







A Communication from Human Resources

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Important Retirement Plan Change Impacting All Employees









MEMORANDUM

To: All Employees

From: Jason Persan, Human Resources Director for Employee Services

Date: December 27, 2024

REMINDER - RETIREMENT PLAN CHANGES ARE COMING!

Please be reminded that if you are not currently deferring at least 3% of your pay to your retirement plan, then changes to our Plan will impact you beginning January 1, 2025.

You are affected by this change if you are deferring less than 3% of your pay, even if you already have elected to defer a flat dollar amount that equates to less than 3% of your current pay.

There is nothing you need to do to benefit from these changes which are intended to help employees save for retirement and include - Auto-enrollment and Auto-increases of deferrals. It is important to remember that 100% of the money you defer from your pay to your retirement account is yours from the day you defer it - There is no vesting period for money that you defer.

WHAT EXACTLY IS CHANGING?

- . If you are not currently enrolled in our 403(b) Retirement Plan, you will be automatically enrolled in the Plan and will defer 3% of your pay to the Plan each pay period unless you opt-out before 11:59 pm on Wednesday, January 1, 2025.
- . If you are currently enrolled in our 403(b) Retirement Plan and deferring less than 3% of your pay to the Plan, then your deferral amount will be automatically increased to 3% of your pay each pay period unless you opt-out before 11:59 pm on Wednesday, January 1, 2025.
- On January 1st, 2026, all employees who have been automatically enrolled at 3% will have their deferral amount automatically increased by 1% to a deferral rate of 4%. This will continue to occur every January 1st thereafter until your deferral amount is 6%. No automatic increases will occur after your deferral amount reaches 6%, though employees may choose to increase their deferral rate beyond 6% and may opt out of automatic increases at any time.

WHAT IF I ALREADY ELECTED TO HAVE A FLAT AMOUNT DEFERRED INSTEAD OF A PERCENTAGE?

- . If you previously elected to have a flat dollar amount deferred that is equal to or greater than 3% of your pay, then your deferral amount will not change.
- If you previously elected to have a flat dollar amount deferred that is less than 3% of your pay. then your deferral amount will be automatically increased to 3% of your pay each pay period unless you opt-out before 11:59 pm on Wednesday, January 1, 2025.











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Message from the CEO



Dear Colleagues,

As we approach the holiday season, I want to take a moment to extend my deepest gratitude to each and every one of you for the exceptional care, dedication, and compassion you've shown throughout the year. It's because of your hard work and commitment that we've been able to not only meet but exceed the challenges of audits, regulations, and the expectations of the individuals and families we serve. Your efforts have made a meaningful difference in the lives of so many, and our collective success is a direct reflection of your tireless work and unwavering dedication.

A special thank you goes out to our Direct Support Professionals (DSPs)—the true backbone of our agency. You are the heart of our legacy, ensuring that our programs and services remain strong, compassionate, and responsive to the needs of those we support. Your daily commitment to providing excellent care doesn't go unnoticed, and we are incredibly fortunate to have you as part of our team. Whether you're working directly with individuals, collaborating with colleagues, or supporting our agency's overall mission, your impact is immeasurable.

As we reflect on the accomplishments of the past year, I want to express my warmest wishes to you and your families for a joyful, peaceful holiday season. May this time of year bring you moments of rest and rejuvenation, and may you be surrounded by love and gratitude. We are so proud of everything we've achieved together, and we look forward to continuing our work alongside you in the year ahead.

Thank you for all that you do, and happy holidays!

As always, your feedback and comments are welcome.

Best,

Stanfort



Thank you Dankie jufaleminderit grazia merci toda grazie tak takk tack TEŞEKKÜR EDERIM 감사합니다 ありがとう 谢谢 ДЯКУЮ շնորհակալություն obrigado Hvala vam Salamat mèsi धन्यवाद از نامه شما متشكرم Dziękuję ਤੁਹਾਡਾ ਧੰਨਵਾਦ mulţumesc Спасибо Тараdh leat Хвала вам Asante Cảm ơn e dupe

The EMT expressed thank you to the following:

