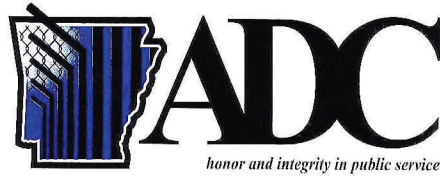


December 2010  
Employee Newsletter



# Advocate

Arkansas Department of Correction

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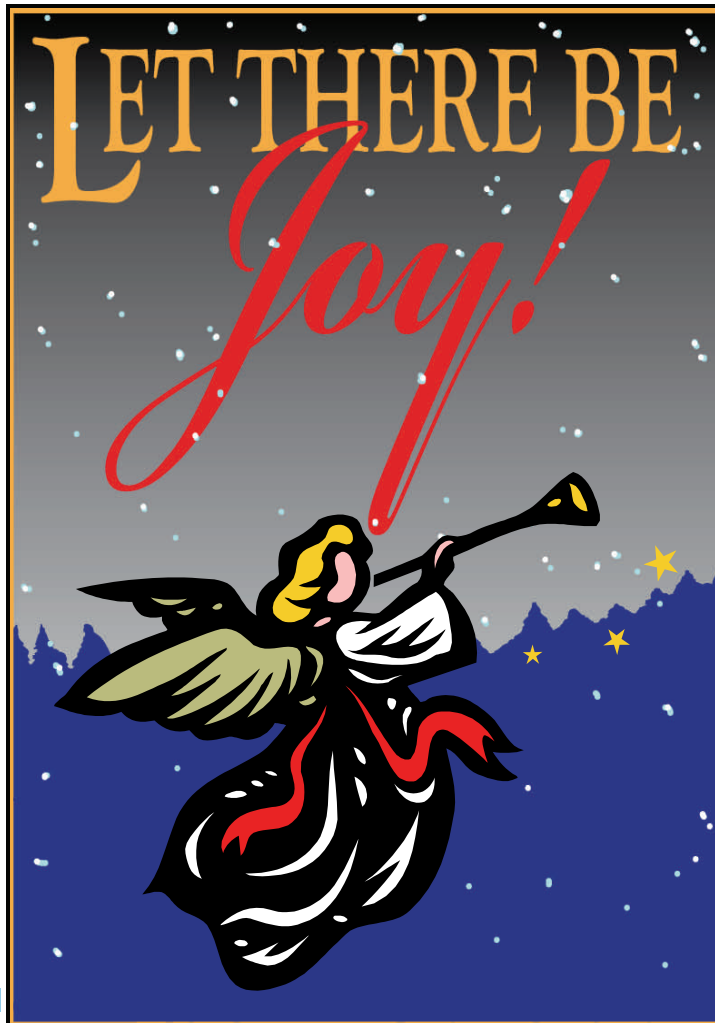


## COLA Benefits Approved for State Employees

After a careful review of the state revenues for the first five months of fiscal year 2011, Governor Mike Beebe has ended the freeze on cost-of-living adjustments for state employees effective on pay periods beginning December 26, 2010.

Going into the budget year, state wages were frozen as a precautionary measure to see how the economy might recover, and the case of the salaries would be revisited. The strength in the early numbers indicated the budget ahead of earlier forecasts, allowing the wage freeze to end.

On pay period beginning December 26, employees will see:



1. A 2% COLA (cost of living adjustment) effective for all current employees excluding extra help - added to base pay on the January 14 pay-checks.

2. Career Service Recognition Payments, including eligible employees who have a career service date between July 1, 2010 and December 25.

3. Merit Incentive Pay, awarded to eligible employees based upon performance evaluation and disciplinary records- details to be worked out, but no ADC employee will be penalized for failure to complete their required training.

Human resources will be sending out further information as specifics are available.

## Director's Corner



**Ray Hobbs**  
ADC Director

Sometimes one of the rarest things on this planet seems to be something known as common sense. According to the dictionary, common sense is “sound practical judgment that is independent of specialized knowledge, training or the like; normal native intelligence.” Put more simply, common sense is what tells us to come in out of the rain, not to stick lima beans up our nose and never to stand on the roof of a speeding car.

Someone with common sense wouldn't keep try to pet a wild grizzly bear or to stop a spinning saw blade with their hand. You don't see people with common sense surfing in

a hurricane or wrestling alligators. They don't quit a good job without having another one and they don't think that the monthly bills will just go away on their own.

