

# Essentials

## How to Save the Planet And Also Save Money



Saving the planet and our environment is obviously very important. Minimizing our pollution-footprint and impact on the environment makes the world a safer place for us, but it's also both easier and cheaper to prevent pollution than it is to clean it up in the long run. The Earth is our home, and we want to keep it clean; besides, it's the only planet where chocolate exists!

While it can sometimes take a little effort, "going green" doesn't have to be more expensive, and it can sometimes even mean a little extra "green" in your pocket! Here are some simple ways you can reduce the amount of pollution you're generating, and in many cases even save a little money!

- **Shutting off lights when you're not in the room** – for **incandescent lights** (the regular bulb kind), the general rule of thumb is that whenever you aren't in the room, the light should be shut off. By leaving the light on, you're not only using energy to light an unused space, you're also generating additional heat. Incandescent bulbs use only a small amount of energy to power up when compared to leaving them on, so you really aren't saving any energy by leaving them on, even if you're only going to be out of the room a few moments. For **fluorescent lights** the general rule of thumbs is that if you will be out of a room for more than 15 minutes, it is more cost-effective and energy-efficient to turn the lights off. The newer energy-efficient corkscrew-shaped light bulbs are actually **Compact Fluorescent Lights**, and would use the same rule of thumb as the older style fluorescent bulbs.



- **Turning off computers overnight** – even when in "sleep mode", computers take a lot of energy when they're not in use. Because of the amount of energy used to power up a computer, it doesn't make a lot of sense to shut them down if you're only going to be away an hour or two, but if you're going to be away over night, or over the weekend for those of us who work in offices, you can save between \$40-\$70 annually, depending on the type of computer you have. While that may seem like a small amount for one computer, when you think of the number of computers agency-wide, the potential cost savings jumps pretty dramatically, and runs into the thousands of dollars. With computers in 10 Group Homes, three Supported Living sites, all three Day Programs, School to Work and the 34 Gould Street building, that's a lot of computers! And a lot of saving if we all turn off our computers overnight.
- **CRF lights** – when it's time to replace your current light bulbs, consider replacing them with compact fluorescent bulbs. They're slightly more expensive, but they last a lot longer and they use less energy. They use 75% less energy and last 10 times longer! They also produce less heat, which can result in lower cooling costs.
- **Adjusting your thermostat** – yes, we still want you to be comfortable! But by adjusting your thermostat when you're not home (or overnight) you can save energy, which reduces the amount of pollution and increases the amount of cash you have!
- **Keeping your tires properly inflated** – while many newer cars come with Tire Pressure Monitoring Systems (TPMS), this system is only designed to alert you if your tire pressure becomes dangerously low. Drivers should still check their tire pressure at least monthly to ensure proper settings. The US Department of Energy reports that if gas prices are \$3.00 a gallon (oh, those golden days of \$3.00 a gallon!), the average driver could save \$430 per year; just by making sure their tires are inflated at the correct pressure! Recommended tire pressures vary from automobile and tire manufacturer, but this information is located on the side wall of tires, and on the driver-side door panel (usually near where the door latch is).





## What Are You Curious About?



Is there part of the Agency that you'd like to learn more about? Curious about a program, activity, group, committee or event? Got a suggestion for an article? Or for a StaffLight? Drop us a line!

[LifeSaver@TheEmarc.org](mailto:LifeSaver@TheEmarc.org)

We want to know what you think!

Do you feel lucky?  
Do ya?  
Do Ya???

**Lucky Birthday Winner**

**For April 2011**

**Alyssa Best**

Assistant Director of Reading Life Choices



## LifeSaver Awards



### LifeSaver Winners for March!

Nomination forms can be found at S:\Blank Forms\LifeSaver Nomination Form.doc, or e-mail [LifeSaver@TheEmarc.org](mailto:LifeSaver@TheEmarc.org)

**Louisa's Pizza World** – for all of their assistance this winter in helping folks in wheelchairs to get safely in and out

**Angela & Isaiah Lombardo** – for a last minute roadtrip to pick up jerseys for the Special Olympics tournament

## Bravo Basket! Allie Carrigan



**Life Choices Instructor in Burlington is our March Winner!**

Allie won a basket filled with movie tickets, popcorn, a Dunkies card and other items!

