



## Message from the Director

When we launched Seashore Family Services a few months ago, I decided it was time to proceed with a project I've long since been meaning to do -- a newsletter. Sure, lots of folks do newsletters, and I'm sure others may do them better than we do. But one thing is for certain, we publish this newsletter for one reason and one reason only -- to provide you with interesting and informational



articles about addiction, prevention, mental health, relationships, stress, coping and more. It's about you and meeting your changing needs for interesting and relevant information. I think the newsletter format is a great way to do that, and to do it at least every quarter.

These newsletters are going to be great and what they may lack in fancy graphics or style (I'll let the giant corporations worry about such things), they more than make up in substance and interesting writing. And not from just anyone, but from individuals who have a handle on today's news and updates in the field of addiction. These stories will be based on what they've learned, not only from families and individuals we interact with on a daily basis, but from education or training. Not just from experience, but from doing it both the right way and the wrong way. Basically, we hope to be able to publish this newsletter quarterly and always fill it with interesting and informative articles.

And we could use your help! If you have an article idea or would like to write something yourself, just drop me a line at [rflecha@sfsnj.org](mailto:rflecha@sfsnj.org). I'd love to hear from you with story ideas.

So on behalf of everyone at Seashore Family Services, I welcome you!

**Roberto Flecha, MBA, LCADC, CCS  
EXECUTIVE DIRECTOR**

*Drug-Free Work Week will be held October 20-26 this year. This issue of Seashore Breeze will focus on workplace-related issues and solutions.*

## Drugs in the Workplace

To help curb the financial, emotional and interpersonal consequences of substance abuse in the workplace, companies in Monmouth and Ocean Counties are implementing substance awareness programs. And SFSNJ believes that companies in the area need to inform their employees about the dangers of substance use and abuse, both in and out of the workplace.

Employers and employees should be aware of the signs and symptoms of substance abuse. Did you know that the most common workplace red flags include: arriving late or leaving early, repeatedly making mistakes, arguing with co-workers, being disobedient, acting irresponsibly, and taking risks?

This is why it's important to get the message to everyone in the workplace -- drug and alcohol abuse will not be tolerated.

There are many ways to spread the message. Hold meetings designed to raise awareness of the dangers of alcohol and drug abuse. Make everyone aware of locally available substance abuse prevention or treatment facilities and help lines.

Or, how about a display in a prominent gathering area that could feature relevant articles about Drug-Free Work Week, or promote an Employee Assistance Program (EAP) available in the area, including one offered by SFSNJ.

Supervisory staff should be properly trained to approach and deal with workers struggling with substance abuse. Teaching supervisors the appropriate policies and referral processes will help prevent situations from getting out of hand.

For more information on implementing workplace-related Drug-Free programs, call SFSNJ today.



## Our Services to Business

This year's national Drug-Free Work Week will take place Oct. 20 through 26. The purpose of Drug-Free Work Week is to educate employers, employees and the general public about the importance of being drug-free as an essential component of a safe and healthful workplace. It is important that employers in Ocean and Monmouth counties are aware that SFSNJ is uniquely qualified to help any firm with assessment, development and implementation of a drug-free workplace program.

One of the programs SFSNJ delivers is an Employee Assistance Program (EAP). Our program is designed to help employees and their families manage problems that have a negative impact on job performance. Businesses contracting for this fee-for-service, employee healthcare benefit, help their employees identify and resolve substance abuse and other problems. We provide EAP Counseling and training services in the areas of:

- Substance abuse
- Gambling
- Anger management
- Marital counseling
- Nicotine cessation

- Adolescents Counseling Services
- Individual & Family Services
- Anxiety & Depression
- Grief
- Debrief Counseling
- Domestic Violence
- Women issues
- Stress Management

SFSNJ also provides the following services to businesses in our communities:

- Chain of Custody Laboratory tests for Substance and Alcohol abuse under the State and Department of Transportation Guidelines.
- Substance Abuse Assessments
- Managers Consultations & Training
- Substance & Alcohol abuse
- Employee performance management

For more information call 732-920-2700 or email at [info@sfsnj.org](mailto:info@sfsnj.org).



**Seashore  
Family Services of NJ**  
Comprehensive Services for Families

## Did You Know?

**An estimated 14.8 million Americans are current illicit drug users. 77 percent of illicit drug users in the United States are employed. That's 9.4 million people. The chances are good that your organization employs one of these workers.**

# Workplace and Office Parties

The office is frequently a place where employees and employers get together to celebrate special events. Office parties typically mean lots of music, food and drinks. If the drinks include alcohol, however, office parties can have very unfortunate consequences. Opinions vary regarding the appropriateness of making alcoholic beverages available at office parties or other company-sponsored events. Ignoring the possibility that some employees or guests may drive home “under the influence” invites trouble.

