



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 March 2<sup>nd</sup>, 2026

## Employee of the Month!

The employee of the month for March 2026 is ...

# Jane Whalen

Accounting

Stay tuned to next week's newsletter to learn more about Jane and the work she does for those that live & work at AbSSLC.

## Congratulations Jane!



Thursday, March 5th  
2:15pm  
AbSSLC Chapel

## Phone Repairs

All phone issues (doesn't work, needs to be moved, etc.) **must** be submitted using the



[AbSSLC Phone Repair Request](#) form found on the Share drive.

Please do not submit a ticket directly to NWN (using the Remedy system) for phones – we will look at the issue first and then submit a ticket if needed.

And speaking of Phones ...

We are a business so answering the phone should reflect that - not "Hey", "Hello" or "What do you want". Give the home or department and your name. "6360 1<sup>st</sup> Street, this is Jeff" or "FCT&D, this is Barbara"

When leaving a message, you should include your phone number and/or extension. Speak clearly. Slow down and speak calmly.

## Employee Donated Sick Leave

HHSC allows employees to donate sick time to other staff who are in need and have exhausted all of their own sick time. The donated time goes to the designated employee and cannot be returned to the person who donated it, even if it's not all used.

Policy is very clear that an employee cannot **ask** another employee to donate this time – it must be offered freely by someone that is willing to give it. An employee is also not allowed to have someone ask for them ("Sue, can you ask Bill if he will donate me some of his time") nor advertise they are needing time on Social Media or any other means.

**Violation of this policy (asking for time in some manner) is considered very serious and can lead to significant consequences, up to and including termination.**

Please contact your supervisor if you have any questions regarding this.

See Something – Say Something – Do Something

## New Designated Driver Cards

New Designated Driver Cards go into effect today, 03/02/26  
Only the **white** card will be accepted for entry

# Shout Outs!

I would like to give **Cliff** in Motor Pool a Shout Out for the excellent work and his knowledge working on our maintenance trucks and on top of this, his attitude! THANKS!

Shout out to the **6450 Plum Team!** I want to thank each of you for your attentiveness and contribution in helping to get a much needed medical test for one of the ladies served at the home. I had made a note on the DSP Log sheet explaining the importance of this task and you made it happen! You cannot imagine how much I respect and admire the care and dedication you provide to the Individuals. You handle your responsibilities effectively. I'm grateful to be part of your Team!

I would like to give a huge shoutout **to all the staff, especially the DSPs,** that have pulled so much over time. Thank you for caring enough to stay while you have family at home that need you as well. You are heroes in my book and deserve a huge shoutout and MORE. THANK YOU SO MUCH!

A huge Shout Out to staff recently involved in a medical crisis while returning from a trip to a Dallas area hospital. During the trip, the Individual started having respiratory issues. **MJ Adkins, RN** realized she was in distress and with the help of Transportation Drivers **Ruben Medrano** and **Cliff Hooker** and DSP staff member **Erna Smedley** they quickly arranged for 911 to meet them and transport to a hospital in Weatherford. The fast recognition of the medical problem and their actions made the difference!

## Abilene makes the Friday Photos!

### ABILENE SSLC



A recent celebration recognized the graduates of the Tier I Leadership Class.

Front row (left to right): Alfonzo Calderon, Sandra "Camille" Anderson, Kaliegh Johnson, Jaydon Agans (Dyess), Peter Bezeck (Dyess), Jennifer "Annie" Chavez, Jonathan Jiminez, Colin Dawsey

Back row (left to right): Andrew Ruvalcaba, Victoria Walker, Brooke McQuay, Bobby Caskey, Brandie Osborn, Alexis Behnsch, Ricky Bradford, John Bradley (Dyess), Blake O'Donald



## Life Safety Code Tip of the Week

All staff – including float staff – must have **immediate access** to Fire Alarm Panels, Fire Extinguishers and AEDs. If behind a locked door, **all staff** must have a key.

## 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](mailto:jeff.goza@hhs.texas.gov) or text it to 325.370.4525!