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*Information, Referral, Education, Supported Employment and
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November 2020

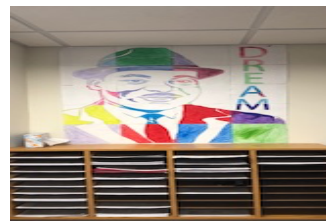
Hello All,

First, I would like to thank all of you for what you have done since March. This has been a new reality for all of us, in both our work and lives due to Covid-19. We applaud all of you, as we know how difficult it has been and still is.

I know our newsletter has fallen short this year. Prior to reopening on June 8th for those who work, I sent out information via email. As I hear every day, this has been quite a year and we are all unclear as to what will happen next. Here at ASA we are doing what we can to provide a multitude of services at the same time, while trying to get you all the information and communicate with you on a weekly basis as well. We plan to get through this year and the pandemic successfully.

This year in our lives, through all the media, rallies, marches and protests, emphasis on our understanding of equality and equity has been another highlight for us. For some of us they have meant the same thing. However, they are not interchangeable. In the dictionary equitable is defined as “dealing fairly and equally with all concerned” and equal as “of the same measure, quantity amount, or number as another.”

Here at ASA, our goal is to have a diverse and inclusive workplace/setting. All members of our team are equally involved and supported, which allows us to be a successful organization. This brings trust to our employees, families, stakeholders, and to the people we serve.



Communication and Free Speech impacts us all and we all need to reflect and recognize how it will impact our lives and organizations.

Since March, ASA's team has had to learn how to provide services and how to increase communication with families, residential providers and other stakeholders.

With the help of our amazing management and staff, we developed a Virtual Program. We started off slowly so we could learn how to deliver virtual services. Now we have 4.5 hours of active curricula a day. We have classes that promote being fit; physical exercises, yoga, Zumba, drum dance, nutrition, money management, socialization and relaxations. We have developed safety curriculum, human rights, COVID-19 trainings, emotional expression and much, much more.



We worked with the Department of Developmental Services to determine who was in need of technological devices, and we sent our “IT Guy” to train families on how to

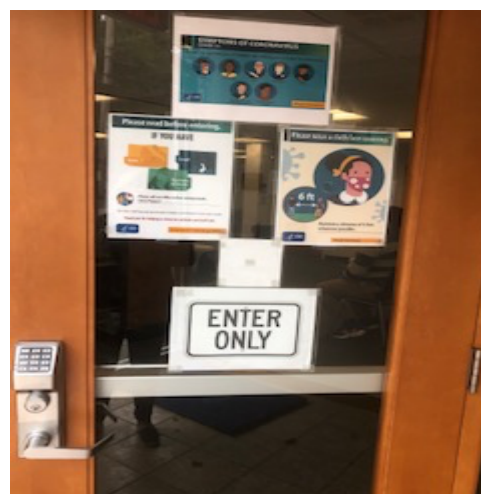
access and use Zoom. He developed “Cheat Sheets” for Kindles, IPADS, and laptops! Thank You Andrew Malone!

In April, May, and June some of us got together and began visiting all of our members. With Ken Williams, Chris Starnes and Andrew Malone’s coordination of routes, we were able to do much drive by/parades. I enjoyed working closely with staff. We became more of a team and all looked forward to seeing as many members as we could arrange. We hope to do this for those who have not been able to rejoin us in person to this point.



In June, I brought all my staff back and training began on how to safeguard everyone at ASA during the pandemic. We worked together in changing our environments to maintain 6 feet for social distancing, put up germ barriers, developed protocols for cleaning and hanging signs. We developed videos for training and are on YouTube. This was for training our members and for new referrals to virtually tour our facilities. If you have not had the chance to preview them, here is the link.

<https://www.youtube.com/playlist?list=PL2qaFwmgxOr42nfV7ESdSQ1Bv0kzoINHQ>

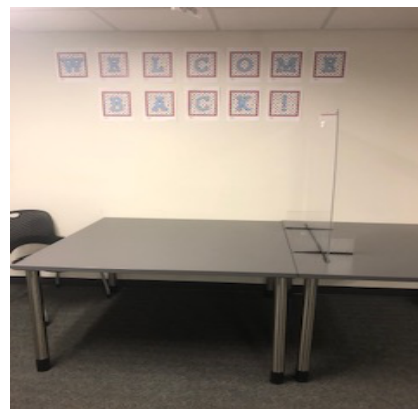


Our Job Developer Shawn Shepherd, helped me organize a restart of our employment and we had 10 individuals return to their respective jobs starting June 8. What an accomplishment! All members of the team made this happen (families and residential providers). Employers welcomed them with open arms and took a long breath. We are currently working on enabling remaining members to return to their jobs when their employers reopen. Shawn also developed employment curriculum and is in the process of developing new jobs. He has been a welcome jump start to his new position and an employee who has put in more than 100%.

On July 29, we began our in person services and transportation again. We are limited by the state to have a maximum of two individuals in each of our vehicles to maintain social distancing. Again we started off slowly. In Waltham we started providing in person services to 13 individuals for both Community and Employment programs. Currently we are providing in person services to 20 individuals full or part time.

In Wellesley, we started with 12 individuals with Community and Employment services. On August 10, 2020 seven Day Habilitation members began in-person services. Currently in Wellesley, we are providing in-person services to 22 individuals full or part time.

We continue to call weekly, provide virtual programs, attend ISP meetings, and various other tasks.





I Know this year has been a struggle for all of us, but we have made it this far and hopefully the Vaccine will help us all get back to a more normal life. We missed our annual meeting and we have several milestones that should be recognized.

- **Don M. celebrated 30 years with Shaw's Super Market**
- **Chuck celebrated 22 years with Shaw's Super Market**
- **Don M 5 years with Market Basket**
- **David H. 5 Years with Market Basket**
- **David R 5 years with TJ Max**

We have several Coaches who have been with ASA 5 years:

- **Gabriel Z**
- **George D**
- **Ramone R**


Our Business Manager celebrated 5 years with us and Shawn Shepherd our Job Developer also celebrated 5 years.

Andrew Malone just this September hit the 20-year mark.

Joel Smith continues to be a valuable member of our team celebrated 30 years October 2019

Sheela Smith also celebrated 30 years September 2019

We purchased the Wellesley building December 21, 2009. We celebrated 20 years of having our Wellesley "home" in December 2019! We were hoping to do renovations this past summer. However, our goal is to complete this in the coming year.

You know that we purchased the property  in Waltham and have been successful in our first year of operation, even with the pandemic.

We are continuing to receive referrals from the Greater Boston Office and Newton South Norfolk and 3 individuals have started since March. We are hoping to have another person start this November, and another January 4, 2021.

We also participated in voting for a president! What a year!

We are blessed and thankful to have all you as part of our team and to have all your support.

Please join our virtual programs and keep in touch with us.

If you have any ideas for employment, volunteer, or activities please let me know.

Again, thank you from all of us at ASA for your support.

Also, thank you for your donations and contributions! We dearly need your help during this trying and difficult period, in order to keep and continue our services for those we care for.

As we are not able to our annual Thanksgiving, I would like to wish all of you a happy, Healthy and Safe Thanksgiving.

Sincerely,

Sheela Smith, Executive Director.



