

CTHC Employee Newsletter

June 2010

2010 CTHC Holidays

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| Independence Day | July 5 |
| Labor Day | Sept. 6 |
| Thanksgiving | Nov. 25 & 26 |
| Christmas Eve & Christmas Day | Dec. 23 & 24 |
| New Year's Day 2011 | Dec. 31 |

Wellness Board News

A Wellness Lifestyle

Stress is a part of life, but the healthier you are, the better able you are to manage stress when it happens. The following are some components of a wellness lifestyle:

Attitude - Attitude is everything. The way you think about things can make all the difference in how you react to events.

Relaxing Your Mind and Body - There are a number of relaxation techniques that can help you manage stress and also improve your concentration, productivity and overall well-being.

Sleep - Consistent sleep is critical for a healthy life. Although we all need varying amounts of sleep, if we do not get enough, everything from our immune system to our ability to learn and remember information will be negatively affected.

Do all the good you can, by all the means you can, in all the ways you can, in all the places you can, at all the times you can, to all the people you can, as long as ever you can.

Hotline Number On Your Texas Driver's License

A toll-free number was established in 1989 to help motorists whose vehicles are disabled on state and federal roads in Texas. The number, **1-800-525-5555**, is printed on the back of all Texas driver licenses and ID cards for use in reporting the need for non-emergency assistance. *If you are stranded with car problems, you can call this number to request assistance.* Hotline operators will refer callers who need a tow to the appropriate local law enforcement agency, provide the caller with a number for a courtesy patrol if available in the area, or send assistance to check on the caller's safety and welfare until other help arrives. To assist the operator, have the following information available: name, cell phone number, vehicle description, highway location (mile marker if possible), and county or city location. **If a tow truck or other non-towing service is dispatched, the motorist is ultimately responsible for any costs incurred.** Despite what some e-mails say, motorists who call the toll-free number are not provided a free yearly tow or a free voucher for fuel. For more information about this subject, go to the Texas Department of Public Safety website and click on Stranded Motorist Hotline.



EMPLOYEE SPOTLIGHT

Mary McGlory

Social Services Coordinator

In April, Mary McGlory was recognized as a Women's Day 2010 Honoree by the Wayman Chapel A.M.E. Church, where she has been a member since 1991. This celebration remembered and recognized women of the past, present and future. Mary grew up in Bellville, TX, the youngest of eight children. She started attending church at Allen Chapel A.M.E. Church as far back as she can remember, where an eye from her mother sitting on the Stewardess bench meant trouble if she didn't straighten up. Mary obtained a Bachelors of Science degree in Sociology/Geography from Sam Houston State University in Huntsville. She entered her career in social services at the Fort Worth Berry Street YMCA. After moving to Temple in the late 80's, Mary started working for the Temple Housing Authority in March 1993. Mary is married to Clyde McGlory and is the mother of Jeffrey Wilson and Marian Reed. She would also be happy to tell you about her five beautiful grandchildren.

NEW EMPLOYEES

PLEASE WELCOME THESE RECENTLY HIRED CTHC EMPLOYEES:

CASKA HEWINS - KALEIDOSCOPE
KATHRYN DAVIS - KALEIDOSCOPE (SUMMER)
ZACH KLINE - KALEIDOSCOPE (SUMMER)
LAURIE MOORE - MAINTENANCE
RICHARD SPROULL - MAINTENANCE
RUTH ANN PENA - HOUSING
ANGELA BROWN - RAINTREE POOL MONITOR

CURRENT & UPCOMING CONSTRUCTION PROJECTS

- ◆ FGH patio / landscaping improvements
- ◆ Tembell landscaping improvements / exterior lighting
- ◆ Golden Haven patio area
- ◆ FGH - solar generation system / chiller replacement / central HVAC
- ◆ FGH - energy & water conservation upgrades
- ◆ Adams Bend / Raintree - HVAC replacement (1/3 of units)
- ◆ Tembell 4-plex
- ◆ BHA - Weatherization for Rural Development / AMP 2
- ◆ Autumn Leaves / Ratliff electrical distribution system replacement
- ◆ BHA Rural Development handicap unit conversion
- ◆ Adams Bend irrigation system
- ◆ JMH building power washing

POLICY REMINDER

TELEPHONE USAGE

Housing Authority Owned Equipment

Personal calls are to be limited. Long distance calls are to be made only to conduct Housing Authority business.

Employee Owned Equipment

Employees with access to Housing Authority telephones, administrative and Kaleidoscope employees, must turn off and store personal cell phones while on duty. All other employees must keep personal cell phone usage to a minimum while on duty.

Operation of Equipment While Driving THA Vehicles

While driving Housing Authority vehicles, employees shall use hands free cell phone devices regardless of ownership of the cellular device. Employees who are charged with traffic violations resulting from the use of cell phones while driving Housing Authority vehicles will be solely responsible for all liability that results from such actions.

Discipline

Appropriate disciplinary action, up to and including termination, will be taken against any employee who violates this policy. It is the responsibility of each employee to be aware of the details of this policy.