

# CTHC Employee Newsletter

August 2011

## 2011 CTHC Holidays

|               |              |
|---------------|--------------|
| Labor Day     | Sept. 5      |
| Thanksgiving  | Nov. 24 & 25 |
| Christmas Eve | Dec. 23      |
| Christmas Day | Dec. 26      |



## NEW EMPLOYEES

PLEASE WELCOME THIS RECENTLY HIRED  
CTHC EMPLOYEE

JENNIFER TINTSMAN - HOUSING

## Wellness Board News

### Fiber — Why Does It Matter, and What Is It Anyway?

You've probably heard that it's good to eat plenty of fiber. But what is fiber, and why is it important for your heart?

Fiber comes from plants. Since your body can't really digest fiber or absorb it into your bloodstream, it's not nourished by it. That means, technically speaking, fiber isn't a "nutrient." But it's vital for good health.

First, fiber can help reduce your risk of heart disease. Second, it's also good for the digestive tract and overall health. And, as a bonus, eating lots of fiber helps you feel full on fewer calories, which makes it ideal if you're trying to lose weight.

There are two main types of fiber - soluble (also called "viscous") and insoluble. While both have health benefits, only soluble fiber reduces the risk of heart disease.

The difference between the types is how they go through the digestive track. Soluble fiber mixes with liquid and binds to fatty substances to help remove them from the body. Soluble fiber thus helps to lower cholesterol levels - thereby reducing the risk of heart disease. Good sources of soluble fiber are whole oats, barley, fruits, vegetables, and legumes (which include beans, peas, and lentils).

Insoluble fiber goes through the digestive tract largely undissolved. Also called "roughage," insoluble fiber helps the colon function properly. Good sources of insoluble fiber are whole-grain foods (such as wheat and corn bran), fruits (such as apples and pears with the skins), vegetables (such as green beans, cauliflower, and potatoes with the skins), and legumes.

As you can see, many foods have both soluble and insoluble fiber. As a rule, fruits have more soluble fiber and vegetables more insoluble fiber. You should try to eat 25 to 30 grams of total fiber each day. That should include at least 5 - 10 grams daily of soluble fiber.

Here's a more complete list of good sources of soluble fiber:

- **Whole grain cereals and seeds** - barley; oatmeal; oat bran; and psyllium seeds (ground)
- **Fruits** - apples (with the skin); bananas; blackberries; citrus (such as oranges and grapefruits); nectarines; peaches; pears; plums; and prunes
- **Legumes** - black, kidney, lima, navy, northern, and pinto beans; yellow, green, and orange lentils; chickpeas and black-eyed peas
- **Vegetables** - broccoli; Brussels sprouts; and carrots

## CURRENT & UPCOMING CONSTRUCTION PROJECTS

- ◆ Tembell landscaping improvements (Fall)
- ◆ Tembell - exterior lighting
- ◆ Tembell - waste receptacle enclosures and sidewalks
- ◆ BHA Public Housing - install exterior lighting
- ◆ FGH - renovate common areas
- ◆ JM/CV - remove sagging overhangs and re-side
- ◆ RT - replace siding, soffit, patio doors, windows and stairs
- ◆ AB - replace HVAC and water heaters
- ◆ Kyle - create game / TV area in dining room
- ◆ RT - erosion correction / control
- ◆ BHA - siding, fascia and trim replacement
- ◆ AL/Ratliff - vanities / shower system replacement

## 15 Commandments of Keeping Your Job

1. Be on time.
2. Call if you know you will be tardy or absent.
3. Try your best; always finish an assignment.
4. Anticipate problems and needs of management.
5. Show a positive attitude.
6. Avoid backstabbing, office gossip and spreading rumors.
7. Follow the rules.
8. Look for opportunities to serve customers and help coworkers.
9. Avoid the impulse to criticize your boss or the company.
10. Volunteer for training and new assignments.
11. Avoid the temptation to criticize your company, coworkers or customers on the Internet.
12. Be a good team member.
13. Try to avoid ever saying "that's not my job."
14. Show pride in yourself.
15. Distinguish yourself.

## POLICY REMINDER

### OVERTIME

All employees shall be required to work overtime when necessary as determined by supervisors or the Executive Director. Employees are expected to respond to reasonable requests to work overtime and may be subject to disciplinary action for failing to stay or report for overtime.

For hourly employees, overtime is based on hours **worked** in excess of 40 hours per workweek and is paid at 1 1/2 times the hourly rate. The Department Director must approve all overtime in advance. All employees must be paid in accordance with the Fair Labor Standards Act.

Note: If employee is absent or there is a holiday, hours over 40 will be paid at the regular hourly rate.

*Never give up on a dream just because of the length of time it will take to accomplish it.  
The time will pass anyway.*



## EMPLOYEE SPOTLIGHT

**Eddie Holcomb**  
BHA Maintenance

Eddie Holcomb, a Belton native, has been here most of his life. He lived in Cleveland, Ohio, for five years, but the cold weather sent him back to Central Texas. Having played football for and graduated from Belton High School, he is a big Belton Tiger fan and doesn't miss a game. (He's also a big Dallas Cowboys fan!) Eddie started working at Belton Housing Authority in January 2007 after working for UMHB in the maintenance department for 14 years. Eddie has been married to Bridgette for 28 years, and they have two children - Edrick, who is 28, and Brystal, 19 and a student at Austin Community College. Since Eddie grew up on a farm in the country, he raised cattle for 17 years, but sold out about two years ago. Needing a new hobby, Eddie started doing some woodworking and building things, such as birdhouses.