## GREENER CLEANER

You want to use less toxic, more friendly cleaning products, but many of them are more expensive and don't seem to work as well. However you probably already have many of the ingredients to make your own cleaners that work great!

**Start with Green Cleaning Basics** -Just about every natural cleaning product uses the same cleaners your grandma used. These ingredients aren't all completely safe -- keep them away from kids and pets -- but they're less toxic than many commercial cleaners, and a lot less costly.

A good natural cleaning kit includes the following items:

- Baking soda (sodium bicarbonate) -- gritty scrubber, also reacts with acids like lemon and vinegar
- Borax -- disinfects, whitens and deodorizes
- White vinegar -- disinfects and loosens dirt
- Lemon juice -- disinfects, cuts through grease
- Olive oil -- picks up dirt, polishes wood
- Castile soap -- all-purpose foaming cleaner
- Washing soda (sodium carbonate) -- a caustic cleaner, stain remover and laundry supplement

**See these links for more specific info!**

<http://tinyurl.com/CleanGreen1>

<http://tinyurl.com/CleanGreen2>

<http://tinyurl.com/CleanGreen3>

<http://tinyurl.com/CleanGreen4>

[http://eartheasy.com/live\\_nontoxic\\_solutions.htm](http://eartheasy.com/live_nontoxic_solutions.htm)

## Awards for General Awesomeness



### **Kristin Laffey of Newcomb Avenue – Coupon Queen!**

Want to nominate someone for an Award for General Awesomeness? Talk to the Committee!

**This Just In!** Alyssa Best reports that The Personal Growth Groups in Reading Life Choices just recycled a bunch of cans and donated the proceeds (\$150) to Boston Recycles EXCL program. Visit this website for more information:

<http://www.exclrecycles.org/>



### **Staff Lights!**



**Mike Corliss**  
EMI Production Manager  
And All Around Green Guy

When Life Choices was first opened a few years back, we purchased two large recycling bins which often went unused and unfilled. Cardboard and other recyclable materials filled our dumpster necessitating extra pick ups from a growing organization which led to extra expense.

Mike took the initiative and put those recycling bins to good use. He realized that recycling serves two major functions. The first is a no brainer; keeping the environment around us cleaner by not dumping recyclable materials into landfills. The second is to save money. As a non-profit, we should always be finding ways to stretch our dollar and by recycling, we are throwing out less.

Mike encourages everyone in their departments to recycle. He also encourages staff to explain to the individuals we serve why we need to recycle and to break some old habits. Mike delegated a space in the warehouse at 24 Gould Street where large boxes can be dropped off (preferably broken down) and the bins are located outside of the warehouse where you can also drop off plastic/aluminum/steel and bagged shredded paper.

If you need any more information on recycling or have any questions, comments or suggestions, Mike can be reached at 781-944-5655 x4038  
*Submitted by Ace Reporter Alex Marxsen*

**Welcome Aboard! The Good Ship**

**EMARC**

**Ahoy, Matey! And WELCOME to our new co-workers!**

David Canon – Residential Relief Support  
Evelyn Kubu – Pitman Drive  
Alyssa Checchetelli – Supported Living  
Andrea Boardman – Family Support



April 20, 2011 from  
5p-7p  
Reading Masonic  
Lodge

The **3<sup>rd</sup> Annual International Night** is coming soon! You should have already gotten an invitation; if not, they are posted everywhere! To sign up to bring a dish, or to volunteer, contact Denise at [dprotz@theemarc.org](mailto:dprotz@theemarc.org). For more info, contact Tracy at [thanson@theemarc.org](mailto:thanson@theemarc.org) Check Facebook for Pictures from previous International Nights!

# Going Green Reports @EMARC

Earlier this year we asked you to participate in a survey, and a few of the questions were about what your program does to “go green”, or be environmentally friendly. We got back a lot of responses, and it seems like every program is doing something! Here were some of the responses we got back:

