



Making It HAPpen

Volunteer Newsletter of the EMDR Humanitarian Assistance

Hello again! It has been about four months since the last volunteer newsletter, and I apologize for the delay. This has been a year of positive change for HAP, resulting in some new staff members, new positions, new duties and new policies. Over the last few months, we were busy preparing for the EMDRIA conference and working on impending changes for HAP consultations, as well as revising online registration and the website, shifting job duties... is it any wonder that the volunteer newsletter has been delayed?

But now the newsletter is back, and the format will change a bit to better complement the changes that HAP is undergoing. One thing remains unchanged: the dedication of our volunteers.

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Phasing Out Consultations

As many of you probably already know, HAP is removing consultations from the training weekends: **however, HAP will continue to honor our commitment to the agencies that booked their events prior to these changes.** This includes most trainings in December as well as a number of events booked early in 2012. For these events, three hours of consultation will be built into the weekend, and HAP will reach out to volunteer consultants who are willing to be linked with the agencies to provide the post-training consultation. As we actively phase in our new changes in the coming year, the three hours of consultation we used to embed with the training weekends will be removed, and HAP trainings will end an hour earlier each day. (That's one easy way to know if a training is part of the new system—it will end at 5pm on Friday and Saturday, and 4pm on Sunday.)

In the future, HAP will no longer connect trainees to volunteer consultants: instead, we will provide trainees with a list of HAP-affiliated consultants. Fees and scheduling will be negotiated between the consultant and the trainee, and not by HAP. This list of HAP-affiliated consultants will also be posted on our website. HAP will be reaching out to EMDRIA-approved consultants, inviting them to provide us with a profile for our directory.

With this new system in place, HAP will no longer be coordinating consultations, which will free up our staff to focus on other projects. We will soon be asking interested EMDRIA-approved consultants (or consultants in-training who are at least halfway through their training) to register in the HAP Consultant Directory.

HAP Reimbursement Policy

In an effort to reduce paperwork and reimburse volunteers in a more expedient manner, HAP is no longer using the expense report forms. Instead, the volunteer coordinator will send an email to each training team member on the Monday or Tuesday following their event, and ask each team member to enter the amounts spent on travel and accommodations, as well as the days requested for the per diem. Receipts must be scanned or faxed, not mailed. This email and the scanned (or faxed) documents will then go directly to **Linda Blackburn**, our accounting support person, who will process your request.

This will streamline the process and eliminate the mailing of forms and receipts, which has sometimes resulted in double payment.



Also, expense requests must be submitted within 30 days to ensure prompt payment, as well as to help us keep our books accurate and up to date.

If you wish to donate some or all of your expenses to HAP, you must submit your expenses so that we may formally thank you and give you documentation for tax purposes.

We thank the twenty HAP volunteers who provided post-training consultation to HAP trainees in July through October. These dedicated folks were:

Kate Berman, Judy Cabeceiras, Jim Cole, Stacey Cooper-Jennings, Michael D'Antonio, Judith Daniel, Roxann Hassett, Jean Hawks, Josie Juhasz, Farns Lobenstine, Roger Ludwig, Maria Masciandaro, Barbara Meyer, Reg Morrow, Helen Morton, Rik Muroya, Hope Payson, Merrill Powers, Sue Thompson and Kate Wheeler.

We appreciate them taking time out from their schedules to bring effective consultation to new trainees.

Job Duties Shift with the HAP Staff

We have had several staff changes at HAP, so this is a good time to review who is who at HAP, who does what, and how you might contact them to tell them they are doing a great job.

Carol Martin (cmartin@emdrhap.org) is the new Executive Director, and she does what an executive director is called upon to do. Our former executive director **Bob Gelbach**, is now a consultant with HAP and will oversee international projects.

Hope Payson (hpayson@emdrhap.org) is now our Clinical Director. She is part-time, and is typically in the HAP office on Tuesdays and Thursdays. She works closely with **Jackie Michaud** (jmichaud@emdrhap.org), the Training Coordinator, who deals with the agencies to arrange trainings. She, too, is part-time.

