



# CAMPUS CONNECTIONS

## EMPLOYEE NEWSLETTER

Issue 2

FEBRUARY 2022

Vol. 2

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Dear Staff,

On May 14, 2020, I wrote a letter of gratitude to all of you for the “tender mercy” you provide to each of our residents on a daily basis. The letter was 3 months into the most horrific virus we have ever known. Now we are on the cusp of a 2-year life-altering pandemic that finally promises some relief in sight.

In the beginning and throughout this health crisis, we identified you as heroes. And today more than ever, you remain our heroes as you stayed the course and brought our very deserving community of special humans with special needs your steadfast, compassionate care. Your dedication and devotion have been exemplary. Blessed are you.

May I share with you some of Pope Francis’ modern-day beatitudes and a few of my own in honor of you:

- Blessed are those who look into the eyes of the abandoned and marginalized and show them their closeness. **Blessed are you who embrace our residents providing them with dignity and grace.**
- Blessed are those who see God in every person and strive to make others also discover him. **Blessed are you who remain faithful to our core values.**
- Blessed are those who protect and care for our common home. **Blessed are you who are loving care caregivers as well as matriarchs or patriarchs in your own homes.**
- Blessed are those who renounce their own comfort in order to help others. **Blessed are you who have worked tirelessly through Covid-19, willing to quarantine from your own family to care for your Misericordia Family.**
- Blessed are those who pray and work for full communion between all people. **Blessed are those who welcome a diverse community and live out those principles.**
- Blessed are those who mourn for they will be comforted. **Blessed are you who grieve the loss of residents who have been called home to God.**
- Blessed are those who are chosen to lead us **with special gratitude to Sister Rosemary, Fr. Jack and all of our Directors and Supervisors who guide us in all that we are called to do.**
- Blessed are the merciful for they will be shown Mercy. **Blessed are you dear staff who continue to share the “tender mercy” in your own role, whatever that role may be to our residents and volunteers and to all who touch our lives at Misericordia.**

Once again, I wish you all sincere gratitude and heartfelt appreciation for the gift you are at Misericordia. You are beyond sacred in service to those in need.

With a grateful heart,  
Lois Gates



# EMPLOYEE WELLNESS

## POOL & FITNESS REOPENING



**Pictured L to R:** John C of Marian Center, Staff Jason B from Day Services, Alex N of Mercy Glen, Staff Mary Ann Z, and Cortney K of McGowan

Fitness opens again Sunday, February 13th, and the pool will open Sunday, February 21st for all staff and residents. Staff IDs will now work to access the Moore Center during open hours from the Norkett door.

## FEBRUARY 13TH & FEBRUARY 14TH SPIRIT DAYS



- **SUNDAY, 2/13** - WEAR YOUR FAVORITE SPORTS JERSEY OR T-SHIRT



- **MONDAY, 2/14** - RED OR HEART-THEMED CLOTHING

## DID YOU GET A VACCINE BOOSTER? BE SURE TO SUBMIT A COPY TO HUMAN RESOURCES!

If you have yet to receive the booster, [click here](#) to find clinics in your area. See page 4 to read about Misericordia's booster clinic.

## EMPLOYEE ASSISTANCE PROGRAMS (EAP)

Did you know that Misericordia offers free resources to you and your household through our Employee Assistance Programs (EAP)? EAP support is available 24/7, 365 days/year. Whether you are enrolled or not enrolled in a Misericordia Medical Plan, you can access EAP services. [Click here](#) to learn about how EAP can help you!

## PREVENTATIVE CARE

Maintaining personal wellness and preventing illness is a key component to feeling good and planning for a healthy future. Because of that, we want you to know that whether you are enrolled in a Misericordia-sponsored plan or another ACA (Affordable Care Act) compliant plan, there are specific preventive care visits that are covered at 100%.

Annual wellness exams are available to all enrolled members regardless of gender or age. Other preventive care is offered for free but is subject to meeting gender and age requirements. To view the Preventative Care Summary, [click here](#).



# DIVERSITY AND INCLUSION

## LOCAL BUSINESSES FROM AROUND THE GLOBE

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### SUGA COATED SWEET SHOPPE

Located in Evanston, this black-owned sweet shop specializes in custom treats and offers safe, curbside pickup! [Click here](#) to visit their Facebook page, and [click here](#) to find more details on their website.

### SILVER ROOM

1506 E 53rd St, Chicago, IL 60615

With everything from apparel, apothecary, and gifts, at the Silver Room, you can always find something cute at this place. It is also great place to go if you are looking for a gift that is unique as well.