I don't know whether it's true, but I remember an old story about a lack of common sense at NASA. It seems that during the height of the space race in the 1960s, NASA decided space capsules needed to be equipped with ball point pens that could write upside down and without gravity. After much research and design, the Astronaut Pen was developed at a cost of \$1 million, which was a whole lot of money 40 years ago. The pen actually worked great and even enjoyed some success as a novelty item here on earth. The Soviet Union, when faced with the same problem, provided its cosmonauts with pencils.

Why spend a million bucks when a ten cent pencil will work just as well? That's what common sense is about. It's simply using your thinking power to good use, and there is plenty of room for it around here. Common sense is needed at every turn. If you see a door that's supposed to be locked, but isn't; lock it. If an inmate is acting suspiciously,

find out what is going on. If you see an inmate somewhere they're not supposed to be, question them. Don't wait until they assault someone or run off to mention that they had been out of place.

If someone you supervise suddenly changes their work habits, their demeanor or their attitude, take the time to find out what's wrong. If you see an inappropriate relationship, sexual harassment or sexual abuse, report it immediately. If you see anyone with contraband, take the appropriate steps. Policies and laws are there for a reason, and we need to know if they aren't being followed.

We all know that breaking the rules can lead to big trouble in this business. People can get hurt; employees can lose their jobs; and some can even face criminal prosecution. But it doesn't have to be that way. We just have to use a little common sense and do things as they ought to be done.

I do want to take this opportunity to wish each of you a very happy holiday season. Be merry, be safe and I hope you are able to share this special time of year with your family and friends. I look forward to 2011 because of your outstanding efforts.

### Department Briefs



When it comes to searching for illegal narcotics, you better run with the top dogs or stay on the porch! This year's top dogs in the **2010 Narcotic K9 Competition** just happened to go

to two hardworking pooches from the ADC! 1st place went to Sgt. Mize and K9 Jack from the ADC, 2nd place was Officer Osbourn and K9 Miranda from the Fairfield Bay Police Dept., and 3rd place to Sgt. Reap and K9 Lexie from the ADC!

**Reminder:** All food donations for Santa Central must be turned in to Central Office by December 10-so grab those extra canned goods and drop by! We were successful in providing meals and toys to 28 families and 96 children last year- so let's set the goal higher this year and make even more smiles!



Monica Fines (L) delivered another batch of much needed supplies to the Gosnell Elementary School, donated by the Mississippi County Work Release Center! Assistant Principal Tiffany Kennemore was happy to receive the generous gift from ADC!



### 2010 BCOT Class-M Graduates

Class 2010-M, Graduated 11/12/2010



Presenting the BCOT graduates-Class M; Cody Blasengame, Nathan Burch, Steven Carpenter, James Dean, Nicholas Ferrell, Kenneth Hamby, Amber Holmes, Jon Jackson, Stephanie Jackson, Aaron James, Byron Johnson, Vanquilla Johnson, Johnetta Lewis, Teamika Long, Josh Maxwell, Johnathan McEntire, William Nevin, Shanika Nickelberry, Wesley Orren, Codie Pendergrass, Jasmine Perry, Seandria Richardson, Ashlee Shabazz, Steven Slaughter, Latoya Smith, Timothy Snodgrass, Shawn Spakes, Sophia Spann and Anthony Walker, Jr.

### ACCA Recognizes Chaplain

Chaplain Norma Gillom has gotten to be quite a familiar face with the ADC. Serving as Chaplain for the Ouachita River Correctional Unit since 2005, she has seen the unit grow from 500-plus inmates to nearly 1,300. Her duties within the unit include serving the spiritual needs of inmates and staff, as well as management and training.

In July, the American Correctional Chaplains Association announced the certification of Chaplain Gillom as Basic Correctional Chaplain at its annual Congress held in Chicago.

She was also appointed to the Constitution and By-laws Committee of the ACCA. The ADC congratulates Chaplain Gillom!



### More Department Briefs



Those folks at the Pine Bluff Unit really love to party! And when Rosemary Barbarotto let everyone know of her pending retirement, they couldn't wait to throw her a surprise party to send her off in style!

