

SIGNALS

VOL. IV, NO. 2

EMPLOYEE NEWSLETTER OF STATITROL CORPORATION



PRESIDENT'S MESSAGE...

Since this is the first issue of Smoke Signals that has not been written by Sam Savajian, we want her to know how much we all have appreciated her excellent performance, sometimes under difficult conditions. I know she will want to be a contributor to the newsletter regularly.

The change in editors is a result of reorganization of the Personnel Department and the establishment of a new department of Employee Relations headed by Kathi Becker. Smoke Signals is only one of many of her new responsibilities. I hope you will all help Kathi by contributing material every chance you can.

On another subject, I have received periodic complaints about our absentee policy. Absenteeism is a disruption to production, and therefore, a major cost to our product. Our absenteeism is now running close to 10%!

As a result of this, we are tightening our policies. Our policies are still more lenient than most other companies in the Denver area. Along with tightening the policies, however, we have established an Appeal Review Board so that we can respond to those circumstances that create a serious hardship.

One last note -- we are now at that time of the year where we approach the end of our "plan year" for the Profit Sharing Plan. Employees that terminate prior to the end of March are not considered as being in the Plan for this past year, and therefore, lose the annual 20% increase in vested amounts. In addition, this year we anticipate a significant increase in value of the Plan, calculated after March 31. Except for some unknown catastrophe, everyone in the Plan on March 31 will

enjoy a major increase in their account -- AND THAT'S GOOD NEWS!!!

- Duane Pearsall

FIVE YEAR SERVICE AWARDS PRESENTED...



Recipients of five year service awards are pictured above: Jim Grater, Bev Carey, Sam Savajian, Duane Pearsall (13 years!!), Dick Moore, Virgie Sharp, Peggy Crider, Pete Smith and (not pictured), Pete Erickson.

During the "Fireside Chat" in December, Duane presented each of these people with their award for completing five years service with Statitrol.

Our sincerest thanks and appreciation to all of you for your dedication and loyalty!

FROM OUR SAFETY DEPARTMENT...

It seems the safety department is in a bit of a poetic mood this month. Does this ring a "familiar note" with anyone?

"LATE AGAIN!"

By Mat Kidney

I've seen men leave our parking lot
In ways that tempted Fate.
Seems like they'd rather wreck the car
Than play it safe and wait.

And yet, those same guys on the job
Will take their time and plan.
What is it, when he's in a car,
That seems to change a man?!

Well, I can't figure that one out,
But this much I can say,
Whenever I'm behind the wheel
I don't react that way.

I always keep one thing in mind,
No matter where I drive,
Ol' Mat might be a little late
But you bet he'll arrive.

And if I don't show up on time,
I know my Wife won't worry.
Of course, I've heard her tell the kids,
"you can't make that man hurry!!"

But I don't aim to change my ways
In spite of cracks like that.
Let them tag me with "Late Again"
But not as 'the late Mat.'

From Industrial Supervisor
January, 1977

* * *



"Here's all the reports you asked for . . . and one on the time it takes me to fill out all the reports you asked for."

AM

STATITROL CREDIT UNION...

Due to the increasing growth of the company, Statitrol has made application for a charter to establish our own Statitrol Credit Union.

After the charter has been approved, all employees will be given complete information regarding the benefits of the credit union, membership information, etc.

Watch for more news on the credit union in next month's SMOKE SIGNALS.

* * *



When the holidays were ended, and inventory was over ... and as the dust settled down... three young ladies from production voluntarily offered their services to take down the "office Xmas decorations". (With paperwork never being done, they might have hung around until Easter!). Thank you's to Alma Hyatt, Betty Hand and Joyce Innis from the girls in the office.

* * *

- The six most important words: "I admit I made a mistake."
- The five most important words: "I am proud of you."
- The four most important words: "What is your opinion?"
- The three most important words: "If you please."
- The two most important words: "Thank you"
- The least important word: "I."

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A LOOK AT THE PERSONNEL DEPT...

The purpose of this article is to give you a better idea of how the Personnel Dept. functions. Since personnel organization has recently changed, I would like to explain the present organization and major responsibilities.

For Plant I, our members are Rick Baldacci Emp. Mgr.; Nancy Crase, Pers. Asst.; Mary Lou Ray, Ind. Nurse; Joanie Schmidt, Receptionist; Patti Orazen, p.t. through the distributive education program; and Jack Wilson, Director of Administration.

At Plant II are Bill Thayer, Emp. Mgr.; Judy Walton, Pers. Asst.; Ann Haseltine, Ind. Nurse; & Marian Parker, Receptionist.