### MY BLOCK, MY HOOD, MY CITY

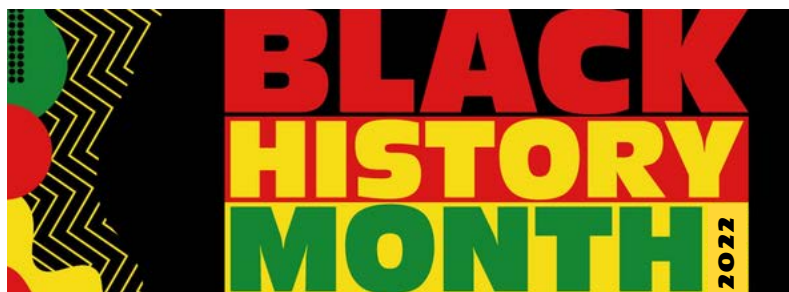
Founded by community activist, Jamhal Cole, a non-profit organization that provides youth programs and neighborhood volunteer services across the city of Chicago. [Click here](#) to learn more.

### SIP & SAVOR

With locations in Bronzeville, Hyde Park, and Rosenwald, and Matteson, they offer a relaxing atmosphere to go along with their great coffee. The Caramel Royale Latte is highly recommended!

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**Send us a tip!** If you have recommendations for any local minority and women-owned businesses that Misericordia should know about, [click here](#) and tell us about their goods and services. We may highlight your suggestion in future issues of Campus Connections!



As mentioned in our previous update, Campus Connections is excited to recognize Black History Month, a time intended to honor the contributions of Black citizens who have made historic and impactful contributions to American life and society at large. **Misericordia's Diversity and Inclusion Committee has curated an index of Black History Month resources on the web that we invite everyone to check out by clicking the underlined text below.** Additionally, if you have a book, podcast, other media, or a personal story related to Black History Month that you would like to share that aligns with our Community of Believers values, [email us](#) and we may include it in Campus Connections.

### TO LEARN ABOUT HISTORICAL AND CONTEMPORARY MOVEMENTS, ACHIEVEMENTS, AND FIGURES:

- [Asalh.org](#) - The official website for the Association for the Study of African American Life and History (ASALH), find out the history of this national observance and check out different BHM themes over years. The theme for 2022 is Black Health & Wellness
- [Google.com](#) - In collaboration with national museums and institutes, visit Google's Arts and Culture page to explore art and history in the virtual Black History museum
- [History.com](#) - Find articles, biographies, and videos to learn about events and prominent Black voices throughout American history
- [Historymakers.com](#) - Operated in Chicago, browse their digital directory of interviews with famous and lesser-known Black creators, innovators, civil rights leaders in the city and across the nation

### VIRTUAL AND IN-PERSON EVENTS:

- [Chicagoparkdistrict.com](#) - Chicago parks are offering events across the city, along with a number of activity videos that you can enjoy at home
- [Fieldmuseum.org](#) - Celebrate with online events and stories about African Americans' contributions to science and museums

**For a list of more local events, businesses, and sights to see throughout Black History Month, [click here](#) to read a comprehensive guide, courtesy of Choose Chicago.**



# HR AND STAFF DEVELOPMENT

## PHI TECHNIQUES TO HELP YOU MANAGE TIME MEANINGFULLY

In PHI training sessions, we often talk about the challenge of time. It takes time to build strong relationships at work. It takes time to talk through a difficult situation respectfully. It takes time to fully understand the complexity of an event so you can act on your best judgment. Most of us are eager to solve problems quickly and move on to the next challenge.

But much of PHI training focuses on forming new habits. And the habits don't have to be big, time-consuming changes! In fact, small steps, quick "micro-practices" often work faster and easier than trying to make a big shift. Simply slowing down to take a deep breath before responding can help. Take a moment to notice how you are feeling – have you been triggered by a tone of voice? Are you feeling tired? Hungry? Anxious? Putting a name on the feeling will move you from "reacting" to "responding."

Research shows that it helps to "pair" these positive self-awareness habits with another activity that you do every day. Look for opportunities to practice daily. For example, what if every time you used hand sanitizer on a shift you did a mental check-in? In the few seconds it takes to log in to Awards, what if you thought of something you are grateful for that day? After swiping in while walking to your department, use this time for some deep breathing exercises!

Small habits can lead to big changes in your own outlook at work!