Miss Rosemary began working for the ADC on June 11,1999, as a Food Production Manager at the Tucker Unit until her transfer to the Pine Bluff Unit in 2006. She would later transfer to the Records Office at the Pine Bluff Unit as an Administrative Assistant.

Enjoy your retirement, Miss Rosemary!



Bad Reindeer Games

## Situation Response Training; Lessons Learned Where Survival Matters Most



Graphic training videos provide SRT students real-life scenarios that might one day save their lives on the job.

Cadets in Basic Correctional Officer Training (BCOT) have a lot to learn before entering service at any of the ADC units. For seven weeks, cadets receive training in the use of weapons, physical fitness and departmental policy. But on week five, the training becomes more serious as the new officers learn how to react in extreme situations with armed suspects and inmates.

Known as **Situation Response Training (SRT)**, it is a combination of weapons and self-defense techniques that will aid officers in the capture and disarming of a suspect and protect them as well. The training is demanding and



**Lt. Angela Bookhard demonstrates the importance of self-defense and safety.**

pushes trainees beyond their normal limits to build strength.

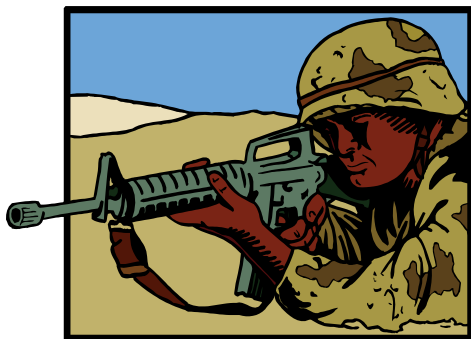
“You need to be both mentally and physically strong when facing these situations,” admits Lieutenant Angela Bookhard, one of the Training Academy Instructors. “I want these people ready to take on any situation. I don’t want to hear of officers injured or unable to handle themselves.”

When the cadets are called to Lt. Bookhard’s “sandbox”, they can expect physical exercises designed to toughen the body and discipline the mind. The ages of this particular class ranged from the early 20s to 55.

By recognizing the dangers of a penitentiary environment, trainees can better understand the special needs and skills that may make the difference between life or death.



## ADC Industry Grills Employees While Troops Receive Appreciation



Being grilled isn’t as bad as you might think. Especially if it means you were one of three winners of a barbecue grill from **Arkansas Correctional Industries!**

ADC employees recently participated in an agency-wide raffle to raise money in support of our troops while grabbing a chance for one of three smoking’ hot BBQ grills!

The winners were Mary Cobbs, who purchased her ticket from the

picked up his ticket from the Mississippi Work Release Center and Mary Ellen Pepper who bought her ticket at the Wrightsville Unit.

The ADC fundraiser was part of a National Correctional Industries effort to raise money for OperationIntrepid.org to show appreciation for our soldiers and their mission.

Through the combined efforts of ACI, the Central Office, Admin East and the various units, a total of \$1,254.00 was collected! Congratulations to the winners of the grills as well as all who sold tickets and participated in this worthy cause. Way to go, folks!

As an added gesture, the winning names were drawn by Lillian Thompson and Wanda Reeves of ACI. Lillian has two sons, Cpl. Joseph Moring and Cpl. Jason Thompson, who are serving in Afghanistan.

Wanda Reeves’ son-in-law, Sgt. Eric Lee Holcomb, is also serving in Afghanistan, which made this fundraiser much more personal.

During this holiday season, remember to take time and honor the men and women in uniform who are away from their friends and families while serving our country.



**Lillian Thompson (left) and Wanda Reeves with one of three prize grills.**

## ADC Recipe Corner; Special Holiday Treats, Drinks, and Goodies!

### Lemon Ice Box Pie

Shelia Sharp/ADC  
Deputy Director

- 1 Can Eagle Brand Milk
- 1 Graham Cracker Crust
- 1 Medium Carton/Cool Whip 3/4 cup Lemon Juice

In large bowl, mix together Eagle Brand milk and lemon juice. Gently fold in Cool Whip and pour into graham cracker crust. Refrigerate until firm.



