



TEXAS
Health and Human
Services

★ Abilene State Supported Living Center ★

OUR MISSION:
To empower people to make choices
that result in a life of dignity and
increased independence.

AbSSLC News

Abilene SSLC

Week of February 16th, 2026

Vote for the March 2026 Employee of the Month!

- Jane Whalen (Accounting)
- Jennifer Rodriguez (Nursing)
- Justin Rivera (Recreation)
- Kenny Wilson (Maintenance)
- Suzanne Sargent (HAB)



Click to Vote!

Washing & Drying 101

One of the bigger complaints that Maintenance receives is that washing & drying clothes at the homes takes **forever**. This is especially true when drying.

Here's a few hints to help ...

- Smaller loads are happier loads. Logically, it seems to that you will have fewer loads to do if you stuff the machine full. Actually, it's the opposite – smaller loads allow for the clothes to get cleaner, spin out the extra water and dry **much** faster.
- Don't use deep water cycles. Extra water generally doesn't help and doesn't spin out correctly. Because of this, you have to run the dryer several times for the same load.
- Drying can take much longer than washing but don't try to "double up" loads in the dryer. The clothes need plenty of room to tumble and dry – small loads really help. And it truly speeds up the process.
- Don't put big blankets, quilts, or comforters in the home washer. These (**properly marked!**) items should go to the Regional Laundry to be washed & dried.

Plug-In Diffusers

Remember that plug-in air fresheners are not allowed anywhere on campus!



Outside Employment & Volunteer Activities

To prevent or mitigate conflicts of interest, Health and Human Services (HHS) [HHS Off-Duty and Outside Employment or Activity policy](#) requires employees to obtain prior **written** approval before:

- Working any job (w2 or 1099) outside of HHS, and/or
- Participating in an ongoing volunteer activity

Before beginning any outside employment or ongoing volunteer work, employees must submit [Form HR0302, Request for Clearance for Non-Agency Employment or Volunteer Activity](#), to their supervisor for review.

Once the review is complete, notification is sent to the supervisor, who is responsible for ensuring the employee is informed of the decision.

Action Required: If you are currently working or volunteering outside of HHS and have not previously submitted Form HR0302, you must submit the form no later than **Friday, February 27th**.

After February 27th, Human Resources will begin verifying employee compliance with the [HHS Off-Duty and Outside Employment or Activity policy](#). Employees who do not have the required forms on file at the conclusion of this review may be subject to corrective or disciplinary action.

The HR0302 form is also available on the AbSSLC Share Directory.

Have you tried out the new Crosswalk by the (**World Famous**) 5th Street Diner? Push the button to cross!



Shout Outs!

Shout Out to the **Switchboard staff** and **Brandy DeLaCruz!**. The **ladies on the 2-10 shift** are our saviors sometimes and a great support for us. They are well informed, knowledgeable and care about getting all the information correctly that comes through. Brandy, we have noticed that you have helped the switchboard in such a positive way and have trained and developed everyone into something great.

I want to give a shout out to my boss, **Ted Wagner**. He is great to work for and with. He is very gracious when it comes to giving grace when the workers don't get everything just right. Whenever someone messes up, he has simply says, "No worries, it is something we can fix." He has often reminded us that no one gets it right 100% of the time and for us to not dwell on our mistakes. He then makes sure that the person understands what they should have done differently and moves on. That is the reason I would like to extend this shout out to Mr. Wagner.

LEADERSHIP ASPIRATION COURSE

Spring 2026 Semester

(formerly Tier II Leadership Development)



APPLICATIONS ACCEPTED:

Monday, February 9th thru Sunday, February 22nd, 2026

WHO SHOULD APPLY:

The course seeks to reinforce leaders interested in increased levels of responsibility. Graduates of Leadership Foundation (formerly Tier I) and mid-level department personnel from all AbSSLC departments are encouraged to apply. It is not a requirement to supervise staff in order to apply to the course.

WHAT SHOULD YOU EXPECT:

Leadership Aspiration consists of assigned readings, assessments, team activities, classroom sessions, and presentations. The course is designed to enhance your leadership skills to further prepare you for increasingly responsible roles at AbSSLC or other state positions. 20+ instructors help us to help you succeed.

WHEN:

The Leadership Aspiration course will meet over five (5) sessions beginning Wednesday, March 4th. Remaining sessions held on Tuesdays, with scheduled breaks.

Interested staff may apply @

<https://forms.office.com/r/FNaSXXUEm1>

Selected candidates will be notified by February 25, 2026

Life Safety Code Tip of the Week



Doors that are equipped with door closers are operating/closing properly, **latch fully**, and are not blocked or prevented from closing.

Shout Out Abilene!

We want to hear from you! Have a **suggestion** on how to make Abilene SSLC the best place ever to live & work? Have a **concern** to express? Want to **recognize someone** for their amazing work? **Shout Out and let us know!**



You can also **email** your Shout Out to jeff.goza@hhs.texas.gov or **text** it to 325.370.4525!