Some specific duties of the above people are as follows:

- 1) Maintain employee records for hourly employees.
- 2) Handle reviews & administrative details for hourly wage program.
- 3) Recruitment, interviewing & screening all new employees.
- 4) Conducting exit interviews.
- 5) Administer employee insurance program.
- 6) Make hourly wage surveys & recommend changes to top management.
- 7) Evaluate jobs & write job descriptions with aid of supervisors.
- 8) Provide nursing care for all employees, handle workmen's compensation & maintain medical records.
- 9) Handle switchboard & greet Statitrol visitors.

In addition, our department has two other key people, Kathi Becker, Mgr., Pers. Relations & Jerry Cline, Training Specialist. Jerry, who is well known by most people in the production area, maintains files of available training classes and seminars; schedules these classes & also is responsible for updating & maintaining our personnel manuals.

The Manager of Personnel Relations job is a new position created at Duane's suggestion. Kathi's responsibilities are to maintain all salaried personnel records, handle major insurance problems & recreational & social activities. Together Kathi & I will handle salary administration, be responsible for job evaluation,

salary ranges & salary surveys. Kathi is presently developing an employee relations program designed to provide better services to all Statitrol employees.

My duties, in addition to managing the Personnel Dept. are in the corporate planning area & management development. I also handle corporate contributions & act as chairman of our social services committee. In general, I act as internal consultant for managers of Statitrol in personnel areas & other areas where my past experience might prove valuable.

To summarize, some of the following are what personnel is and what personnel is not:

PERSONNEL IS a service function as well as a staff function. PERSONNEL IS NOT a policy-making department. We may recommend policy & policy changes; we do publish policy, but actual policy decisions are made by the management of the company. PERSONNEL DOES recruit, interview & screen prospective employees. PERSONNEL DOES NOT hire people, except within its own dept. The hiring decision is made by the supervisor. PERSONNEL DOES NOT terminate people. PERSONNEL DOES conduct exit interviews & advise terminating employees on insurance & other company matters. PERSONNEL REPRESENTS the employees of Statitrol to corporate management. It also PRESENTS the policies & philosophy of Statitrol Corporation to the people.

- Jack Wilson

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"It's a citation for not having an, 'Obey All Signs,' sign."

FROM OUR TRAINING SPECIALIST...

One of the most frequent questions asked of me is "What jobs are available, and what qualifications do I need for a better job at Statitrol?"

In answer to this question, we will run monthly articles in the SMOKE SIGNALS on the qualifications and duties of various highly sought after jobs. This month, let's look at the entry level clerical or "Clerk/Typist" position.

DUTIES:

- 1) Under general supervision, prepare, in smooth copy, form letters & other miscellaneous correspondence.
- 2) Some telephone contact requiring excellent phone etiquette & a pleasant personality.
- 3) Under general supervision, maintain office filing system.
- 4) Operate misc. office equipment.

QUALIFICATIONS:

- 1) High school diploma or equivalent.
- 2) Typing skills of 55-60 wpm.
- 3) General office procedures experience or training.
- 4) Experience or training in operation of various office machines, IBM electric typewriter, electronic calculator, xerox machine, etc.

Interested but not qualified? Please stop in and see me and we'll set up, thru evening Adult Education programs, the required courses you need to become qualified. Tuition aid is available in support of this type of program.

Also, if you are interested in a particular job, stop by the personnel dept. and check to see if there are any openings. If there are no openings at that time, you may make application for a future opening. Your application will be kept on file, by job title. When an opening occurs for that particular job, our employee applications will be considered for the job before any outside applications are taken.

Next month we will take a look at the duties and qualifications for "Electronic Technician."

Good luck to all of you who have just enrolled in various self-development courses for Winter Quarter.

- Jerry Cline

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FEBRUARY ANNIVERSARIES...