## WORKFORCE NOW

**ADP is your 24/7-access portal for common HR inquiries and notices, so be sure your contact information (addresses, phone numbers, etc.) is up-to-date so you can receive timely information pertaining to Misericordia and you!**

## VACCINE & BOOSTER MANDATE FOR LONG-TERM CARE FACILITY WORKERS

Beginning March 15, 2022, Health Care Workers at skilled nursing and intermediate care facilities licensed under the Nursing Home Care Act, facilities licensed under the ID/DD Community Care Act, and facilities licensed under the MC/DD Act, must be up-to-date on COVID-19 vaccinations in order to be considered fully vaccinated against COVID-19. An individual is considered "up to date" on COVID-19 vaccinations when they have received all CDC-recommended COVID-19 vaccines, including any booster dose(s) when eligible. **We anticipate that this will impact Misericordia and as a result, we have secured February 22 from 7AM - 4PM.** Details to follow.

[Click here](#) to read more on Illinois.gov.

## FEBRUARY APPRECIATIONS

This month we would like to give a special thanks by acknowledging the work done by the following departments:

- Resource & Recreation
- Pool & Fitness
- Therapy
- Ministry
- Community outreach

Stay tuned for upcoming Campus Connections to see how we honored them! To find out when your department will be acknowledged, [click here](#) to view our Annual Appreciation calendar



# CREATING OPPORTUNITIES

## WINTER'S FIT FOR SUCCESS TIER 1 IS IN FULL SWING



**Pictured:** Participants of FFS Tier 1 meeting virtually

Tier One of Fit for Success is in full swing! Thirteen participants from across campus have been meeting for the past 3 weeks. For the first time, Fit for Success is "gathering" via Teams because of campus restrictions. We've adapted, adjusted, and still managed to have quality discussions around critical topics such as perspective, identity, and communication skills...all on the screen! We're grateful for the opportunity to gather together – even "virtually" - to work on skills that will benefit our teams and most importantly, the care we deliver to the residents.

Current participants in FFS Tier 1 include: Tracey Nolan (Marian Center), Bellone Ndakebuka (Marian Center), Alejandro Estrada (Marian Center), Betsy Hermance (Village), David Mosley(Village), Mike Faught (CILA), Svetla Panagonova (CILA), Nancy Kremer (HR), Felisa Arias (McAuley), Angel Granados (Quinlan), Leo Montgomery (Quinlan), Gretchen Gantner (CDS), and Warda Hamdane (CDS).

Watch future newsletters for more information about Tier 2 of Fit for Success: Essential Skills for Teamwork coming this spring!



*Make a referral and earn up to \$1000!*

*Who?*

Full time and Part time employees (outside of senior management, HR or hiring managers/supervisors) can refer someone Misericordia – just ask them to apply.

*What?*

A successful referral can result in you earning up to \$1000 over the course of the first year of employment for the referred employee – as long as YOU are in good standing.

*When?*

You can make referrals any day of the week.

*Where?*

You can find the referral form and further details on ADP or stop by HR

*Why?*

**Why not?** Successful referrals result in successful hires, with great staff joining your team. This is a **Win Win** for everyone!

[CLICK HERE TO ENLARGE](#)

## YOU CAN ADVANCE IN YOUR CAREER AT MISERICORDIA WITHOUT A DEGREE

There are a number of positions at Misericordia that employees can be promoted to without having a degree, including:

- Environmental Coordinator
- Residential Manager
- Shift Leader
- Registered Behavior Technician (RBT)
- Manager
- Supervisor (Residential)
- Supervisor (CDS)
- CDS Trainer
- Lead Job Coach

If you are interested in learning about these positions and building the needed skill sets, we encourage you to join **FIT FOR SUCCESS!** Stay tuned to find out about future classes!



# INFORMATION TECHNOLOGY

## EMAIL NAME CHANGES, SIGNATURES, AND PRONOUNS

The IT Department aims to help all employees set up email accounts and signatures that display their preferred names and pronouns. To ensure our system respectfully identifies everyone, we have taken the following steps:

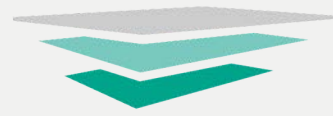
- Asking new hires their preferred names so we can set up accounts that match their preference
- Updating our process for helping existing employees change their names
- Providing the option to create email signatures that include an employee's preferred pronouns

For instructions on how to fill out these forms, [click here](#) and [here](#).

