administrative separation proceedings (6%) and pending medical review/separation boards (6%). Court-Martial actions accounted for 2.9% of the legal problems.

Early recognition of any or all of these risk factors represents an opportunity for leaders, law enforcement personnel, medical and other program/service providers to intervene in this high risk behavior and either rehabilitate through treatment or separate as appropriate. With an increasing number of young men and women returning from the battlefield with either mTBI from IED attacks or PTSD from the realities of conflict, leaders must be vigilant of these and other medical issues that are indicative of potential suicide risk factors.

Important Numbers

In case of emergency call 911

- Civilian Employee Problems 442-6306
- DFAS 1-888-DFAS411
- Financial Issues 442-2151
- Military Family Life Consultants 574-7362/7363
- Military OneSource 1-800-342-9647
- Marriage & Relationship 442-2816
- Responsible Sexual Behavior 442-4833
- Spiritual Fitness 442-5003
- Life Skills Stress Management 442-4833/6306/4916
- Suicide Prevention Lifeline 1-800-273-Talk



SUICIDE PREVENTION PROGRAM COORDINATOR (SPPM)

ROBERT DODRILL



ASIST

Applied Suicide Intervention Skills Training (ASIST) training provides valuable tools in which to help intervene when encountering a person at risk of suicide.

If you would like to attend future trainings, please contact the Suicide Prevention Program Manager, Robert Dodrill, at 442-4957/4205 or robert.dodrill@us.army.mil

New Drug Trend: Ivory Wave

What is Ivory Wave?

Ivory Wave is a new legal high drug which reportedly has effects similar to ecstasy or cocaine. This product is advertised as a bath salt and is available in Utah. While Ivory Wave is legal to possess and distribute, abuse of the product has led to at least one confirmed hospitalized overdose in West Jordan, and other reported overdoses in the Salt Lake valley.

What does it look like?

Ivory Wave is a white, tan, or brown powdery substance which is sold in 50mg to 500g packets at local head shops and over the internet. No domestic producers of Ivory Wave have been identified, however there are at least two U.S. entities distributing Ivory Wave via E-bay, one in Missouri and one in Louisiana. The originating source of the Ivory Wave products available in Utah is not known. The price ranges from \$25 - \$50 per 50mg packet. Ivory Wave, also branded as Vanilla Sky, Pure Ivory, Purple Wave, Charge+, Ocean Burst, and Sextacy, contains chemicals similar to MDMA (ecstasy). Preliminary information indicates the three most common active ingredients are: MDPV, CFT, and Mephedrone. These substances originated as research drugs, and were eventually exploited by the legal high community.



What are the effects?

Ivory Wave is usually snorted, but can be smoked or swallowed. Drug forum members report effects similar to the rush of ecstasy but without the euphoria and with a harsh come-down. Most common effects reported include: mental and sexual stimulation, increased energy, rapid heart rate, insomnia, muscle twitching, difficulty breathing, paranoia, and an intense desire to re-dose. The effects are reported to last six to eight hours, but with re-dosing, can cause insomnia for multiple days. Foreign reports indicate that Ivory Wave may have adverse effects on the heart, circulation, and the nervous system, and is potentially addictive. There have been overdoses in Australia and Europe, including two deaths in the UK in the past month. There are no long term studies of the use of Ivory Wave.

Program Provides Safe Disposal of Your Old Prescriptions



Oklahomans finally will be able to get rid of old prescription drugs languishing in the back of medicine cabinets.

Experts introduced a new statewide program Tuesday designed to safely dispose of old drugs before they fall into the wrong hands or are thrown away in an environmentally unsafe manner. The Oklahoma Bureau of Narcotics and Dangerous Drugs Control in coming weeks will be delivering permanent drug disposal boxes to police and sheriff's offices in all 77 counties.