### Hazelnut Mocha Mix

Muriel Mayfield  
Central Office

- 1 9oz pkg non-fat dry Milk
- 1/4 cup instant Coffee
- 1 16oz pkg Confectioners Sugar
- 1/2 cup Cocoa
- 2 8oz jars Hazelnut Flavor Powdered Creamer
- 1 11oz jar Non-Dairy Powdered Creamer
- 1 15oz pkg Powdered Chocolate Milk Mix

Mix all ingredients together to make mocha mix. Add 3 tablespoons mix to 6 oz hot water and stir well.



### Spiced Tea

Muriel Mayfield  
Central Office

- 1 lb Container TANG 1 cup Powdered Lemonade
- 1 cup Instant tea 2 1/2 cups Granulated Sugar
- 1/2 tspn Ground Cloves 1 cup Red Hots Candy
- 1 tspn Cinnamon 1 pkg Jello Apricot Gelatin

Mix ingredients together and store in an air tight container. Add 2 tspns mix to 6oz boiling water. Stir until Red Hots are completely dissolved.



### Buttermilk Pie

Susan Brewer  
Central Office

- 1/2 cup Flour 3 3/4 cups Sugar
- 1 tspn Salt 6 Eggs, Well Beaten
- 1 cup Melted Butter 1 Cup Buttermilk
- 1 tspn Vanilla 2 Unbaked Pie Shells

Mix flour, sugar, and salt together well and set aside. Mix eggs, butter, buttermilk, and vanilla until blended. Slowly add dry ingredients and stir until completely mixed. Pour mixture into 2 pie shells and bake @ 350 degrees for 1 hour. Test by shaking-middle of pie shouldn't jiggle very much. Variations: add chocolate chips or crushed, drained pineapple across bottom of pie shells then cover with mixture.





## Health Matters

### Giving in to Temptation; Helpful Tips to Prevent Holiday Overeating



Holiday gatherings bring together families, friends and co-workers for fun, fellowship, and of course, lots of **FOOD!** With all of the delicious temptations available, it's difficult to resist the urge to snack, nibble and eat even when we're really not hungry.

Human nature has conditioned us to eat certain foods at key times to deal with stress and anxiety. We gather to enjoy feasts for many occasions; births, weddings, funerals, and traditional celebrations such as Thanksgiving and Christmas.

According to nutritionists, a typical person will gain between five and eight pounds between Thanksgiving and New Year's Day. And while your results may not be typical, it is difficult for many to avoid the extra offerings of goodies during the holidays.

But take heart— you can enjoy your favorite comfort foods without feeling guilty afterwards. By following a few easy steps, anyone can enjoy sampling and savoring the many delicious dishes and desserts without stressing about their diets or waistlines!

*( The Advocate supports holidays of all sorts and hopes everyone to has a happy one!)*

#### HUNGER SCALE

**0-Empty.** Infants begin to cry and adults feel hunger pangs.

**5-Satisfied.** Comfortable; neither hungry or full. Good time to stop eating at this point.

**7-Full.** Slight pressure inside ; too much food. This is where the “fattening feeling” takes over.

**10-Stuffed.** Can't eat another bite; physical discomfort from too much food. Very fattening.

If you already watch your diet and have an exercise routine, chances are likely you won't stray too far from your routine. The trick is convincing yourself that it's ok to indulge without being afraid of getting fat.

Comfort foods may make us feel good-but they aren't designed to make us feel fed. Relatively low in fiber, it takes more of these goodies to make us feel full than the foods we regularly eat, so we tend to binge.



High-gluten pastries and desserts do tend to fill us up, but after an already large meal, they can make us feel

miserable. When preparing for the big meal, remember to follow a few easy steps to avoid discomfort;

**Don't Starve Yourself.** It doesn't make extra room for extra food. Try staying on a regular eating schedule to avoid the urge to “stuff yourself.”

**Avoid Heavy Traffic.** Appetizers such as meats and cheeses tend to make you feel full long before the big meal. Instead, go for the fresh veggies and some dip-but go easy on the snacks before mealtime.

**Play The Field.** With so many choices and only so much tummy space, be wise and go for small portions of your favorites. You will get to enjoy what you like without going over your hunger scale.

**Call Time Out.** Take your time and eat slowly-give your body time to digest food properly. Then take a break from the table action and walk, enjoy a conversation or visit with the folks while recovering from dinner. Then go for dessert!

**Count Your Blessings.** Try and remember to focus on the people, the moment and the party rather than just the food. And try to enjoy yourself; it is the holidays, after all!