6 yrs. - Pete Erickson

5 yrs. - Tom Bellinghausen

4 yrs. - Stan Peterson, Louise Ann Link, Janet Dorschner

1 yr. - Mike Fitzpatrick, Steve White, Vi Nguyen, Harriet Fehringer, So Yop Baker, Dong Truong, Bill Reitz, Vince Yannett, Tam Van Vo, Dennis Chamberlin, Song Hun Yu, Dan Cary, Mi Cha Yu, Blanche Farace, John Czynszon, Robert Coble, Kyong Kim, Sin Kim, Jane Clouser, Mi Ja Kang, Sun Pun Choi, Judy Walton, Gayle Lehto, In Su Kim, Marian Martinson, Gay McClure, Madonna Forney, Paul Dietrick, Valerie Salazar, Nina Garcia, Joyce Duran, Jenny Romero, Jeanie Wicks, Mike Angelo, Norma Sipes, Sharon Duran, Judy Taylor, Ginny Wood, Michael LeVar, Hung Tran, Pamela Sellers, Shirley Christenson, Jacqueline Foskett, Sandra Spurgin, Laura Dittbrenner, Carol Ball, Nguyen Foskett, Chris Martin, Choo Cha Lee, Betty Birlauf, Karen Helzer, Joan Slater, Nina Ellington, Y Seop Kim, Birdella Kraft, In Sook Kim, Sue Kelley, Jeong Lee, John Milton, Jung Hee Kim, Won Kim, Wanda Lampe, and Tom Brosenne.

Congratulations to ALL of you, and again, our apologies to Dana Seaver, who completed 3 years in January and Paul Staby, who completed EIGHT BIG ONES in January!!!



"I know she can't type, file or take shorthand. How about giving her a job as a paperweight?"

COMPANY COMMENTS...

Plant I Commute-A-Van driver, Laura Lee Pollock, says her van is not only a pick-up service anymore, but has now become a "pick-up" service for passengers Tudy Thompson and Pat Reilly!! Ahh, come on girls...really?

* * *

Congratulations to proud parents, Barb and Rick Streweler, on the birth of their 6 lb. 2 oz. baby girl, born January 23rd.

* * *

An employee, who shall remain anonymous, received an "emergency" call recently from her young child who really had a problem. It seems his pet gerbil was stuck inside one of his toy trucks and wouldn't budge! She suggested perhaps a piece of lettuce would coax the little guy out...it seemed to work, I guess, as the child never called back!!!

* * *

HAPPY ANNIVERSARY to Tom and Liz Brosenne who celebrated 28 years of marriage on January 16, 1977.

* * *

We understand that Mike Martinez gave Leslie Martin a promise ring for Christmas... we'd like to know -- promise what???

* * *

Congratulations to Linda Mae Gomez & John Boyd. They were engaged over the holidays. But don't worry boys, she said she only likes the ring...nice going, Linda.

* * *

LOST...A black spiral notebook, filled with the only complete standard parts list wandered from its Plant I QA home. Anyone knowing of its whereabouts or returning it, please contact worried owner, John Stewart, ext. 46. A reward is offered.

* * *

Sincerest sympathies to Ann Mora (daughter), Teri Abeyta (granddaughter), and Sharon Duran (daughter-in-law) for the loss of Joe E. Duran, who passed away January 4, 1977.

* * *

DeWayne Crowder of Plant II recently brought in a pot of "home-brew" Buffalo stew -- that's right -- Buffalo!! Some people had two or three bowls to make sure it was as good as they thought it was. It was a truly delicious lunch and appreciated by all who sampled DeWayne's gourmet cooking.

* * *

Congratulations to Lou Ann Link on the birth of her daughter, Michelle Ann on December 28, 1976. We look forward to Lou Ann's return to Statitrol early in February.

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ELLENBERG'S THEORY: One good turn gets most of the blanket.

AN INTERESTING NOTE...

One of our V.P.'s recently received a letter from a very close relative who was having problems with the batteries in his SmokeGard. He gave me the letter knowing how much we would appreciate sharing it.

Just an excerpt:
"Received the smoke detector batteries O.K. Put them in and had to set it on 4 to keep it from beeping. Three days later at 3:00 a.m., it started beeping & I had to set it on about 2-1/2 to keep it quiet. In a couple of days, again at 3:00 a.m., it started beeping. I had to set it on 1 to get it to work. This morning, again at 3:00 a.m., it started beeping, and I had to remove the batteries to get it to stop. Now the question is - can I exchange it for one set to start beeping sometime after 7:30 a.m. instead of 3:00 a.m.?"

Jim Shanahan, when you answer that letter, would you copy me? I seem to be having the same problem!!!

- Sam Savajian

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CANNON'S COGENT COMMENT: The leak in the roof is never in the same location as the drip.

"WE GET LETTERS".....

"I am recovering from a broken hip. The threat of fire has always worried me, but never more than when I have been confined to my home. On July 31, less than 24 hours after my SmokeGard was installed I was called to the phone while cooking breakfast. Engrossed in the conversation, I was startled by a piercing noise from my SmokeGard. Fortunately, I was able to extinguish the stove fire without the need for the fire department. There was no visible smoke around the detector and if I had to leave the house I would have had ample time. Thank you for introducing me to SmokeGard."