- Will Derr, CFO expressed thanks to Sylvester Naraine, VP of the Finance Department for the careful planning of the transition and training related to Sage Intaact.
- Thank you to Theresa Pergola for sharing feedback and pictures of the services
 received from the Wheatley Farms Catering and Brookville Mansion team for her
 recent wedding at the Brookville Mansion. Thank you, also, for sharing your photos
 for us to use in our future promotions.
- Thank you to Mary McNamara and the AHRC Foundation Walk team and captains and co-captains for hosting one of our most successful AHRC Walks to date; we raised over \$100,000.
- Joanna Kilkenny and her team for completing the Brookville Center fiscal 2024-year audit and the timely completion of the CFRs.
- Cassie Bradshaw, Johnson Place Manager for hosting Thanksgiving dinner.
- Wheatley Farms Catering for providing the well-received catered meals for the Finance Department Holiday party.
- Willard Derr and Sylvester Naraine hosting the Finance Department Holiday party
- Finance Planning Analysis Team (Vicky Pan, Donte Payne, and Brandon Rivas) and AHRC Program Directors for the 2025 Budget collaboration.

Welcome New Team Members

Pictures from our weekly New Hire Orientation

WELCOME ABOARD!









The DSP Connection

The everything DSP connection with DSP only programs, advice and special events



For more information on the NADSP E-badge program please send an email to:

nadspbadgeinfo@ahrc.org



For more information on the DSP Microcredential program please contact:

Michael Cannet 516-293-2016, ext. 5362

mcannet@ahrc.org





2023 Milestones Event

To Our Honorees

At this time, we thank all of our honorees for their years of service to Brookville Center for Children's Services.

Often we are caught up in our busy schedules and time is not taken to express our gratitude.

Our agency has succeeded and grown due to your efforts. Your caring commitment has enriched the lives of the children and adults we serve.

Again, thank you!



Click Here to View Slideshow







2023 Milestones Event (cont'd)

Abbe D. Finz

Erin Knight

35 Years of Service

Lisa Brandes Gina M. Capobianco **30 Years of Service**

Lorraine O'Keefe

25 Years of Service

James Gabriel Alisa Rosenfeld Patti W. Tinder Susan Grayford

Dorota Kaczmarzyk

20 Years of Service

Alexander Amirruddin

Marcia Forbes

15 Years of Service

Oluwatoyin Bakare Casandra Bradshaw

Deborah A. Chichester

Robin Lipschutz Richard Martin Steven A. Gidseq Debra E. McKenzie

Heather A. Ferguson

10 Years of Service

Patricia Archibald-Kennedy Nora M. Remy Annemarie Bongiorno Erica L. Salina Paula DeVita Kristin M. Sgroi **David Fazel Tyann Snape** Alexander L. Hunt Aimee I. Victor Susan G. Jankowitz Maria I. Zegarra

Steven L. Johnson Sukhwinder Kaur

Rosanna Mendoza D'Abreau

5 Years of Service

Lavonda D. Armfield Ashley K. Kelly

Amanda N. Kinkel Tracey M. Boriel Janine R. D'Annunzio Karen Faller

Jasmine N. Farahan

Maria I. Fernandes Emily V. Forsyth-

Nogara

Jamie P. Farrel

Adrienne Foster Jennifer A. Jackson Janee Jones

Stephanie S. Lecoin Kimberlee E. Levin Amanda A. McCormick Meghan E. McGrath **Anisa Northington** Chinenye N. Oguagha Francine Pizzillo Jackelyn Reyes

Jordan D. Royal

Sean K. Stallings **Tatian Turnage** Allison V. Vargas **Ebony A. Wharton** Deborah D. Whyte Shannon A. Wong Elaine L. Zevallos

Candace Skeete

Wear Pink Day

Beyond the Pink: Taking Action

For Breast Cancer Awareness Month, our company participated in Wear Pink Day on October 17th. Organized by Health & Wellness Manager Denise Lamb, the event raised awareness and showed support for those affected by breast cancer. Employees across all departments wore various shades of pink, demonstrating unity and solidarity. The day served as a call to action, encouraging ongoing support through volunteering, donating, or simply offering support. Photos captured the day's spirit and enthusiastic participation.

A Picture is Worth a Thousand Words

Below are snapshots capturing the spirit of the day, showcasing the enthusiastic participation. Each smile, each pink accessory, and each shared moment reinforced the message that together, we are stronger.