## PHONE SYSTEM UPGRADE

Hallway and courtesy phones in McAuley are currently being set up, while the second phase of our phone upgrades will start with Conway, Holbrook, HR, and PEP, in that order. We continue to thank everyone for their patience.

FOOTHOLD  
TECHNOLOGY



## MCAULEY AND MARIAN CENTER WILL BEGIN USING AWARDS IN MARCH!

If you are currently using AWARDS in your area and have questions or issues, please refer to [this guide](#) or contact the IT help desk at x4521.

## DID YOU KNOW YOU CAN ACCESS OUR DIRECTORY OF CAMPUS EXTENSIONS, RIGHT AT YOUR FINGERTIPS?

[Click here](#) to visit and bookmark Misericordia's online phone directory. **Please note:** some names and extensions have yet to be updated.

**SAVE THE DATE**

**APRIL 6TH**

**STAFF RECOGNITION DINNER**

**ALL STAFF CELEBRATING 10 YEARS OR MORE,  
OR HITTING THEIR 10TH YEAR IN 2022  
WILL BE INVITED!**

**CAMPUS CONNECTIONS**



# DAY SERVICES

## HIGHLIGHTS FROM DAY SERVICES



**Pictured:** Residents from Walsh, Maxwell, Houlihan, Shannon, Kaperl, Mc Nerney, and McAuley

As the Day Services (CDS/DT) Team continues to support the needs of our campus residentially, our Day Services Instructors and Trainers have offered fun activities for the winter weather, as well as in honor of cultural observances and celebrations like the Chinese New Year and Black History Month.

Be sure to check out the recipe in the next column, which was prepared by the men of Walsh Home, in memory of MLK's second favor dessert (behind Pecan Pie): Peach Cobbler!

### THE WALSH HOME'S 3 INGREDIENT PEACH COBBLER

Courtesy of recipeboy.com

**PREP TIME**  
10 mins

**COOK TIME**  
50 mins

#### INGREDIENTS

- One 15.25-ounce box yellow cake mix
- Two 15.25-ounce cans sliced peaches in light syrup
- 1/2 cup (1 stick) butter, melted
- 1 tablespoon sugar + 1/4 teaspoon cinnamon (optional)

#### INSTRUCTIONS

- Preheat the oven to 350 degrees F. Spray a rectangular baking dish with nonstick spray (the one we used was slightly smaller than 9x13, but you can use 9x13 if that's what you have).
- Sprinkle half of the dry cake mix into your prepared dish. Then pour both cans of peaches (with the syrup) on top of the cake mix. Use a spoon to stir the peaches and syrup into the cake mix a little bit. Then sprinkle the rest of the cake mix on top and stir again. Drizzle the melted butter evenly over the top. Add the optional cinnamon/sugar on top, if using.
- Bake for 45 to 50 minutes, or until nice and golden brown on top. Serve warm with scoops of vanilla ice cream (if desired). Leftovers are also good at room temperature!

### BLACK HISTORY MONTH WITH KNOWLEDGE OWL

In honor of Black History Month, take some time to learn about the beautiful tradition of church hat or church crown. This activity will take you through a brief history of church hats and how they came to be known as crowns. Then you will be asked to design a church hat of your own! [Click here](#) for details. If you want to learn more about Knowledge Owl contact [Nora Turgeon](#) or [Lukas Willis](#) to set up an in-service.

## CAMPUS CONNECTIONS



## UNDERSTANDING CATHOLIC IDENTITY



Founded in 1917, Catholic Charities of the Archdiocese of Chicago is the largest in a nationwide network of faith-based social service providers. With a **list** of services that include adoption, maternity and pregnancy, housing, and youth mentoring, the Catholic Charities fulfills the Church's role in the mission of charity to anyone in need by providing compassionate, competent and professional services that strengthen and support individuals, families and communities based on the value and dignity of human life. **[Click here](#)** to visit their website.



***JOIN MISERICORDIA IN  
THE 2022 BANK OF  
AMERICA CHICAGO  
MARATHON***

**Pictured:** Misericordia's 2021 Heartracers Team.

Misericordia is proud to be a charity partner for the 2022 Bank of America Chicago Marathon. Scheduled for Sunday, October 9, 2022, don't miss your opportunity to be guaranteed a spot in the Chicago Marathon and go the extra mile for Misericordia!

Runners commit to raising \$1,250 if registered before November 30, 2021; \$1,750 after November 30, 2021.

Choose Misericordia as your charity and be a part of the Heartracers! Our team grows bigger every year and is up to 75 runners – and the amount of funds they have raised over the years tops more than \$1.2 million!