- Recycle cans, bottles, cardboard and paper
- Make copies double-sided, and use only half the paper
- Use the backs of single-sided copies for scrap paper (non-confidential copies, obviously)
- Getting the individuals involved in recycling, they do the collecting and decide what to do with the money they get from it. Here are just two examples:
  - Participants from Life Choices use the money from recycling to do community service projects like donating to Boston Recycles EXCL Program!
  - The ladies at Water Street donate to the North Shore Animal Shelter!
- Compost Bin that is used for the program landscaping and flowers
- Collect recycling from the community and use the proceeds for service learning projects
- Use real silverware & dishes instead of plastic or paper
- When using plastic forks, wash them and reuse them
- Use less paper by doing things electronically
- Working with local agencies to weatherize 2 area group homes
- Switched from paper towels to hand dryers
- Re-use plastic shopping bags as small trash bags
- Turn computers off before leaving for the day
- Use earth-friendly cleaning supplies (information on making your own is in this newsletter!)
- Clean the coffee maker with vinegar solution instead of strong chemicals
- Purchase hand soap refills instead of buying new bottles each time
- Walk whenever possible instead of taking the vans
- Make sure the vans aren't left idling
- Pick up litter in local parks
- Reading Life Choices collects can tabs for the Shriner's
- Turning off lights when you aren't in the room
- Use filtered water pitchers instead of bottled water (not only saves the environment and reduces the waste-stream, but it also saves money!)
- Recycle ink cartridges (give them to Denise, she turns them in to Staples for points, when we get enough points we cash them in for goodies like new printers, fax machines, etc!)
- Use reusable shopping bags (for more than just shopping!)
- Recycle old cell phones and other electronics or appliances (turn in old cell phones to Denise to be recycled)
- If it's in decent shape, don't throw it away, give it away! Using sites like craigslist or freecycle to get rid of unwanted household items in good shape, or donating them to Goodwill, Salvation Army, Mission of Deeds or local churches. The less we throw away, the less that ends up in land fills!



**Safely Disposing of Household Hazardous Waste** What to do with all of the chemicals that are used in and around your house, if you no longer need them? There are many household items that cannot be disposed of in the local landfills due to the toxic nature of their components. Most towns and cities have special days set aside to collect household hazardous waste. Check on-line for dates, times & locations in your town.

**FROM THE HOUSE:**

fluorescent bulbs  
 drain cleaners  
 oven cleaners  
 furniture polish  
 metal polish  
 arts & crafts supplies  
 photo chemicals  
 floor cleaners  
 window cleaners  
 dry cleaning fluids  
 radiator cleaners  
 propane tanks



**FROM THE WORKBENCH:**

rust preventatives  
 wood preservatives  
 wood strippers  
 oil/lead based paint  
 paint thinner  
 solvents  
 degreasers  
 sealant



**FROM THE YARD/GARDEN**

pesticides(including 2,4,5-T, Silvex)  
 herbicides  
 insect sprays  
 rodent killers  
 pool chemicals  
 muriatic acid  
 no-pest strips  
 cesspool cleaners

**FROM THE GARAGE:**

gasoline  
 car batteries  
 tires - car  
 truck tires  
 antifreeze  
 brake fluid  
 wax polish  
 engine & radiator flushes  
 transmission fluid  
 used motor oil

These are the things you **CAN** take to the specialized collection days.



**Below** are some things that typically won't be accepted at these events:

- Asbestos, ammunition, pharmaceuticals
- Biologically active, radioactive, or explosive materials
- Latex paint (let dry and put out with weekly trash pickup)
- Lithium batteries
- Garbage (will be taken by regular weekly trash pickup)
- Septage (must be removed by a licensed hauler)

For more information see →

Reading

<http://tinyurl.com/rhazwaste>

Burlington

<http://tinyurl.com/BurlHazWaste>

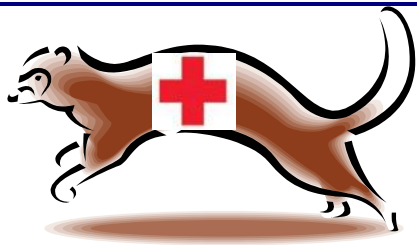
Wakefield

<http://tinyurl.com/WakeHazWaste>

**Top Ten Tips on saving fuel →**



- Drive at or below the posted speed limit.
- Avoid jack-rabbit stops and starts as they cause excessive and unnecessary wear on tires and brakes.
- Maintain proper tire pressure. Under-inflated tires can make your car engine work harder and burn more fuel. Tire pressure is usually posted on the inside of the driver's door.
- Use speed control to maintain an even speed whenever possible.
- Keep your vehicle properly tuned up.
- Don't overbuy octane. Check the owner's manual to determine the minimum octane required for your vehicle.
- Remove unnecessary items from your trunk or storage area. Extra weight reduces fuel mileage.
- Change your air filter periodically as a dirty air filter reduces fuel mileage.
- Change your transmission fluid periodically as required. A slipping transmission increases fuel use.
- Use a credit or store card that offer rebates or reduced price for fuel purchases.
- For more information, visit <http://1.usa.gov/iaHXbg>



Pat, the CPR/First Aid Attack Weasel  
Wants to know if you're Certified!