-- Ms. Grace Owen, Ilion, New York

"Enclosed is a picture of our 12x60' mobile home, which was destroyed by fire Dec. 6. The least damaged portion was our bedroom. When I say least damaged I mean only a few recognizable items remained. The kitchen, dining and living areas were completely destroyed, as was the front bedroom, which was the children's room. By the Grace of God and your SmokeGard alarm, everyone escaped without injury with the exception of our little girl's pet dog, which we never found."

-- Mrs. William Capps, Cyersburg, Tenn.

"On April 8, 1976 at 5:30 AM, our SmokeGard detector went off, due to a fire on the inside wall due to a space heater. There were only minor damages, thanks to the smoke detector."

-- Mr. Russell Emerson, Detroit Beach, Michigan

A "GOLD STAR" FOR US:

The Charlotte Observer

ROLFE NEILL, *President and Publisher*

DAVID LAWRENCE JR., *Editor*
C. A. McKNIGHT, *Associate Publisher*
ED WILLIAMS, *Editor of the Editorial Pages*

ROBERT SUAREZ, *Business Manager*
STUART DIM, *Managing Editor*
JACK CLAIBORNE, *Associate Editor*

THURSDAY, DECEMBER 2, 1976

Huffy Letter Got Action

It is a sad window on our times when The Observer seems to be the only way the consumer is able to get satisfaction from many suppliers of goods and services.

But I want to relate an unreal experience. I recently had what I thought to be a defective smoke detector called Smokegard, manufactured in Colorado. I followed the return instructions, though I admit my letter to them was a bit huffy.

I received a replacement unit (insured mail), instructions and packing for the return of the defective unit; a note with the hope my family would be kept safe, and more than a dollar in post-

age, the correct amount to return the unit. More power to such a company, a vanishing breed. I'm still in a state of shock.

JOHN W. CLARIS JR.
Hendersonville

SmokeGard

HITS THE IOWA NEWS:

On Jan. 4, KCRG-TV (Cedar Rapids) ran a news segment on residential fires, which included a good close-up of the 800A. The program discussed Every Level Protection, and included a statement from an area builder who has installed many units. Thanks to Jack Linderman of Midwest Equipment for telling us about it.

GOOD HEALTH TIPS...

We are still in the midst of the sore throat season, as is apparent by the number of cases we are seeing in the nursing office. So continue to take care of yourself and if you should have a throat culture done and find out you have strep throat, please let us know.

We would like to begin a blood pressure clinic this month. In this day and age of so much work and high tension living, our blood pressures can creep up without our knowing it and without any symptoms. So please come to the nursing office to have your pressure checked when you have a few spare minutes. We will be happy to keep a record of it for you. If your pressure is elevated, we will set up a routine to check it for you.

Remember, we're here to help keep you healthy.

- Mary Lou Ray
- Ann Haseltine

* * *

RECIPE OF THE MONTH: CARAMEL CORN

6 quarts popcorn (already popped)
1 cup margarine
2 cups brown sugar
1/2 cup light corn syrup
dash of salt
1/2 tsp. baking soda
1 tsp. vanilla

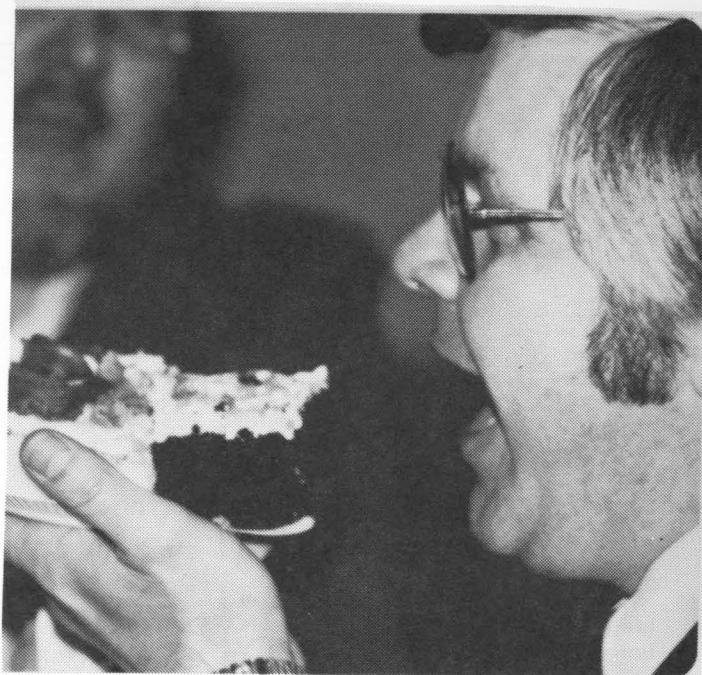
Keep popcorn warm in 250° oven. Mix margarine, sugar, salt & syrup together in a saucepan. Cook, stirring constantly, until mixture boils. Boil for 5 minutes without stirring. Remove from heat, stir in soda and vanilla. Pour mixture over popcorn & mix well. Bake at 250° for one hour. Stir every 15 minutes. Cool and serve.