"We have a silent cancer in Oklahoma, and that is prescription drug abuse," agency Director Darrell Weaver said. A total of 539 Oklahomans died of drug overdoses in 2009, latest records show. Of those deaths, 84 percent were from prescription drugs. In many cases, drug users target expired medicines left in the home, or teenagers steal the forgotten drugs to abuse, sell or trade for alcohol or other drugs. "We're not going to sit back and watch people die," Weaver said at a news conference. The metal boxes are a key part of the bureau's eradication program. They look like white postal boxes, are labeled with the state drug agency's emblem and will be bolted to walls or floors in the lobbies of police and sheriff's departments throughout the state. Residents will be able to dispose of old medicines anytime. Agents will clean out the boxes regularly and properly dispose of the drugs so they don't end up in water supplies threatening wildlife and people. The program is believed to be the first permanent, statewide disposal program of its kind in the nation. In Edmond last year, almost 100 pounds of drugs were collected in a one-day disposal effort. And a couple of drug disposal days in 2009 in Cleveland County astounded law enforcement when they netted more than 275 pounds of pills, Undersheriff Rhett Burnett said. One discarded bottle of drugs was prescribed in the 1940s, he said. Officials said about 70,000 prescription pills were turned in statewide last year as part of a drug take-back event. Weatherford Police Chief Byron Cox said people routinely ask what they should do with their unused prescription medicine, and the new program provides an answer. "I think we do have a good program, and I think we can save lives," he said. Narcotic pain medicines such as hydrocodone and oxycodone are among the drugs expected to be dropped off, weighed and logged by state agents. "We believe if we can save just one life in Oklahoma, this program is worth it," Weaver said. Drugs are destroyed by agents in various ways, including grinding them up and mixing them in concrete. Experts say people also can safely throw away medicine by removing pills from bottles and mixing them in coffee grounds, cat litter or a similar substance. The mixture can then be sealed and thrown away.

Read more: <http://beavonk.com/oklahoma-agency-hopes-drug-boxes-will-provide-safe-prescription-drug-disposal/article/3539251#ixzz1E1NIP97h>



GOT TEENS??? NEED TO KNOW MORE ABOUT THE LATEST DRUG TRENDS?

For more information regarding all new drug trends to include Ivory Wave, K2 Spice Blend, and much more, please come out to ASAP Community Training (Latest Drug Trends) on Friday, 25 Feb 2011, from 1400-1600 at Bldg 2871 Craig Rd.



A Dose of Reality

With a blend of seriousness and humor, Linda Dutil, a RN Emergency Dept. Nurse engages audiences in a dynamic and interactive presentation. Her purpose is to empower the audience with intervention skills to make good choices and increase their safety. Linda will be making an appearance at Ft. Sill on 7 April 2011. Please mark your calendars and plan to come out to this special event.

"You all have the power to make good choices!"



EMPLOYEE SPOTLIGHT

Ms. Diane Kreeger, Administrative Specialist, Directorate of Human Resources



What is your favorite phrase? "Live, Laugh, Love"
What is your least favorite word? Can't
What turns you on? Spending quality time w/ family
What turns you off? Dishonest people
What sound or noise do you love? Laughing
What sound or noise do you hate? Nails scratching on a chalkboard
What is your ideal of a perfect vacation? One where all is taken care of and I do not have to do a thing but relax
What profession other than your own would you like to attempt? Hair Dresser
What profession would you not like to do? Mortician
Who do you admire most, and why? My Mom, she is the best!! She has taught me so much, she is the kindest, most caring, & loving person you will ever meet.

WORKPLACE BULLIES? YES THEY ARE REAL!



Unfortunately, workplace bullies are a problem many people face. Unlike school yard bullies who usually resort to physical confrontation, workplace bullies generally use words and actions to intimidate their victims. A workplace bully can be a peer or superior, but no matter your position you should never be uncomfortable at work.

To gain skills in dealing with this type of behavior, come out to ASAP Community Training (Bullying in the Workplace) on Thursday, 24 Feb 11, from 1400-1600 at Bldg 2871 Craig Rd.