**Give Guilt the Weekend Off.** Ok, so the party came and went and you may have overdone it a bit. So what? Guilt and depression have no place in a life that has been so blessed. Feel good about the bounty shared by yourself and your loved ones. There will be diet routines and exercises to make amends the rest of the year. Take a deep breath and start getting ready for next year!



## ADC Correctional School Attends 2010 GED Examiner's Conference



Fourteen GED examiners from the Arkansas Correctional School attended the 2010 GED Examiner's Conference at Pulaski Technical College in Little Rock on October 6.

Discussing topics such as "The Path of Technology", "Thinking Outside the Box" and "Moving Forward with Marketing", the ADC delegation was able to update and apply new tips for administering the GED test.

The Arkansas Correctional School is one of the largest adult education facilities in the state, successfully awarding more than 800 GEDs to inmates each year. Great job, guys!

## Governor's Executive Order 10-14 Regarding State Vehicles Goes Into Effect



If you're a driver of a registered state vehicle or pool car, pay close attention! Governor Beebe's latest Executive Order 10-14, which went into effect November 1, is for you.

Most of us know that we operate state vehicles only when on state business—plain and simple. EO 10-14 makes this point very clear, stating that vehicles and equipment are not for personal use. Going to functions or operations that don't pertain to regular state business or conducting personal business is prohibited.

Reports of abuse can be turned in at individual units or online and can result in strict disciplinary action. A first offense will get a written reprimand. Second offense may result in a demotion or even suspension. The third offense could result in the termination of your employment. By properly operating state cars, adhering to simple rules of pool car usage and using common sense, anyone can avoid a hassle!



**Miss Evelyn Offers Free Smiles For Donations!**

Fundraising is no picnic for anyone. But if you ever find yourself at Central Office), you might receive a knock on your door and a warm smile from Evelyn Hosman who will be looking for help!

Miss Evelyn has sold everything from raffle tickets to fundraising lunches to help out ADC employees in need. We wish to thank her for her generous time and efforts whenever asked!



Don't worry Mavis, simply send in that recipe, story, announcement, or photo to bill.watson@arkansas.gov at the Advocate by the 15th of each month then relax. We will try to fit you in without any drama!



## Turn-Over Rates for ADC Correctional Officers Continue to Fall

Turn-over rates for Correctional Officers employed with the Arkansas Department of Correction continue to fall, according to a recent 2010 Human Resources report.

In a statement issued by the United States Department of Labor in 2004, “the need for Correctional Officers will grow faster than the average for all other occupations through the year 2012.”



Although the need for these officers may be high, many states suffer high turn-over rates for entry level positions. In 2009, the turn-over rate for the Texas Department of Correction had risen to a shocking 90%,

according to *texasprisonbidness.org*. While high stress and overtime were factors, the top reasons behind the numbers were inadequate wages and benefits.

Other state corrections departments including California, Georgia and Arizona have seen a rise in turn-over, but South Carolina and Arkansas report their numbers are down.

In 1994, the rate of turn-over for an Arkansas Correctional Officer in the first year of service was above 54%. In the third quarter of this year, that figure has fallen to 27.5%!

Through combined efforts of its Management teams and Administration, the ADC has provided an active voice for its employees in the Arkansas Legislature.

In 2010, the average starting wage for COIs has risen to \$25,268.00—compared to \$16,000 in 1996. Officers have also seen improvements in health insurance and retirement benefits, thanks to programs such as AACET and APERS.



Although unions might promise to get better benefits and higher wages for their dues-paying members, it’s important to remember that the ADC has actually achieved increases and no one is paying any monthly dues.

The ADC is one of only four states that hasn’t closed correctional facilities or cut employees, and the agency is paying straight, overtime and holiday hours as fast as the budget and the law allow.

While union reps might promise to fight for employees, the ADC is already working hard to make life better for every employee!

## IRC Conference Honors Assistants

Professional assistants from across the state gathered for the 39th Annual Interdepartmental Relations Committee conference in October. Several members of the ADC were nominated for Professional Assistant of the Year, including Karen Bottoms, Genia Davis, Mary Ann Hart, Wanda Hogg and Betty Stanley.

While Karen Bottoms was a finalist, top honors went to Jacqueline Young of the Arkansas Department of Human Services.