## Nine Tips for Office Celebrations



1. Be honest with employees. Make sure your employees know your workplace substance abuse policy and that the policy addresses the use of alcoholic beverages in any work-related situation and office social function.
2. Post the policy. Use every communication vehicle to make sure your employees know the policy. Prior to an office party, use break room bulletin boards, office e-mail and paycheck envelopes to communicate your policy and concerns.
3. Reinvent the office party concept. Why have the typical office party? Try something new like an indoor carnival, group outing to an amusement park or volunteer activity with a local charity.
4. Make sure employees know when to say when. If you do serve alcohol at an office event, make sure all employees know that they are welcome to attend and have a good time, but that they are expected to act responsibly.
5. Make it the office party of choice. Make sure there are plenty of non-alcoholic beverages available.
6. Eat...and be merry! Avoid serving lots of salty, greasy or sweet foods which tend to make people thirsty. Serve foods rich in starch and protein

which stay in the stomach longer and slow the absorption of alcohol in the bloodstream.

7. Designate party managers. Remind managers that even at the office party, they may need to implement the company’s alcohol and substance abuse policy.
8. Arrange alternative transportation. Anticipate the need for alternative transportation for all party goers and make special transportation arrangements in advance of the party. Encourage all employees to make use of the alternative transportation if they consume any alcohol.
9. Serve none for the road. Stop serving alcohol before the party officially ends.

If alcoholic beverages are provided at office social functions, state laws regarding their use and resulting legal responsibilities should be consulted and addressed.

*This information was provided by the US Department of Labor (<http://www.dol.gov/>) and is not intended to be a substitute for legal advice and should not be regarded as a guarantee against liability.*

## Laws that govern the workplace

**Drug-Free Workplace Act of 1988** - The Drug-Free Workplace Act of 1988 requires some Federal contractors and all Federal grantees to agree that they will provide drug-free workplaces as a precondition of receiving a contract or grant from a Federal agency.

**ADA & Rehabilitation Act** - The Americans with Disabilities Act (ADA) prohibits employment discrimination against employees and applicants with disabilities in organizations that employ 15 or more employees. The Act affects drug and alcohol policies.

**Family & Medical Leave Act** - The Family and Medical Leave Act of 1993 (FMLA) applies to all public agencies and private-sector employers who employ 50 or more employees in 20 or more workweeks. FMLA affects drug-free workplace programs, because a covered employer must grant an eligible employee up to a total of 12 workweeks of unpaid leave during any 12-month period when the employee is unable to work because of a serious health condition.

## Introducing Our Staff - SUSAN WARNER, LCSW, LCADC

Susan is currently the Clinical Director of Seashore Family Services of New Jersey. Prior to that, she was the Clinical Supervisor at the same agency. She has eighteen years of experience as a counselor and Clinical Social Worker both at SFSNJ and, for five years, at Preferred Behavioral Health in Brick, New Jersey.

Susan received her Bachelors Degree in Social Work from Georgian Court College and her Masters Degree in Social Work from Rutgers University. She is a Licensed Clinical Social Worker and a Licensed Certified Alcohol and Drug Counselor.



She also holds a Certification in Clinical Supervision.

Susan is an experienced psychotherapist skilled in treating issues such as; depression, anxiety, addictive

disorders, anger, self-esteem, family conflicts, parenting skills, and trauma, and in engendering an environment of trust and support for clients. Susan is also a Second Degree Reiki practitioner and a EMDR therapist dealing with psychological trauma.

Susan is a member of the National Association for Social Workers. She has been active in her local Municipal Alliance Against Drugs and Alcohol, becoming an Executive Board Member. She was a member of the Ocean County Mental Health Board Emergency Response Team, and had participated in several community crises as part of the team. She is presently a member of the Ocean County Systems Review Committee of PACADA and the DAS Adolescent Steering Committee.

## Our Executive Staff

### EXECUTIVE DIRECTOR

Mr. Roberto Flecha, MBA, LCADC, CCS

### CLINICAL DIRECTOR

Ms. Susan Warner, LCSW, LCADC

### BUSINESS MANAGER / FINANCIAL DIRECTOR

Ms. Lisa Leidecker, LPC, LCADC

### TRANSITIONAL HOUSING / G.R.O.W.T.H. PROGRAM DIRECTOR

Ms. Joyce Green-Rodriguez, M.A.T.

### CLINICAL SUPERVISOR - TOMS RIVER OFFICE

Ms. Vivian Andersch, LPN, LCADC, CCS, CJC, CCGC

### SENIOR ADMINISTRATIVE COUNSELOR

Joanne Theresa Arnold-Velcheck MSW, LSW, LCADC, CTTS

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