Brain teaser



There was a shipwreck at sea and Doug, Steve, and Phil got washed ashore on a small, isolated island. They were exhausted and fell asleep on the beach. Doug woke up and saw a box of bananas had washed ashore. He ate 1/3 of bananas and went back to sleep. Steve woke up and also ate 1/3 of what was left of the bananas, and went back to sleep. Next, Phil woke up and assuming no one had eaten the bananas, ate only 1/3 of what was left. When he was finished, there were only 8 bananas left. Can you guess how many bananas were in the box?

Answer in next month's issue of Workforce Pride.

DID YOU KNOW?



59% of Americans would rather visit the dentist than sit next to someone speaking on a cell phone, according to a survey cited in *Electric Perspectives* magazine.



EAP Mental Health Minute: 10 Steps to a Better You!

- 1. Build Confidence:** Identify your abilities and weaknesses together, accept them build on them and do the best with what you have.
- 2. Eat right, Keep fit:** A balanced diet, exercise and rest can help you to reduce stress and enjoy life.
- 3. Make Time for Family and Friends:** These relationships need to be nurtured; if taken for granted they will not be there to share life's joys and sorrows.
- 4. Give and Accept Support:** Friends and family relationships thrive when they are "put to the test".
- 5. Create a Meaningful Budget:** Financial problems cause stress. Over-spending on our "wants" instead of our "needs" is often the culprit.
- 6. Volunteer:** Being involved in community gives a sense of purpose and satisfaction that paid work cannot.
- 7. Manage Stress:** We all have stressors in our lives but learning how to deal with them when they threaten to overwhelm us will maintain our mental health.
- 8. Find Strength in Numbers:** Sharing a problem with others who have had similar experiences may help you find a solution and will make you feel less isolated.
- 9. Identify and Deal with Moods:** We all need to find safe and constructive ways to express our feelings of anger, sadness, joy and fear.
- 10. Learn to Be at Peace with Yourself:** Get to know who you are, what makes you really happy, and learn to balance what you can and cannot change about yourself.



Resiliency Training Campus: Open Events



.Date: 22FEB11 **Event:** Exercises and Diabetes **TIME:** 1530-1630

Attend this course and receive up to date information on how increased activity can dramatically DECREASE/PREVENT diabetes symptoms. Learn about:

- Different types of Diabetes
- What is a target glucose level and why is it so important.
- The science behind why increased activity improves glucose uptake
- When is it safe to exercise and at what intensity
- Why conscious eating is important to you in maintaining your overall health
- and much more!

Location: Building 2869, Craig road

24FEB11 Get Into Your Kid's Heads 0900-1000

The target audience is parents of children between the ages of 7-19 and this provides ten tactics to encourage meaningful interaction with your child in order to build a trusting relationship and open communication about drugs, alcohol and friends. Includes up to date texting and IM language commonly used by today's kids.

Location: Building 2869, Craig road

24FEB11 My BMI Says I'm What? 1030-1130

This class provides adults education defining how the Body Mass Index is calculated, the categories of the BMI, and how to obtain a healthy BMI

Location: Building 2869, Craig road

24FEB11 Running Shoe Class and Recommendation 1430-1630

Improper or worn-out running shoes have been implicated as possible contributors to the development of overuse injuries among runners. This class will discuss differences in foot type and running shoes, how to select a running shoe, proper fit, and when to consider replacing your shoes.

Location: Building 2869, Craig road

1MAR11 Balance Testing 1430-1630

3MAR11 The Truth About Tobacco 0900-1000

An in dept look at what tobacco really does to our bodies. Using layman's terms and animations, participants will learn exactly why tobacco is so addictive and the harmful effects of second hand smoke

Location: Building 2869, Craig road

3MAR11 Portion Distortion 1030-1130

This class provides information on how to read food nutrition labels in order to detect fats and carbohydrates as well as correct serving size, recommended daily allowances and the importance of being wary of fad diets.