# Are you ready???

All staff who work in Group Homes, Supported Living, Life Choices, Employment Services or Transportation are required to have current certification in Adult CPR and First Aid. **To sign up, please contact:**

Christine Burke, ext. 5031 ([cburke@theemarc.org](mailto:cburke@theemarc.org)) or  
Kathy Custer, ext 4045 ([kcuster@theemarc.org](mailto:kcuster@theemarc.org))

**Please remember that you MUST sign up for a class in advance to attend:**

### CPR

- 3/23/2011 11a-1p
- 4/4/2011 11a-1p
- 4/12/2011 6p-8p
- 5/9/2011 1p-3p

## CPR & First Aid



### First Aid

- 3-22-2011 1p-3p
- 3-28-2011 6p-8p
- 5/4/2011 6p-8p
- 5/24/2011 11a-1p



Come eat for a good cause!  
Visit Fuddrucker's in Reading on  
**Thursday, March 31st from 5-8pm** and **20% of your order**  
(excluding tax) will be donated to

EMARC Recreation Department. Go here  
<http://tinyurl.com/RecFund> to download the  
fundraiser voucher! Please present this card when  
placing your order to have the 20% of your sale go  
to EMARC Recreation total.

### EMARC wants



## YOU!

### 4/27/2011 CPR Challenge Classes

- 1:00p-1:15p
- 1:15p-1:30p
- 1:30p-1:45p
- 1:45p-2:00p
- 2:00p-2:15p
- 2:15p-2:30p
- 2:30p-2:45p
- 2:45p-3p

If you are current in your certification, and you have prior authorization from your Supervisor, you can sign up for a CPR challenge course instead of taking the entire 2 hour class.

[kcuster@theemarc.org](mailto:kcuster@theemarc.org) to sign up.

## Reader Rewards!

Last month we asked you to answer a Trivia Question from the the EMARC Facebook page to enter the drawing for a \$75 gift card.

**The winner is Nancy Woolman of Supported Living!** Nancy, contact Denise Protz for your prize!

This month, to enter the drawing for a \$75 gift card, you'll need to go to the EMARC Facebook page and click through the pictures of the 2009 & 2010 International Nights.

**What is the name of the person wearing a scarf with the flag of Jamaica on it?**

E-mail responses to  
[LifeSaver@TheEmarc.org](mailto:LifeSaver@TheEmarc.org)

### Tom Barton promoted to Program Director at Main Street



I started working for EMARC in August as relief staff. I really didn't know what to expect when I came in. I started with a couple shifts at Haven Street. I really enjoyed working there and thought I would end up there full time. I ended up covering a bunch of shifts at Main Street in Melrose which to my surprise would end up becoming my home when I went full time in September. I really enjoyed working there very much. Main Street did not have a Program Director. I saw that as a good opportunity to maybe do a little more. Sarah Carpenter, my Program Coordinator and I started discussing this around October of 2010. In January she decided it would be a good time to make the move. I was promoted to Program Director of Main Street on Jan 31<sup>st</sup>. My favorite part of this position is really getting to advocate for the guys. I enjoy the direct care time on a daily basis and helping set up different activities.

*Let's all welcome Tom in his new position at work!*

### Federal Guidelines for Disposal of Unused Medications

Do not flush prescription drugs down the toilet or drain unless the label or accompanying patient information specifically instructs you to do so. For information on drugs that should be flushed visit the [FDA's website](#).

To dispose of prescription drugs not labeled to be flushed, you may be able to take advantage of community drug take-back programs or other programs, such as household hazardous waste collection events, that collect drugs at a central location for proper disposal. Call your city or county government's household trash and recycling service and ask if a drug take-back program is available in your community.