Conrad Sienkiewicz (conrads@emdrhap.org) is still the full-time Volunteer Coordinator, but since **Jean Polka** has retired, he has taken on her duties of assigning volunteers to HAP events. **Rosemary Gelbach** (rosemaryg@emdrhap.org) is still the Consultation Coordinator, but as we phase out consultations, her duties will shift, so stay tuned for updates on Rosemary.

Elaine Howard (ehoward@emdrhap.org) is still our full-time Office Manager and is probably the first voice you hear when you call HAP. **Mary Ann Coughlin** is an Administrative Associate and **Linda Piscitelli** is an Office Assistant; they both work part-time processing the paperwork from various HAP training events.

Ann Marie Zielinski (Hapstore@emdrhap.org) is the HAP Store Associate who manages orders and prepares HAP stores for various training events. **Linda Blackburn** (Linda@sbaccountingsolutions.com) is our Accounting Support person who manages the books at HAP and processes the expense reports. Both Ann Marie and Linda are part-time.

Abygale Lund (alund@emdrhap.org) is our Development Coordinator, working full-time on developing new projects, fundraising and marketing.

The HAP office is typically open Mondays through Fridays from 8am to 4pm. Our number is (203) 288-4450, so give us a call when you need us!

Who is This HAP Volunteer?



At a recent HAP event, one HAP volunteer wanted to get something off his chest. Any guesses as to who this person is? It ain't Clark Kent!

The first person to email me (conrads@emdrhap.org) the correct answer will receive a string of three peace cranes, hand folded by me, your friendly neighborhood volunteer coordinator.



EMDRIA Conference HAP Snaps!



Don deGraffenried, Peggy Moore, Maria Masciandaro and Betsy Prince at the HAP Café.



Laurie Tetrault and Robbie Adler-Tapia are all smiles!



Hope and Jean, those are tools, not toys!



Katy Murray gets “the look” from Jean Polka.



At the HAP Dance, **Susan Arland** and **Jim Cole** glow while **Bennet Wolper** busts a move and **Katy Murray** wins the air guitar competition!



Thanks to **Galyn Forster** for these bottom three photos!



Jean Hawks, Dawn Wilkinson, E. C. Hurley, Bill White and Sue Evans in Biloxi, MS.



Colgate smiles from **Lynda Ruf, Reg Morrow and Earl Grey** in Pittsburgh, PA!



Susan Schaefer, Larry Anderson and Sue Evans in Boulder, CO.



Larry Nieters and Brenda Sawyer push their dead rental while **Michael "King of the Road" Keller** prepares to ride shotgun in the tow truck in Joplin, MO.

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the EMDR Humanitarian
Assistance Programs**



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Here's a list of upcoming HAP trainings:

- Part II: Genesis Family Project Wellness Center in **Charlotte**, North Carolina 12/2-4
- Part I: Tulane University School of Social Work in **New Orleans**, Louisiana 12/2-4
- Part II: Crisis Center of Tampa Bay in **Tampa**, Florida 12/2-4
- Part II: Chaplain Family Life Ministry and Training Center in **Fort Belvoir**, Virginia 12/16-18
- Part I: Safe from the Start in **Inverness**, Illinois 12/16-18
- Part I: WEAVE in **Sacramento**, California 1/4-6
- Part II: Pesach Tikvah in **Brooklyn**, New York 1/8,9 and 12
- Part I: Dorothy B. Hersch Child Development Center in **New Brunswick**, New Jersey 1/13-15
- Part I: Chaddock in **Quincy**, Illinois 1/16-18
- Part I: Phoenix Vet Center in **Phoenix**, Arizona 1/20-22
- Part I: YWCA in **San Diego**, California 1/20-22
- Part I: Youth Services Bureau in **Tulare**, California 1/20-22
- Part I: Carson Center in **Holyoke**, Massachusetts 1/20-22

I hope you are well! If you ever have any questions about volunteering with HAP, please give me a call or drop me an email.

Wishing you all the best
on your road of HAPpiness,



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Words To Live By:
Samuel Johnson
(English author, 1709-1784)

“Happiness is not a state to arrive at,
but a manner of traveling.”