Location: Building 2869, Craig road

3MAR11 Workstation/Ergonomics 1300-1430

Better understanding your work station and how it affects your musculoskeletal system is imperative for improving day to day performance, thus allowing your body to work less so that you can accomplish more. Learn how to best utilize the tools already available to you in everyday to circumstances so that you can perform better and more efficiently while at work and home.

Location: Building 2869, Craig road

10MAR11 Poisonous Plants and Animals of SW Oklahoma 0900-1000

This class is targeted to all ages and provides information and pictures regarding the poisonous plants and animals found in Southwestern Oklahoma. Point of contact information for emergencies through the Oklahoma Poison Control Center and the Oklahoma Department of Wildlife will be given.

10MAR11 Men's Health Concerns 1030-1130

This class is targeted at Teen boys and Men and is designed to provide information regarding recommended screenings, self-breast and testicular exams as well as personal hygiene.

ACS PLAYGROUPS

Monday – Thursday from 0930-1030
Parents and Children Ages Birth to 2 years old

Tuesdays and Wednesday from 0930-1030
Parents and Children Ages 5 and Under

Explorer's Club
Fridays from 0930-1030
Parents and Children Ages 3-5 years old

For more information, contact 580-442-0359/6801



President's Challenge for Physical Fitness

President's Challenge for Physical Fitness has become the premier program of the President's Council on Fitness, Sports, and Nutrition. Since it began in 1960 it helps people of all ages and abilities increase their physical activity and improve their fitness through research-based information, easy-to-use tools, and friendly motivation. On 8 April 2009 President Obama signed Executive Order 13507 creating a White House Health Reform Office including a wellness initiative designed to integrate health, physical fitness programs, nutrition, safety, and fitness facilities for federal civilian employees. Each federal agency was tasked with assessing and expanding their Civilian employee wellness and employee satisfaction initiatives. On 14 January 2010, the Secretary of Defense announced a department-wide initiative to improve employee wellness, satisfaction and engagement.

The Garrison Commander encourages all Civilian employees to go to the President's Challenge for Physical Fitness website and join the IMCOM group by entering Army IMCOM, or ID# 90878, under the group section using their first and last name as their username. Registration for the President's Challenge for Physical Fitness can be found on <http://www.presidentchallenge.org>.



Attention CES Foundation Course Students



Enrollment in the CES Foundation Course has been temporarily suspended due to technical difficulties with system performance. HQDA indicates this suspension will be in effect until at least 15 March 2011 as they work to correct problems.

Have You Heard?



Civilian Human Resource Training Application System (CHRTAS) is an Army-wide automated system used in tracking and development and training of the Army Civilian Corps. Questions about using CHRTAS can be answered by going through the CHRTAS Tutorials and include: Sign in procedures, creating a Student Profile, Applying for Training, Approving Training Applications, and Processing/Cancellation Management. Questions specific to the Civilian Education System (CES) can be found by going to the CES FAQ page. Please click on the CHRTAS link below.

<https://www.atrrs.army.mil/channels/chrtas/>

Workplace Etiquette 101: Coaching and Feedback

How do I coach and give feedback appropriately?

Coaching and feedback are intended to help you do a better job and improve work performance. Here are some tips:

- Give feedback in person and in private
- Never criticize in public
- Be timely
- Be specific
- Focus on work and not personalities
- Offer solutions and suggestions
- Remember to point out the positive
- Be open to feedback and ask questions



Managers Memo: Selecting for Talent

"The implication is not that people cannot change. Everyone can change. Everyone can learn. Everyone can get a little better. The language of skills, knowledge and talents simply helps a manager identify where radical change is possible, and where it is not."

What is talent?

Talent is not simply experience, intelligence or determination. Talents cannot be taught and they are difficult to transfer. There are three types of talents:

- Striving— the WHY of a person
- Thinking— the HOW of a person
- Relating— the WHO of a person

How do managers find great talent?

- Know what talents you are looking for
- Study your best people



FOR MORE INFORMATION REGARDING SELECTING FOR TALENT, COME OUT TO SUPERVISORY WORKFORCE ENGAGEMENT TRAINING ON FRIDAY, 25 FEB 11, AT 0900-1100 (BLDG 2871 CRAIG RD.)