Strong.

Brookville Ed Center—Nurses



Brookville Ed Ctr—Teachers

Wear Pink Day (cont'd)



Brookville Ed Center

Barbara C. Wilson





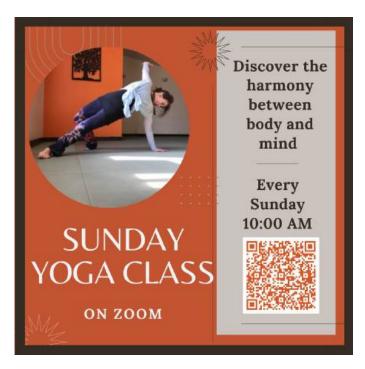
Post Ave

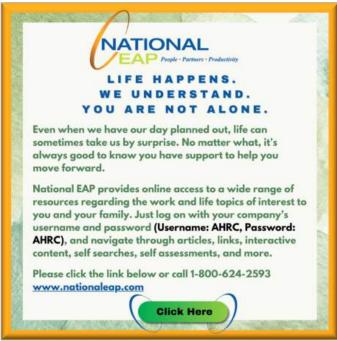
Health & Wellness











For any questions regarding Health & Wellness programs please contact:

Denise Lamb

Employee Health Manager 516-293-2016, ext. 5642

dlamb@ahrc.org



Learning & Professional Development

Training Schedules, Relias Trainings & Tuition Reimbursement



For any questions regarding training or Relias please contact :

Michael Cannet

Manager Learning & Professional Development 516-293-2016, ext. 5362

mcannet@ahrc.org

For more information on Tuition Reimbursements please email:

tuition@ahrc.org









Winter Pathways Career Fair 2024

The Winter Pathways Career Fair 2024 was a resounding success! Attendees enjoyed raffle prizes, a hot chocolate bar, and valuable interactions with our program representatives and HR team. Many applicants connected directly with hiring managers, leading to on-the-spot interviews and even job offers.

















out to our Talent Acquisition Team at:

Recruiting@ahrc.org

INTERNAL JOB OPENINGS

A FRESH START & A NEW PERSPECTIVE AT A NEW JOB DOESN'T ALWAYS MEAN LEAVING. CHECK OUT OUR EXCITING INTERNAL JOB OPENINGS.

Want to explore any of the exciting opportunities listed below? Simply click on the job title to access the posting and find out more about it. These are just a handful of the incredible open positions available. To discover more opportunities, click on the company

AHRC		CAdvantage Care	9
Positions	Location(s)	Positions	Location(s)
Assistant Director CLS	Plainview	Sr. HR Generalist	Brookville
Assistant Manager CLS	Multiple loca-	Patient Rep	Brookville &
Assistant Site Manager—Day Hab	Oceanside & Brookville	Psychiatrist (P/T)	Brookville 8
Behavior Intervention Specialist	Freeport		Freeport
Custodian	Freeport	Brookville Cente	r
Director—Facilities Projects & Improvements	Plainview	Assistant Manager-CRP	Lido Beach
DSP 1:1 for Complex Behaviors	Freeport	Behavior Support Staff	Brookville
Grounds Maintenance Worker (F/T & per diem)	Brookville	Physical Therapist (per diem)	Brookville
Program Coordinator	Freeport	Registered Behavior Technician	All Location
Registered Nurse—Day Hab	Plainview	Special Education Teacher	All Location
Site Manager / Behavior Intervention Specialist	Freeport	Teachers Aide	All Location
Team Leader Commercial Ser-	Freeport	Transition Specialist	Brookville
Team Leader Landscaping	Freeport	Citizens Option	
Vocational Coach per diem	Freeport		Plainview
		Assistant Director— Residential	riainview
For any questions about opening	nae niesee resch	DSP	Syosset
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Plainview

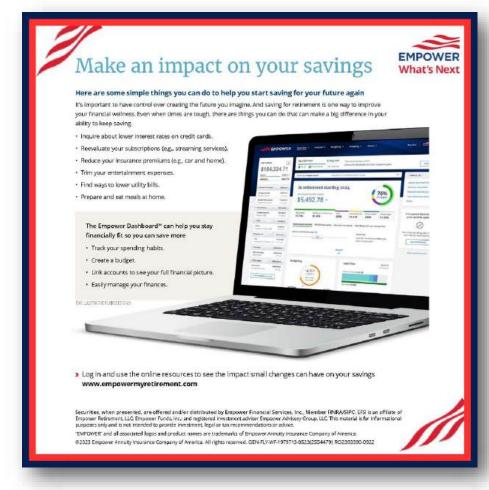
Medford

DSP ONA—Non-Diver

House Manager

Retirement & Compensation

It's never too early to plan for the future. Find out about the many financial opportunities available to you.









