

## President's Message

Dear Members,

Thank goodness some nice weather is finally here.....March is one of my favorite months for a couple of reasons. Not only is it the month in which we celebrate St. Patrick's Day, which being the Irish lass that I am, is one of my favorite holidays, but it is also the month that N.A.W.I.C. celebrates WIC week.

I am hoping to see all of you at the events that Lauren has planned for WIC week, starting with our meeting on March 8<sup>th</sup>, which is sure to get the week started off on the right foot. Board Members, don't forget that we are meeting prior to the member meeting.

Keep your enthusiasm up for April as the Baltimore Chapter hosts the Region 1 Forum in Annapolis, Maryland. I am hoping to have a great showing from our chapter. It's a great way to network and learn and share with our sisters throughout the region. This year our national president will be a guest at Region 1 Forum.

Also be sure to save the date for Industry Appreciation Night on Tuesday, May 10<sup>th</sup>. Invite people in the industry, your bosses, colleagues and family members to join us as we say thank you for their support. Please contact committee chair, Janet Killian and ask her what you can do to help.

Please keep Linda Siano in your thoughts and prayers as she is at home and resting after her surgery.

Hope to see everyone next Tuesday and don't forget to bring a guest or two!

I leave you with this Irish Blessing:

### ***A Wish for a Friend***

*"Wishing you a rainbow  
For sunlight after showers—  
Miles and miles of Irish smiles  
For golden happy hours—  
Shamrocks at your doorway  
For luck and laughter too,  
And a host of friends that never ends  
Each day your whole life through"*

Respectfully,

***Cheryl Fearn***

Chapter 96 Website [www.nawicde.org](http://www.nawicde.org)

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## Chapter 96 Board News

### Board Meeting

The next Board Meeting will be Tuesday, March 8<sup>th</sup> @ 4:30PM. The meeting will be held in the DCA Training room.

As always – board meetings are open to all members.

### Membership and Safety Meeting

Immediately following the board meeting on March 8<sup>th</sup> we will have a Women's Personal Safety demonstration. The meeting will start promptly at 5:30PM. Light refreshments will be served. We are encouraging all members to attend and please bring potential new members and guests.

### Region 1 Forum 2011

Will be held April 8 & 9<sup>th</sup> in Annapolis, MD @ the Sheraton Annapolis Hotel. The Forum will begin Friday 1:30pm – Saturday 3pm This year's Forum is being hosted by the Baltimore Chapter #135.

### April Board Meeting

Will be held on April 12, 2011 @ 5:30pm. The meeting will be held at the Christiana Meadows Clubhouse.

### Upcoming Events

#### **WIC Week**

Mar 6 – 12, 2011

#### **March Monthly Meeting**

Mar. 8, 2011

5:30PM

#### **Region 1 Forum 2011**

April 8 & 9, 2011

Annapolis, MD

#### **National Work one Awareness Week**

April 4-8, 2011

#### **April Monthly Meeting**

Apr. 12, 2011 5:30PM

Christiana Meadows  
Clubhouse

#### **Women's National Health Week**

May 8 – 14, 2011

#### **Industry Appreciation Dinner**

May 10, 2011

#### **June Election Dinner Meeting**

June 14, 2011 5:30PM

#### **56<sup>th</sup> Annual Convention**

Aug. 31 – Sept 3, 2011

St. Louis, MO

#### **Region 1 APC 2011**

Oct. 21-22, 2011

May your day be touched  
by a bit of Irish luck,  
brightened by a song in your heart,  
and warmed by the smiles  
of the people you love.



## Committee News

### WIC WEEK

Please see the flyer on page 6 for all of the scheduled events for WIC Week. We hope to see you all there!

### 2011 Region 1 APC Committee Meeting

April 12<sup>th</sup> will be the next APC Committee Meeting – it will be held at the Christiana Meadows Clubhouse immediately following the April Board Meeting. We would like all members to attend this meeting. There are many ways you can help the committee organize and run the APC. It will be held the Weekend of October 21<sup>st</sup> and 22<sup>nd</sup> at the Christiana Hilton.

### Elections/Nominating Committee

It's that time of year again! We need members that would like to be elected for the Elections Committee. The committee shall consist of Three (3) voting members. Two (2) members from the membership and (1) shall be elected from the Board of Directors. Not eligible to serve on the Nominating Committee: The Current Chapter President and the current Chapter President Elect. Because the Nominating Committee is an elected committee, only voting members (Active and Corporate membership categories) are allowed to serve on it. The committee shall elect its own chairperson.

May your blessings  
outnumber the shamrocks  
that grow,  
And may trouble avoid  
you wherever you go...

## Health

### March is National Nutrition Month

National Nutrition Month is a nutrition education and information campaign created annually in March by the American Dietetic Association. The Campaign focuses attention on the importance of making informed food choices and developing sound eating and physical activity habits.

The newly released Dietary Guidelines for Americans offers a practical guide to help make changes in eating plans to improve overall health.