- Dolores Worrell

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THE LAW OF PROBABLE DISPERSAL: Whatever hits the fan will not be evenly distributed (also known as: The How Come It All Landed Me Law).

* * *



DIETER'S 23RD PSALM

Strict is my diet; I must not want.

It maketh me lie down hungry at night;

It leadeth me past the confectioners.

It trieth my will-power.

It leadeth me in the paths of starvation for my figure's sake.

Yea, tho I walk thru the aisle of the pastry department of the super market, I will buy no sweet rolls; for they are fattening;

The cake and the pie, they tempt me.

They preparest a table before me set with green beans and lettuce; I filleth my stomach with liquids; my day's quota runneth over.

Surely calories and weight charts shall follow me all the days of my life and I shall dwell in fear of the scales forever.

* * *

THE GOLDEN RULE: Whoever has the gold makes the rules!



HAPPY VALENTINE'S DAY!



"LITTLE PEOPLE LOVE EACH OTHER"

BY BILL ADLER

A collection of grade-school Valentines)

Dear Bobby:

You are my Valentine because you are the only boy in class 7 who wears braces like me.

Love,
Susan

Dear Betsy:

I love you.

Jimmy

P. S. You owe me 25¢ for this Valentine card.

Dear Stephanie:

I am going to be a millionaire when I grow up. Now, will you be my Valentine?

jerome

Dear Michael:

Happy Valentine's Day. You are my Valentine.

Your girlfriend,
Amy

P. S. Please pass this card on to Jeffrey, Stanton, Allan and Bobby.

Dear Debbie:

I can't love you anymore. I have a dog now.

Bruce

Dear Roger:

I think I love you, but I won't know for sure until I ask my mother.

Your girlfriend,
Denise

Dear Amy:

Happy Valentine's Day. I wanted to send you a long love letter, but I don't spell so good.

Wally

Dear Cara:

I want you to be my Valentine forever until I am 10.

Love,
Alvin

Dear Mickey:

Do you love me?

Marsha

Dear Marsha:

Yes!

Love,
Mickey

Dear Mickey:

If you love me then you promise not to sock me anymore?

Marsha

Dear Marsha:

Please rip up my other letter.

Mickey

Dear Melissa:

You are the prettiest girl in the class.

Love,
Roger

P. S. Who do you think is the best-looking boy?

P. P. S. You don't have to say me.

P. P. P. S. I hope you do.

Dear William:

Let's get married so we can do our homework together.

Love,
Diane

Dear Gloria:

I hope you like this Valentine card. I made it myself. I would have bought a card, but I owe my brother 95¢.

Love,
Howard

Dear Robert:

There aren't any boys in my new class as good looking as you.

Love and kisses,
Aileen

P. S. There aren't any boys in my new class.

Dear Claudine:

I love you. I love you. I love you. I love you. I love you. I love you. I love you. I love you.

I hope you get the message.

Ricky

Dear Eugene:

Will you be my Valentine? I hope you say yes. I have written to six other boys and I don't know who else to ask. I am desperate.

Cynthia

Dear Nancy:

I love you because you hate to kiss like I do.

Your boyfriend,
Amie

Dear Kim:

You can be my Valentine. I think I like girls a little.

Stevie

Dear Richie:

I can't marry you yet. I can't even cross the street by myself.

Love,
Barbara

Dear Christopher:

Thank you for the pretty Valentine card. It came postage due.

Love,
Jamie

Dear Holly:

I hope you like the box of candy I sent you for Valentine's Day.

Love,
Kenny

P. S. I ate the three pieces that are missing.

Dear Bonnie:

Please send me your picture. If it isn't a good one, I won't tell anybody it's you.

Your boyfriend,
Ricky

Dear Lauren:

I love you because *Star Trek* is your favorite TV program, too.

Johnny

Dear Carole:

First I love my mother and father. Then I love my grandparents. Then I love my cat Tabby and my canary Yellowbird. Then I love my records and hi-fi set and after that I love you.

Your boyfriend,
Louis