Pictured L to R; Gaylon Lay, Marvin Evans, Karen Bottoms, Ramona Green and Muriel Mayfield

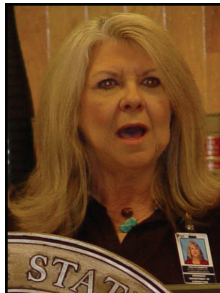
More than 300 people attended the event which was held in Little Rock. Guests were treated to seminars and workshops that were designed to enhance the skills of professional assistants throughout the state.

## Veterans Recognized at Admin East

While most of the Department of Correction employees enjoyed a day off in observance of Veteran’s Day, the folks over at Admin East decided they were going to do things a bit differently (as they usually do!).

On Wednesday, November 10, the veterans working at Admin East were treated to a special presentation in honor of their military service. Guests were treated to a hearty breakfast buffet as gift baskets were given to the vets. A special poem was presented by its author, Evelyn Roberts, in tribute to all who’ve served their country.

We wish to thank all of our Vets!





### Promotions

<b>Date</b>	<b>Name</b>	<b>Position</b>	<b>Unit</b>
10/24/10	Tammy Hurst	Human Resources Assistant	Wrightsville
10/25/10	James Gibson	Deputy Warden	Varner
10/27/10	Richard Guy	Deputy Warden	Grimes
10/27/10	Dexter Payne	Deputy Warden	East Arkansas
10/31/10	Connie Cook	Sergeant	Cummins
10/31/10	Christopher Miller	Lieutenant	East Arkansas
10/31/10	Latashia Taylor	Sergeant	Cummins
10/31/10	Willie Taylor	Lieutenant	East Arkansas
11/01/10	Raymond Naylor	IAD/Disciplinary Hearing Admin	Central Office
11/01/10	Sherry Conrad	Institution HR Coordinator	Varner
11/01/10	Wendell Taylor	Head Farm Manager I	Farm
11/03/10	Mary Coleman	Sergeant	Tucker
11/05/10	Ricky Thorne	Asst Maintenance Supervisor	Construction
11/07/10	David Kelley, Jr.	Lieutenant	Cummins
11/08/10	Brian Gumm	Training Instructor	Training Academy
11/08/10	Richard Guy	Deputy Warden	Grimes
11/08/10	Tanequa Johnson	Sergeant	Pine Bluff
11/09/10	Charles Ballard	Maintenance Technician	Construction
11/15/10	Eddie Selvey	Assistant Warden	North Central
11/15/10	Michelle Williams	Major	North Central
11/15/10	Dina Tyler	Asst Director/Public Services	Central Office
11/15/10	Alvonia Miller	Recreational Activity Supervisor	Cummins
11/15/10	Eddie Selvey	Deputy Warden	North Central

### New Hires

<b>Date</b>	<b>Name</b>	<b>Position</b>	<b>Unit</b>
10/25/10	Amanda Baty	Administrative Specialist I	McPherson
10/25/10	Paula Bralley	Administrative Specialist I	McPherson
10/25/10	Patricia Shores	Human Resources Assistant	Administrative
10/26/10	April Taylor	Administrative Specialist I	Varner
10/31/10	Jason Gray	Recreation Activity Supervisor	Ouachita
11/01/10	Timothy Ballentine	Maintenance Technician	Mississippi Co
11/04/10	Maurice Powers	Chaplain	Varner
11/08/10	Donna Christley	Administrative Specialist II	Mississippi Co
11/08/10	Shannon Forrest	Industry Supervisor I	Industry
11/08/10	Waymon Johnson	Sergeant	Tucker
11/12/10	Phillip Watson	Food Preparation Manager	East Arkansas
11/15/10	Rommel Grayson	Recreational Activity Supervisor	Delta Regional
11/15/10	Yulanda Robertson	Substance Abuse Program Leader	Mental Health
11/15/10	Christopher Yates	Agriculture Unit Supervisor II	Farm



### In-Service Training Protocol

The Training Academy wishes to welcome staff to In-Service Training. The academy strives to promote a professional environment during your learning experience.

Listed below is appropriate attire for In-Service class participation.

Shirt—button up or pull over (please, nothing derogatory, offensive or inappropriate for professional correctional staff, no T-shirts, no sports team shirts).