If you are interested in joining the team or need additional information, please contact Martha Floberg, Development Officer at 773-273-4125 or at **[marthaf@misericordia.com](mailto:marthaf@misericordia.com)**

**CAMPUS CONNECTIONS**



# DEPARTMENT SPOTLIGHT

Campus Security works around the clock to ensure that Misericordia is safe for all residents and staff. This department includes a mix of recently-hired personnel and security staff who have served at Misericordia for over 20 years. Our community is incredibly grateful for the work that they do!



**Johnny Williams**

- Enjoys listening to music
- Likes taking long family trips
- Dedicated worker



**George Jackson**

- Listens to a variety of music
- Movie buff
- Avid reader of fiction novels



**John Volz**

- Likes to make coworkers laugh
- Enjoys baking banana bread with grandkids
- Loves his pet dogs and cats



**Eric Greg**

- Loves all sports
- Favorite teams are the Bulls, Bears, and Sox
- Big fan of comedy



**George Tonyi**

- Was once an International Table Tennis player
- An artists who paints everything he sees



**Joseph Hallom Jr**

- Favorite sports teams include the Bulls and Bears
- Big wrestling fan
- Enjoys cooking



**Samanta Vera**

- Comedy lover
- Cherishes spending time with her kids
- Big fan of shopping



**Arturo Magpayo**

- Bigtime sports spectator
- Loves watching movies
- Likes biking during the summertime



**Bryant King**

- Approaching his first year at Misericordia and on the security team this April



**February 12-21**  
McCormick Place

[ChicagoAutoShow.com](http://ChicagoAutoShow.com)

## #MISERICORDIASTRONG TICKETS RAFFLE

THANKS TO A GENEROUS DONATION, MISERICORDIA WILL HOLD A RAFFLE FOR AUTO SHOW TICKETS!

EMAIL [GIVEAWAY@MISERICORDIA.COM](mailto:GIVEAWAY@MISERICORDIA.COM) BY MONDAY, FEBRUARY 14TH FOR A CHANCE TO WIN!



# MONTHLY RECOGNITIONS

## TEAM RECOGNITION HARTEMAYER AM STAFF



This month we're shouting out Quinlan's Hartemayer AM crew for our Team Recognition. Staff member Carolyn S writes, "I would like to acknowledge my team in Hartemayer for being so great to work with! What makes our team great is how we help each other out. I also think that we have a great attendance record. It also helps that we also have a great sense of humor which gets us through the days."



The Misericordia community thanks Hartemayer for exemplifying responsibility and connection, by working together and providing quality care for our residents.

**Pictured top to bottom:** Brandon, Daniel, Carolyn, Matt Latrice, Johnnie, Phillip,

## CONGRATULATIONS FOURTH QUARTER PROMOTIONS



**Hal Martinez**

former Direct Service Professional (DSP) at Day Services\* Conway, now Day Services Instructor at Conway



**Afreen Saddiqui**

former Licensed Practical Nurse (LPN) at McAuley, now Registered Nurse (RN) at McAuley



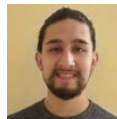
**Sarah Powills**

former Social Service Coordinator, now Director of Staff Development



**Jae Shin**

former Qualified Intellectual Disabilities Professional (QIDP), now QIDP/Relief Supervisor in the CILAs



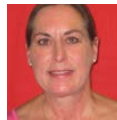
**Alejandro Padilla**

former DSP at Day Services, now Day Services Trainer



**Seth Christianson**

former baker in the Bakery, now Bakery Supervisor in the Bakery



**Leisa Hancock**

former Bakery Packaging Staff, now Bakery Assistant Manager in the Bakery

\*Day Services includes Developmental Training (DT) and Community Day Services (CDS). [Click here](#) to view the 4th Quarter Promotions poster.

## NOMINATE YOUR TEAM FOR MISERICORDIA'S TEAM RECOGNITION

**Do you and your coworkers exhibit excellent teamwork and dedication to the mission of Misericordia?**

**Does your team demonstrate any of the five Community of Believers Values?:**

- Quality of Life
- Connection
- Responsibility
- Spirituality
- Diversity & Inclusion

Then [click here](#) to nominate your team!