If you have questions regarding:

Sign on Bonus, Referral Bonus, and Retirement Plans (financial only), 401k, 401b

Contact: Jason Persan Human Resources Director for Employee Services

516-293-2016, Ext. 5363 Email: jpersan@ahrc.org







Dinning & Shopping







Check out our very own shopping and dining at your fingertips.

We have so many beautiful gifts and delicious foods to order.

Click on any of the ads to see what amazing surprises await you.

Not only do you get discounts and free delivery to your work location, but you are supporting our amazing programs too.

Previous

Upcoming Events & Celebrations

Holiday/Festival

Awareness

Other

JANUARY CELEBRATION MONTHS

CERVICAL HEALTH AWARENESS. NAT'L GLAUCOMA AWARENESS. NAT'L BIRTH DEFECT AWARENESS/PREVENTION, NAT'L BLOOD DONOR

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- JAN 1 **NEW YEAR'S DAY**
- JAN 4 WORLD BRAILLE DAY
- JAN 6 FEAST OF THE EPIPHANY, NAT'L TRIVIA DAY
- JAN 11 NAT'L THANK YOU DAY.

HUMAN TRAFFICKING AWARENESS DAY

- JAN 13 LOHRI (SIKH)
- JAN 14 MAKAR SANKRANTI (HINDU & BUDDHIST), **MAHAYANA NEW YEAR (BUDDHIST)**
- **JAN 15 NAT'L HAT DAY**
- **JAN 19 WORLD RELIGION DAY**
- JAN 20 MARTIN LUTHER KING JR. DAY
- **JAN 21 THANK YOUR MENTOR DAY**
- **JAN 24 NAT'L COMPLIMENT DAY**
- JAN 27 NT'L HOLOCAUST REMEMBRANCE DAY
- **JAN 29 CHINESE NEW YEAR**
- JAN 31 NAT'L FUN AT WORK DAY

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FEBRUARY CELEBRATION MONTHS

BLACK HISTORY, AMERICAN HEART, BLACK HIV/AIDS AWAREMENSS, LOW VISION AWARENESS, TEEN DATING VIOLENCE AWARENESS

- **WORLD CANCER DAY, ROSA PARKS DAY** FEB 4
- FEB 7 **WEAR RED DAY (AMERICAN HEART MONTH)**
- SUPER BOWL SUNDAY, NAT'L PIZZA DAY
- FEB 10 INT'L EPILEPSY DAY
- FEB 11 DAY OF WOMEN & GIRLS IN SCIENCE
- **FEB 14 VALENTINE'S DAY**
- FEB 17 PRESIDENT'S DAY, RANDOM ACT OF KINDNESS DAY
- FEB 20 LOVE YOUR PET DAY, WORLD DAY OF SOCIAL JUSTICE
- FEB 21 RAMADAN BEGINS (MUSLIM)

MARCH CELEBRATION MONTHS

HEALTH AWARENESS, DISABILITY AWARENESS, **GENDER EQUIALITY**

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- **INT'L WHEELCHAIR DAY** MAR 1
- MAR 4 **MARDI GRAS**
- MAR 8 INT'L WOMEN'S DAY
- MAR 7 **EMPLOYEE APPRECIATION DAY**
- MAR 14 HOLI (HINDU)
- MAR 17 ST. PATRICK'S DAY
- MAR 20 INT'L DAY OF HAPPINESS
- MAR 20 INT'L DAY OF ELIMINATION OF RACIAL DISCRIMINATION
- **MAR 22 WORLD WATER DAY**
- MAR 23 NAT'L PUPPY DAY
- MAR 24 INT'L DAY OF ACHIEVERS
- MAR 31 INT'L TRANSGENDER VISIBILITY DAY