Shirt and Tie

Slacks—NO DENIM, no holes or frayed edges.

Dress/Pantsuit—(please, nothing see through, sleeveless or low cut. Length should be professional and appropriate for professional correctional staff)

Shoes—(no flip flops, sandals, tennis shoes or house slippers).

Uniforms—must meet Department guidelines

Headgear—allowed only outside of building (no derogatory or offensive wording, symbols, etc.).

Sweats/Shorts/Sport Warm-ups—will be considered appropriate only in classes containing physical activities – not during normal In-Service classes.

Smoking is not allowed on Academy property.

Please observe break times and lunch periods.

Cell phones or pagers need to be on vibrate or silent while in the classroom.

Students arriving more than 15 minutes late for the starting time of a class, or more than 15 minutes late from a break/lunch will be dismissed

### DECEMBER TRAINING SCHEDULE

Date	Title	Time	Length	Location
1	Leadership, Security & Body Language	8:00	4 hrs	TA
1	Fair Labor Standard Act (ML I)	8:00	4 hrs	HR
2	Performance Evaluation (ML I)	12:30	4 hrs	HR
6	CPR Training (ML I)	8:00	8 hrs	TA
6	Cultural Awareness (ML II)	8:00	4 hrs	HR
6-7	Security for Non-Security (16 hrs)	8:00	16 hrs	TA
7	Staff Safety and Self-Defense	8:00	4 hrs	TA
7	Managing the Multi-Generational Workforce (VS)	8:00	8 hrs	TA/ NU
8-9	Management Effectiveness Training (ML I)	8:00	16 hrs	TA
8-9	Emergency Preparedness (ML II)	8:00	16 hrs	TA
10	Field Training Officer	8:00	5 hrs	TA
13	Administering Discipline (ML I)	8:00	4 hrs	TA
13-15	CPR Instructor's Certification	8:00	24 hrs	TA
14	Structured Interviewing (ML II)	8:00	4 hrs	HR
14	Basic eOMIS Training	8:00	4 hrs	HR
14	eOMIS Advanced Security	12:30	4 hrs	HR
15	Slips, Trips, and Falls (VS)	8:00	4 hrs	HR
16	Grievance Prevention and Handling (ML I)	8:00	5 hrs	HR
16	Fighting Complacency in Corrections (VS)	9:00	6 hrs	TA
16	eOMIS Training/ Security	8:00	4 hrs	HR
16	Interpersonal Communication (8) (ML I)	8:00	8 hrs	TA
17	Health and Safety Plan for Supervisors	8:00	4 hrs	HR
20-21	The Human Element (ML II)	9:00	12 hrs	TA
20-22	Introduction to Management (ML II)	8:00	16 hrs	TA
29	Sexual Harassment/Misconduct (ML I) (VS)	8:00	5 hrs	TA

**For a complete listing of class schedules, updates, and changes please feel free to look up In-Service Training on the ADC Spotlight!**

### OPEN ENROLLMENT (Year round Classes)

- **Internet-Based e-Learning Classes.** (*for managers and supervisors only*)  
Classes provided by National Institute of Corrections  
Visit [www.nicic.org](http://www.nicic.org). \*You must get approval from your Unit Trainer before taking any e-learning classes.
- **Open enrollment, Inter-Agency classes** are offered to all staff members in Little Rock. They vary in length.
- Classes are also offered through the **Criminal Justice Institute** in Little Rock.

Your unit trainer has more information about Criminal Justice Institute, Inter-Agency, E-learning and other classes.

*“ The only reason Santa is jolly is because he knows where all of the bad girls live.”*