**Please note:** Nominations must be approved by an area director before being recognized

## WELCOME NEW RESIDENTIAL AND CDS STAFF



**Ashley Gooden** (Rosemary Connelly); **Catherine Hattendorf** (Day Services); **Georganne Michael** (Village); **Grace Losaladjome** (Rosemary Connelly); **Javier Melisio** (McAuley); **Tanesha Baldarez** (Mercy Glen); **Cristian Sosa** (Village); **Kamera (Affy) Diouck** (Rosemary Connelly); **Moses Morley-Coker** (Day Services-McAuley); **Nadine Uwase** (McAuley); **Nicole Williams** (Marian Center); **Rebecca Poindexter** (Village); **Valerie Gonder** (CILA)

## CAMPUS CONNECTIONS



# MONTHLY RECOGNITIONS

## FEBRUARY ANNIVERSARIES

- 51 Lois Gates
- 38 John O'Brien
- 31 Nadine Downs
- 27 Melissa Cooper, Charlene Nunn-Tucker
- 26 Carolyn Sheehan
- 24 Lynette Coleman-Eaton, Johnny Williams, Adrienne Carter, Berthina Smith
- 23 Jessica Potas-Biewer
- 22 Shereese Schaeffer
- 21 Yvonne Jordan
- 20 Lorletha Eggleston, Judith Cavada
- 19 Redith M. Adraneda, Laura Goschy
- 18 Mirsada Gutosic
- 17 Rita Alviar, Cristina Roman Martinez
- 16 Easa Smith, Ryan Rio
- 14 Rosa Pacheco, Ana Roman
- 13 Cathy Williams
- 12 Stephanie Catain, Azra Colpa, Ashley Meeker
- 11 Michael Baldwin, Nicholas Paulin, Victor Ramos
- 10 Angela Brown, Daniel Driscoll, Sara Mulloy, Antoinette Oden, Darnika Scott
- 9 Valerie Campbell-James, Stephanie Tagle
- 8 Kenita Christmas, Jason Black, Raymond Mayol, Teranikia Wade
- 7 Jena Cahill, George Field, Maricela Guzman
- 6 Shinobu Nomura, Kevin McCartan, Henry Enriquez, Liam O'Donnell, Kristen Rice, Shannon Vidra, Gregory Wagner
- 5 Jeremy Hill, Katherine Alexander, Laera Benard, Shermaine Casimiro, Robert Cruz, Mary Givens, Adam Herges, Loveth Igboanugo, Lizbeth Juarez, Monika Marek, Jillian Victorn, Shenika Walters, Alecia Young
- 4 Briana Fisher, Afreen Siddiqui, Joyce Phiri, Monica Taylor
- 3 Raquia Tyler, Joana Aleman Delgado, Michelle Campos, Mulu Dema, Adam Holloway, Patrick McKenna, Thomas McManus, Tychina Moore, Lea Weiner
- 2 Schamika Hampton, Maricruz Avila, LaKenya Brown, LaKeelah Clark, Nicole Donahue, Amy Johnston, Miles Lindholtz, Imran Ismail Makani, David Mosley, Olabanji Salaudeen, Noah Styer, George Tonyi, Tsehayens Tsegaye, Jeremy Wyatt, Hyacynth Salazar,
- 1 Dannielle Geronimo, Sierra Griffith, Allyce Hill, Robin Kass, Kierra Kyser, Devin Winn, William Bledsoe, Kyrvy Diansay, Violeta Kloster, Mario Clara, Rozeeya Mohamad Yusuff Khan

## STAFF SPOTLIGHTS



Posted on Facebook, **Staff Spotlights** acknowledge and celebrate the hard work and uniqueness of the individuals who help make us #MisericordiaStrong. Check out our latest:

**Shantie Harris** - Community Day Services Instructor

**Cyndi Baldwin** - Community Day Services Instructor

**Click the links above to read about them.** You can also scroll the Misericordia **Facebook** page to see our previous Spotlights.

## IT PAYS TO STAY IN THE KNOW WITH CAMPUS CONNECTIONS

**BLACKHAWKS TICKETS**  
**RAFFLE WINNER**

FEB 18TH @ 7:30P

VS THE DALLAS STARS

Congratulations to **Erin Clark** (McAuley Nursing) on winning two Chicago Blackhawks tickets (section 330, row 9) in our latest campus-wide raffle!

Be sure to keep reading, and spread the word to your colleagues about checking Campus Connections each week to stay informed!

Stay tuned for weekly **Campus Connections** updates sent via email. You can also find previous issues of **Campus Connections** in ADP and **here** on our website. If you have any questions or feedback for us, send your messages **here**! Be sure to include your name, work area, and an email we can use to contact you!