### Foods and Nutrients to Increase

**Whole Grains** – increase whole grains by choosing whole grain breads and cereals, brown rice and whole wheat pasta. Make at least half your grain servings whole grains.

**Vegetables** – Eat a variety of vegetables, especially dark-green, red and orange vegetables plus beans and peas. Most adults need 2-1/2 cups of vegetables per day

**Fruits**- Add fruit to meals and snacks - fresh, frozen or canned – to get about 2 cups each day

**Low-fat or fat-free milk, yogurt and cheese or fortified soy beverages** – include 3 cups per day for calcium, vitamin D, protein and potassium. Lactose free milk is also an option.

Vegetable oils such as canola, corn, olive, peanut and soybean – these are high in monosaturated and polyunsaturated fats. Use in moderate amounts in place of solid fats.

**Seafood** – Include a variety of seafood more often in place of some meat and poultry

### Foods and Food Components to Reduce

#### **Added Sugars**

**Solid fats** – well marbled meats, poultry skin, bacon, sausage, butter and whole milk products

**Trans fats** – foods made with vegetable oils that have been partially hydrogenated such as cookies, donuts, pastries and crackers

#### **Refined grains**

**Sodium** – recommended no more than 2,300 milligrams per day. A reduction of 1,500 per day is recommended for people over age 51, African Americans and those with a history of high blood pressure, chronic kidney disease and diabetes.

To learn more - visit [www.eatright.org](http://www.eatright.org)



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**Officers**  
**President**  
Cheryl Fearn

**President Elect**  
Gladys King

**Vice President**  
Mary Barnhart

**Secretary**  
Lauren Jock

**Treasurer**  
Alice Lessig

**Directors**  
Janet Killian  
Donna Myers  
Rachel Rossitto

**Immediate Past President**  
Rhonda Malatesta

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**Committees**  
**Block Kids**  
Sallie Ann Conner  
Rachel Rossitto

**Construction Profession & Education**  
Donna Myers

**Sunshine Committee**  
Rachel Rossitto

**Marketing/Web**  
Gladys King

**Audit**  
Debra Horn

**Scholarship**  
Mary Barnhart

**Industry Appreciation**  
Janet Killian

**Safety**  
Rhonda Malatesta

**Membership**  
Alice Lessig

**WIC Week**  
Lauren Jock

**Elections Committee**  
"Open"

**Region 1 APC 2011**  
Gladys King

**Newsletter**  
Mary Barnhart

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## Government Contracting Dictionary

**Contractor:** A gambler who never gets to shuffle, cut or deal.

**Bid Opening:** A poker game in which the losing hand wins.

**Low Bidder:** A contractor who is wondering what he left out of his bid.

**Engineer's Estimate:** The cost of construction in heaven.

**Project Manager:** The conductor of an orchestra in which every musician is in a different union.

**Critical Path Method:** A management technique for losing your shirt under perfect control.

**Strike:** An effort to increase egg production by strangling the chicken.

**Delayed Payment:** A tourniquet applied at the pockets.

**Completion Date:** The point at which liquidated damages begin.

**Liquidated Damages:** A penalty for failing to achieve the impossible.

**Auditors:** People who go in after the war is lost and bayonet the wounded.

**Lawyers:** People who go in after the auditors and strip the bodies.

Author: Unknown



## How to Conduct an I-9 Audit

The best way for a Human Resources Manager to prepare for an external I-9 audit is to perform an internal audit.

### **Prepare a Report of Active and Inactive Employees**

The active employee report should include name, date of hire, and social security number, to help distinguish employees in the case there are two employees with the same first and last name. Two inactive employees' lists should be printed – one should include any employees with a term date of one year or less and the other of any former employee with a hire date of three years or less. The inactive employee lists should include name, social security number, date of hire, and date of termination. Every employee on both of these lists should have an I-9 on file.

### **Reviewing Active Files**

Every employee hired in the US after 1986 should have a completed I-9 form on file. The I-9 should not be kept in the employee files but in their own binder or file. The active employee list should be used to ensure that every employee listed has an I-9 on file. If there are any employees missing an I-9 form, they should complete one at the time of the audit. All audit results and resulting actions should be documented as part of the audit. A memo should be completed with any corrected or updated I-9 at time of audit explaining the update/change and attached to that I-9.

### **Reviewing Inactive File**

I-9 of former employees must be kept for one year past the termination date or three years past the date of hire, whichever is greater. The I-9 for the inactive employee should be kept in a separate binder for inactive employees.

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## An Old Irish Blessing

May the road rise up to  
meet you.  
May the wind always be at  
your back.  
May the sun shine warm  
upon your face,  
And rains fall soft upon  
your field.  
And until we meet again,  
May God hold you in the  
palm of his hand.

If you are doing the internal audit for the first time, not only should the employees lists be checked that all employees have an I-9 on file but you should also check every I-9 form to make sure that it has been filled out correctly. Also make sure that any back up documentation is attached to the I-9.