If a drug take-back or collection program is not available:

1. Take your prescription drugs out of their original containers.
2. Mix drugs with an undesirable substance, such as cat litter or used coffee grounds.
3. Put the mixture into a disposable container with a lid, such as an empty margarine tub, or into a sealable bag.
4. Conceal or remove any personal information, including Rx number, on the empty containers by covering it with black permanent marker or duct tape, or by scratching it off.
5. Place the sealed container with the mixture, and the empty drug containers, in the trash.

### Fluorescent Bulb Collection

Fluorescent light bulbs, which contain dangerous mercury, should no longer be thrown out in the trash. Improper disposal of fluorescent bulbs has been proven to have serious consequences for the environment and for people's health. So that residents can safely dispose of their fluorescent lights, and in an effort to protect the air we breathe and our local water supplies, the Town of Reading applied for and received a state grant from the Department of Environmental Protection for a Universal Waste Shed. This shed, constructed at the Reading DPW facility, 75 New Crossing Road, will be used for the collection and storage of fluorescent bulbs from residents and municipal facilities in the Town. This grant was made possible through the work and cooperation of the Reading Solid Waste Advisory Committee and the Reading Women's Club.

Fluorescent bulbs may be delivered to the DPW facility on the following days:  
M-F 8AM - 2:30PM & every 3<sup>rd</sup> Sat 9:00 AM - 12 Noon.

## ATLANTIC WORKS

A COLLABORATIVE SPACE FOR ART AND IDEAS  
80 BORDER ST., 3<sup>RD</sup> FLOOR, EAST BOSTON, MA 02128

### Half-Baked: Fluxus, Flotsam & Fables

Samantha Marder and Neil Wyatt  
April 2-23, 2011



Opening: Saturday, April 2  
Third Thursday: April 21

telephone: 617.529.5055  
sm2755@aol.com  
www.neilwyatt.artspan.com  
www.atlanticworks.org

### ART SHOW!

Neil Wyatt, in addition to being the Burlington Life Choices Director, is also an artist and gallery manager. He will be having a gallery opening of his new show, "Half-Baked: Fluxus, Flotsam & Fables" in April. Neil says, "I am essentially showing my abstract paintings and I've teamed up with photographer Samantha Marder who is exhibiting installation pieces. She has taken old miniature vintage ovens and



created Dioramas which are like doll house scenes inside the ovens. They are a little surreal but colorful and fun." Ben Sousa (LC Instructor in Burlington), who is a classical musician, will be playing acoustic guitar at the opening reception. The opening reception will be April 2 from 6p-9p at the Atlantic Works Gallery. The show will run through until April 23, and you can get more details about the gallery and the show here <http://atlanticworks.org/>



**Openings @ EMARC!** We have room for new staff! If you know someone who is interested in joining the EMARC family, have them send in a resume or application to [EMARCjobs@theemarc.org](mailto:EMARCjobs@theemarc.org)

Residential Program Director – 40 hours  
Residential Program Manager – 40 hours  
Residential Awake/Asleep Overnight Staff – 50 Hours  
Life Choices Skills Instructor, Reading – 40 hours

Life Choices Reading Specialized Skills Instr – 40 hours  
Transportation Driver – 20 hours  
Office Manager, Reading – 20 hours  
Human Resources, Reading – 40 hours

## April 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1  April Fool's Day	2  Neil Wyatt's Opening Reception <small>(see article inside for details!)</small>
3  Find a Rainbow Day	4	5	6	7  No Household Work Day	8	9
10	11  Barber Shop Quartet Day	12	13	14  Sri Lankan New Year	15  Income Taxes Due	16  Emancipation Day
17  Palm Sunday	18	19  Passover	20  International Night	21	22  Earth Day	23
24  Easter Sunday	25	26	27  Administrative Professionals Day	28	29	30  National Honesty Day
<p style="text-align: center;">Autism Awareness Month – Keep America Beautiful Month – National Humor Month – National Volunteer Month – Stress Awareness Month – Records &amp; Information Management Month – National Pecan Month – Poetry Month – Lawn &amp; Garden Month – Sexual Assault Awareness Month – National Arab-American Heritage Month – National Child Abuse Prevention Month</p> <p style="text-align: center;"><b>April's birthstone is the diamond, which symbolizes innocence. Its birth flower is the daisy and sweet pea.</b></p>						