*-Dennis Miler*



**JANUARY TRAINING SCHEDULE**

Date	Title	Time	Length	Location
3-7	Command Officer School (ML III)	8:00	40 hrs	HR
4	Sexual Harassment/Misconduct (ML I) (VS)	8:00	5 hrs	TA
5	Fair Labor Standards Act (ML I)	8:00	4 hrs	HR
5-6	Management Effectiveness Training (ML I)	8:00	16 hrs	TA
6	Cultural Awareness (ML II)	8:00	4 hrs	HR
6	Performance Evaluation (ML I)	12:30	4 hrs	HR
7	Basic eOMIS Training	12:30	4 hrs	HR
7	High Performance Leadership	1:00	3.5 hrs	ORU
11	Administering Discipline (ML I)	8:00	4 hrs	TA
12	Structured Interviewing (ML II)	8:00	4 hrs	HR
12-13	16 hr Security for Non-Security	8:00	16 hrs	TA
18	Managing The MultiGenerational Workforce (VS)	8:00	8 hrs	NU
19	Behavioral Based Safety Training (VS)	8:00	4 hrs	HR
19-20	Introduction to Management (ML II)	8:00	16 hrs	TA
20	Grievance Prevention and Handling (ML I)	8:00	5 hrs	HR
21	Security eOMIS Training	12:30	4 hrs	HR
21	ADC Back Safety and Office Ergonomics (VS)	8:00	4 hrs	HR
24-28	40 hr Security for Non-Security	8:00	40 hrs	TA
26	Fighting Complacency in Corrections	9:00	6 hrs	TA
28	eOMIS Incident Report Coordinator	10:00	2 hrs	HR
28	Advanced Security eOMIS Training	12:30	4 hrs	HR
31	Identity Theft	8:00	4 hrs	TA

**If you are unable to access Spotlight, contact your Unit Trainer. They will have the latest Training Schedules available!**

**Why It Just Isn't Christmas Without The Grinch**

During the hustle and bustle of the holiday season, simple traditions still mean a lot. Whether it's that particularly delicious meal shared by the family, singing of songs or even gathering together by the television to watch the annual holiday specials. Some traditions refuse to change or go away. Like the Grinch, perhaps?

When first printed in 1957, *How The Grinch Stole Christmas* by Dr. Seuss (aka Theodore Geisel) was an instant hit with children who had been given something else to read during the holidays besides *The Night Before Christmas*. But it wasn't until 1966 when animator Chuck Jones brought the grouchy, spiteful and loveable Grinch to television superstardom. Face it, we **LOVE** the Grinch.

Other holiday specials amuse and warm our hearts with feel-good parables and catchy melodies. But the Grinch isn't about Christmas— he pretty much hates the entire notion. His pessimistic take on shopping, gifts, visitors and noise tends to reflect the headaches that we ourselves endure year after year. We are able to sit and laugh at ourselves knowing that compared to this guy, none of us is really that bad inside.

And in spite of all his sly-wickedness, the Grinch is our friend. He shows us that no matter how badly we have been, we can find redemption through kindness and understanding. Christmas doesn't come in a box or from a store. And to some, perhaps, it means just a bit more. Christmas without the Grinch? Humbug!

**ADC  
CALENDAR  
OF EVENTS****December 2010**

- 7 Pearl Harbor Day
- 24 Christmas Eve
- 25 Christmas Day
- 31 New Year's Eve

**January 2011**

- 1 New Year's Day
- 17 Martin Luther King, Jr.  
Birthday Observed

**Special Events?  
Unit Functions?  
Announcements?  
Conference Dates?**

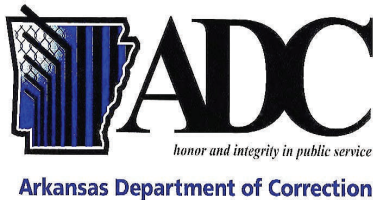
Then tell it to the guys at the Advocate and they'll post them on the calendar of



## ADC Advocate Employee Newsletter

### *ADC Mission Statement*

- *To provide public service by carrying out the mandates of the courts.*
- *To provide a safe humane environment for staff and inmates.*
- *To provide programs to strengthen the work ethic.*
- *To provide opportunities for spiritual, mental and physical growth.*



The *ADC Advocate* newsletter is published monthly by the Public Information Office for employees of the Arkansas Department of Correction. The publication strives to enhance communication and provide information on the development and achievements of this agency.

All employees are encouraged to submit articles, comments, ideas, letters and questions. The deadline for submission is tentatively set for the 15th of each month for inclusion in that month's publication.

Please be aware that all submitted items will be subject to editing. However, every effort will be made to maintain the writer's essential meaning.

In addition, statements contained in the *ADC Advocate* are the personal views of the authors and do not necessarily represent the opinion or policies of the Arkansas Department of Correction.

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ADC Advocate  
P.O. Box 8707  
Pine Bluff, AR 71611  
Phone: 870-267-6990  
Fax: 870-267-6244