ASAP Facebook: <http://www.facebook.com/pages/Lawton-OK/Fort-Sill-Army-Substance-Abuse-Program/115638415119642>

Need to Save for Retirement? 5 Tips to Catch Up



Worried that your nest egg is undernourished? Here are some smart and sensible ways to get that golden-years savings plan back on track

Haven't saved enough for retirement? You're not alone (see BusinessWeek.com, 7/24/06, "Retirement Guide"). More than two-thirds of U.S. workers say they and their spouses have saved less than \$50,000 toward retirement, according to an annual survey by the Employee Benefit Research Institute. Sure, you'll always find reasons why now might not be the best time to worry about your golden years. Bills, family responsibilities, and busy schedules can make it easy to rationalize falling behind in building your retirement nest egg. But the sooner you start saving more, the better off you're likely to be, thanks to the power of compounding.

No matter how far you are from retirement, it's probably a good time to take a quick reality-check. A financial adviser or one of the many investment Web sites can help you determine where you stand on your road to retirement. "Find out, once and for all, what you have now, what you'll need then, and what steps must be taken now to make it happen then," says Philip Watson, a financial planner in Franklin, Tenn.

This *Five for the Money* looks at smart strategies for catching up on your retirement savings. One hint you will not find here: striking it rich thanks to your unparalleled stock-picking genius. It may not sound sexy, but careful planning and a broadly diversified investment portfolio can help you make up for lost time.

1. Boost your savings to the max

For once, the taxman is willing to give you a big break. You'd be foolish not to take advantage of that, right? Retirement savings accounts such as 401(k)s and IRAs allow workers to sock their hard-earned money away on a tax-deferred basis. In a 401(k), employers will typically match your contribution, too. Make sure to contribute as much as you can to these accounts—at least up to the company match in your 401(k).

2. Get your assets into alignment

A well-diversified portfolio can increase the chances your assets will participate in market booms and help insulate your savings against the inevitable busts. Check your asset allocation and make sure it's right for you.

3. Cut costs on investments, too

Just as proper diet and exercise are good for your health, reducing expenses is one obvious way to save more for retirement. People looking for bargains can find them in all sorts of places—even within their own investment portfolios.

4. Embrace automation

Now that you've got your retirement plan back on the right track, make it last. Your employer probably already makes 401(k) deductions automatically. You can also sign up with your financial institution to have money transferred electronically each month from your checking account into an IRA or taxable account.

5. Rethink your mortgage

Your house could help you save a little extra for retirement, too. If you have substantial home equity, you might want to look into refinancing your house and investing the difference in stocks and bonds, recommends Ed Fulbright, a Durham (N.C.) financial planner.

Reference: Business Week



Where is Your Money Going?

We all have financial habits that are very costly. According to experts, the following table indicates just how much the average habit adds up.

Habit	Yearly Cost
Daily Cup of Coffee	\$547/yr
2 Packs of Cigarettes/Day	\$2555 - \$3285/yr
1 Hardback & 3 Paperback Books/Mo.	\$690/yr
Lunch Take-out 5 days/wk @ \$5-\$10/day	\$1300 - \$2600/yr
3 Drinks at a Bar/Wk.	\$936 - \$1092/yr
3 Six-packs of Beer/Wk.	\$624 - \$936/yr

EAP FUNNY CORNER



"Honey, I'm making a deposit into our retirement savings."

EAP INSPIRATION STATION

Allow Your Own Inner Light to Guide You



There comes a time when you must stand alone.

You must feel confident enough within yourself to follow your own dreams.

You must be willing to make sacrifices.

You must be capable of changing and rearranging your priorities so that your final goal can be achieved.

Sometimes, familiarity and comfort need to be challenged.

There are times when you must take a few extra chances and create your own realities.

Be strong enough to at least try to make your life better.

Be confident enough that you won't settle for a compromise just to get by.