The updated version of the I-9 Handbook for employers is available to view and download at [www.uscis.gov/files/form/M-274.pdm](http://www.uscis.gov/files/form/M-274.pdm)

For more information – visit [www.suite101.com](http://www.suite101.com), [www.uscis.gov](http://www.uscis.gov), [www.shrm.org](http://www.shrm.org)

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## March 8<sup>th</sup> - International Women's Day

- originally called International Working Women's Day, is a major day of global celebration of women. It was started in 1911. In different regions the focus of the celebrations ranges from general celebration of respect, appreciation and love towards women to a celebration for women's economic, political and social achievements.

## 2011 theme – Our history is our strength

### March - Women's History Month

- is an annual declared month worldwide that highlights contributions of women to events in history and contemporary society. March has been set aside as this month in the United Kingdom and in the United States. In India, this month is celebrated in October and corresponds with the celebration of Persons Day, which is October 18.



## Member News

"If the future seems overwhelming, remember that it comes one moment at a time." ~Beth Mende Conny

### It's a Boy!

Congratulations to Jamie and Andy  
On the arrival of their son  
Noah Robert Arnold 9lb 15ozs.



May strong arms hold you, caring hearts tend you, and may  
love await you at every step ~ An Irish Blessing

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### Lots of Get Well Wishes

Comfy jammies, cozy bed, big soft pillow for your head. Worry not, the world can wait, take your time and recuperate.

Linda Siano is now home and recuperating from her surgery. The surgery went well but she has healing to do. Lets all send her well wishes of a speedy recovery!

#### AN IRISH FRIENDSHIP WISH

May there always be work for your hands to do;  
May your purse always hold a coin or two;  
May the sun always shine on your window pane;  
May a rainbow be certain to follow each rain;  
May the hand of a friend always be near you;  
May God fill your heart with gladness to cheer you.





## WIC Week Schedule of Events

Wilmington, DE Chapter 96

Tuesday, March 8, 2011 5:30pm

### Personal Safety Demonstration

with Hands on Training presented by Wilmington City Police Department's Corporal Rich Evans and his partner held at The DCA Training Room.

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Thursday, March 10, 2011 5:00pm

### Jobsite tour

of the Wilmington Hospital presented by Skanska, Inc. with a Dinner at the Washington Street Ale House immediately following.

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Friday, March 11, 2011 5:00pm

### Hard Hat Happy Hour

@ Iron Hill Brewery - Riverfront Wilmington

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Saturday, March 12, 2011 9am - 3pm

### Delaware's Women's Conference

Not a WIC Week sponsored event but what awesome timing!! For registration information please visit [www.delawarewomen.org](http://www.delawarewomen.org)

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March 6 - 7, 2011 Events for All Week

**Pink Hard Hat Raffle ~ Donations collected for the Salvation Army**



WIC Week March 6-12

# Please help us donate to



## To help needy families

**Suggested items:**

- Non Perishable Food Items
- Men & Women's Gloves, Hats & Scarves
  - Paper Products
  - Toiletries

We will be collecting Donations  
February 14, 2011 through March 11, 2011

Sponsored by:  
NAWIC Chapter 96  
Wilmington, DE  
[www.nawicde.org](http://www.nawicde.org)

Any questions, please contact  
Lauren Jock [lauren.jock@skanska.com](mailto:lauren.jock@skanska.com)  
Or  
Mary Barnhart [mbarnhart@easternhighwayspecialists.com](mailto:mbarnhart@easternhighwayspecialists.com)



03/0/11

Eye Safety Month



To learn more about OSHA please visit their website at [www.osha.gov](http://www.osha.gov)



Upcoming Topics

- SHARP Program
- Top 10 construction Safety Violations
- Crane safety updates



National Association of Women in Construction

Wilmington, DE

[www.nawicde.org](http://www.nawicde.org)

NAWIC

## SAFETY TID BIT



### March is Eye Safety Month

#### Why is Eye Safety Important?

Eye injuries in the workplace are very common. More than 2000 people injure their eyes at work each day. About 1 in 10 eye injuries result in loss days from work and about 10-20% of eye injuries will cause temporary or permanent vision loss.

Experts believe that eye protection could have lessened the severity of injury or perhaps even prevented 90% of the injuries.

#### The Top Three things to prevent eye injuries:

1. Know the eye safety hazards at your workplace. Complete an Eye hazard assessment.
2. Eliminate Hazards before beginning work. Use machine guarding, work screens, or other engineering controls.
3. Use Proper eye protection such as safety glasses/goggles, face shield, etc..

#### Safety Tips for Eye Health with Office Workers:

1. Keep your computer monitor at or below eye level.
2. Place monitor 20" from you.
3. Keep eyes moist (especially in Winter months when your office heaters are on. Most of them produce a dry heat. Try to keep you eyes as moist as possible; Artificial tears will help this condition.

**For more information on eye safety, please visit <http://www.preventblindness.org>**

Please contact Rhonda Malatesta, Safety Chair for NAWIC Chapter 96 with any safety questions or topics that you would like information on or would like to share with other chapter members. [Rmalatesta@emcbrick.com](mailto:Rmalatesta@emcbrick.com)