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# Shadowfacts

April 2024

## Manager of the Quarter

Jessica Appleby



With the role of Billing Specialist and over 29 years of dedicated service to the company, Jessica stands out. Outside of work, she finds joy in reading, vacationing in Ocean City, MD, and cherishing her role as a proud cockapoo parent. Congratulations Jessica!

## Employee of the Month

Doanique Willis



With nearly 7 years of dedicated service to Shadowfax, Doanique has consistently exemplified excellence in her role as Job Developer. When she's not busy connecting individuals with meaningful employment opportunities, you can find her enjoying quality time with her beloved family. Whether it's hiking through scenic trails, exploring museums, or soaking up the sun at Jersey Beaches. Congratulations Doanique!

**Don't forget to wear your red Shadowfax shirt on Friday, May 3 to support GLY!**

## Welcome to the **Team!**



Kimberly Webster  
DSP-A/O  
Program 34



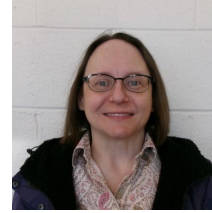
Brittany Jones  
DSP-PRN  
Program 64



Jamie Green  
DSP-FT  
Program 62



Desarea Kennedy  
DSP-FT  
Pattison



Sara Yinger  
DSP A/O  
Program 310

**SAVE THE DATE**  
**GIVE LOCAL YORK**  
**May 2 & 3**  
**2024**

From 9pm Thursday, May 2 to 9pm Friday, May 3.  
Meet us downtown at the Shadowfax tent on North Beaver Street.  
As a thank you for your generous donations, you have a chance to win a gift card in the *Gift Card Giveaway drawing*. Please see Bamboo announcement for more info!

## The Training Corner

Get to know your trainers!

### Reminders:

- Please send all questions or comments to [sfraining@shadowfax.org](mailto:sfraining@shadowfax.org)
- Red Cross FA/CPR/AED—New instructions are posted in Bamboo for completing the online portion, and to register for an in-person skills session
- MANDT training—If you schedule to recertify before your due date, you can sign up for the 3-hour class. If you go past your due date, you will need to attend the full day MANDT class

### Craig Zumbrun

While in college, I volunteered with a group that engaged socially with young people who were identified as having disabilities. At that time, there were fewer agency differentiations, so that physical and intellectual challenges were together. After college, I taught English and History. One summer I worked in the Laurel Highlands at an Easter Seal Camp which hosted six two-week sessions beginning with young children and ending in seniors. It was the best summer of my life.

After that I was a social worker, helping families get back on their feet after being flooded out of their homes. At night and on weekends, I worked at a large residential facility serving severely challenged young children.

Following a career in regional planning, affordable housing, and community development, I began working at Shadowfax; running lines, doing CPS, Employment Services, Residential services, and now training. I have returned to engaging in facilitating learning.

### Kenna Cline

I am originally from Northern New York State, close to the Canadian border, but I love living in PA. I have a Bachelor's from Franciscan University in Steubenville, OH—where Dean Martin was from. I have more than 23 years' experience working for people with IDD.

I started out when I was 17 working at a special needs summer camp, and I have done both Day Programs and Residential Programs since. I have always enjoyed planning and taking people on adventures, like concerts, theater events or over-nights in bigger cities. I have been involved in training, especially food preparations, de-escalation programs, person centered programs, as well as other things and I enjoy sharing my knowledge and experience with others.

I also love crafting, reading and watching anything where there may be accents and elaborate period costumes. I am excited to be working with you all.

Shadowfax Career Ladder opportunity for DSPs and Direct Supervisors of DSPs!

The next group will be starting in July.

Application forms are posted in Bamboo, and are due June 1, 2024.



Shadowfax Professional Development Credentialing Program

In partnership with the National Alliance for Direct Support Professionals

### Congratulations to

Brandy Ashley for earning DSP-III Certification!

Donielle Turner for earning FLS Certification!

### Did you know?

- Hourly pay increases are given when certifications are earned within a year of enrollment
- The E-Badge Academy program mostly draws on your experience as a DSP
- Your experiences are submitted as short essays—they can be typed, handwritten, or an audio recording
- Support provided throughout the program and designated Shadowfax staff are available to answer questions and offer tips and examples



## The Safety Corner

### Slips, Trips & Falls

**Slips**—Slips can be caused by wet surfaces, spills, or weather hazards like ice or snow. Slips are more likely to occur when you hurry or run, wear the wrong kind of shoes, or don't pay attention to where you're walking.

**Trips**—Trips occur whenever your foot hits an object and you are moving with enough momentum to be thrown off balance.

**Falls**—Falls are one of the leading causes of unintentional injuries in the United States, accounting for approximately 8.9 million visits to the emergency department.

### Workers Comp Guide

Reporting worker's comp incidents is **CRITICAL** for your well-being and the smooth functioning of the workplace.

1. Notify your supervisor
2. Refer to the list of providers on Bamboo
3. Seek medical attention (if appropriate)
4. Contact Human Resources 717-854-7742
5. Fill out the form sent to you by HR within 24 hrs.

Primary Contact:  
Bobbi Noga  
717-854-7742

Secondary Contact:  
Jewel White  
717-309-9271

We had fun at the All Staff Meeting and in the community!



## Going Green

### MAKE IT A CONTEST!

Give everyone their own trashcan for a weekend, and the family member who creates the least amount of trash wins!



## Years of Service Celebrated

*Celebrating Milestones*

**25 years**

**Kevin Fuhrman**

## Receiving Referral Bonuses:

Christine Haldeman

## Referral/Recruitment Bonus

Refer hard-working, reliable, caring, conscientious people by filling out referral forms within 3 days of when they apply. Effective 1/8/24, if hired and they work at least 6 months you will receive a:

**\$500 Bonus**

**Paid in full after 6 months**

(as long as the person remains on staff)

Referrals must be submitted to HR within 3 days of receipt of application.

Forms are available in staff resources or at reception desks.

## Save the Date:

The next All Staff Meeting  
will be held on October 16, 2024

9am-3pm

More details to come.

## ***The Shadowfax Corporation***

386 Pattison Street, York PA 17403 (717) 854-7742

[www.shadowfax.org](http://www.shadowfax.org)

### ***Mission Statement:***

*To set the standard for quality in the human service field through consistent demonstration of dependability, integrity, collaboration, innovation, and commitment to our stakeholders.*



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