Appreciate yourself by allowing yourself the opportunities to grow, develop, and find your true sense of purpose in this life.

Don't stand in someone else's shadow when it's your sunlight that should lead the way.



"If we are to achieve a richer culture, rich in contrasting values, we must recognize the whole gamut of human potentialities, and so weave a less arbitrary social fabric, one in which each diverse human gift will find a fitting place."
Margaret Mead

Treasure Hunt By Dave Rauls

All throughout our lives we are formally and informally guided in developing our belief system. Some believe in Christianity, Hinduism or Islam as the big three. Even those who choose to believe in the mind of reason alone still believe in something. As the vacuum of life pulls us all around it is actually the negative experiences we have in life that really defines our responses and what we believe. I find it odd that in all of these systems we are not guided to believe, I mean really believe in ourselves. We all know the person who just has that awe about them whenever they are around. The only difference between us is that a person really believes & understands themselves. You can't put the cart before the horse in order to have that belief in self you must have understanding yourself first. Luckily should you choose to begin to explore the treasure hidden within yourself Fort Sill has a great deal of avenues to find clues. The crumb trail leads right by the ASAP, Nye Library, the Resiliency Center, ACS, the Installation Chaplains and it even runs right by my door in Knox Hall, BLD 700, RM 116. Feel free to stop by on the hunt for yourself!!!!



Team Sill on Target: Blasts of Fun and Enrichment

This quarter's Team Sill on Target, Civilian Staff Ride, was a true blast. There were 21 civilian participants ranging from federal workers, family members, and dependents of soldiers. All attendees rated this event as an excellent experience, and many stated that they would recommend this tour to their peers and family. If you would like to reserve your spot on the next Team Sill on Target, please contact ASAP at 580-442-4205.



**Get on the road...
to solving your problems!!!**

**Caring, confidential assistance for personal
and family problems call:**

EAP
Employee Assistance Program
(580) 442 - 4205 / 6306

rashonda.labrador@us.army.mil



YOUR EAP IS READY TO SERVE

Well-Being Center, ASAP

3415 Miner Road
Ft. Sill, OK 73503

Phone: 580-442-4205
Fax: 580-442-5704

E-mail: rashonda.labrador@us.army.mil
Facebook: <http://www.facebook.com/pages/Lawton-OK/Fort-Sill-Army-Substance-Abuse-Program/115638415119642>

RaShonda M. Labrador, MS, EAPC

EAP Services to Employees and Supervisors:

- Assessment, problem identification, and short-term counseling/intervention.
- Referral for treatment and rehabilitation to appropriate community counseling/treatment resources.
- Follow-up services to aid an employee in achieving an effective readjustment to his or her job after treatment.
- Training and education for supervisors and employees about alcohol and drugs.

EAP Services to the Installation Organization:

- Training and consultation for supervisors and managers on how and when to make proper use of EAP services for improving employee performance and conduct.
- Consultation to management about trends in employee needs, work groups, and related concerns dealing with work/life/wellness support programs.

Sneak Peek: What to Expect Next Month



**SPRING CLEAN
YOUR LIFE**

The countdown to spring has begun and next month we will be gearing up for what this season brings to our lives....opportunities! Spring is a time for growth, evaluation, and organization. Look forward to the March edition of Workforce Pride to learn 5 ways to spring clean your emotional, physical, financial, and spiritual life.



**MARCH ASAP COMMUNITY
TRAINING**

Next month's community training will provide the opportunity to take you from ordinary to extraordinary. Don't miss out on the outstanding trainings that March will bring. I look forward to seeing everyone at the upcoming trainings. ASAP Community Training is an open event and the public is welcome to attend. Please invite your family, friends, and co-workers. An experience is always more memorable

when you share it with a loved one!!

ANY SUGGESTIONS?

If you have any suggestions for upcoming training topics or newsletter articles, please feel free to contact me at 580-442-4205 or rashonda.labrador@us.army.mil.

I look forward to hearing from you!!

