



# Employee Assistance Program Newsletter

## Special points of interest:

- Parenting
- Mental Health
- Getting ahead at work
- Addiction
- Dieting
- Saving money

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## What is Bipolar Disorder?

Bipolar disorder (also known as manic depression) is a disease and psychiatric medical condition that impacts one's mood, behavior and emotions to the point that normal everyday functioning is hampered. The most common symptoms involve extreme fluctuations in mood between Depression and a condition called Mania. Mania usually involves either extreme happiness or irritability, racing thoughts, decreased need for sleep, grandiosity, and impulsivity.

It is important to note that

these emotional extremes (depression and mania) are not just normal everyday mood changes and can last for extended periods of time. In addition, there are different types of Bipolar and the condition may not look the same with different people.

What causes Bipolar? No one knows for sure. However, there is evidence that both genetic and environmental factors/triggers may play a part.

Some people with the disorder can enjoy healthy, stable mood for many years be-

tween episodes, while others struggle with going in and out of mood episodes almost continually.

Treatment for Bipolar disorder often involves a mood-stabilizing medication, such as *Lithium*, *Neurontin*, *Depakote*, or *Tegretol*. For more information on Bipolar disorder consult with your physician, a mental health therapist, Mental Health America of Wisconsin program at [www.mhawisconsin.org](http://www.mhawisconsin.org) or the

**Employee Assistance Program Coordinator, Cris Zamora at 414-286-3145.**

## How to Stand Out at Work

Want to make a positive impression at work or build a positive work reputation?

Try these tips:

1. **Be prompt for meetings** and arrive early for work.
2. **Don't just stand there!** Avoid procrasti-

nating, looking idle or daydreaming.

3. **Volunteer** for special assignments or tasks if able.
4. **Avoid the drama.** Avoid gossip and non-work distractions.

5. **Look the part.** Pay attention to your self-care, dress and hygiene.

6. **Enroll in trainings and ongoing opportunities for professional development** (<http://city.milwaukee.gov/der/Training>).

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## Diet Myths Debunked



**Diet Myth:** Certain foods, like grapefruit, celery, or cabbage soup, can burn fat and make you lose weight.

**Fact:** No foods can burn fat. However, some foods/drinks with caffeine may speed up your metabolism, which increases calorie burn but only for a short time and is not

likely to lead to significant weight loss in the long run.

**Tip:** The best way to lose weight is to simply cut back on calorie intake and maintain an active life style.

***Always consult with your doctor before engaging in rigorous exercise.***



***“The important task in parenting is matching your style to your child”***

## Parenting Styles...which one is best?

### **The Authoritarian Style:**

This approach tends to be highly structured in their approach to child rearing. Without ever being abusive, they set high, consistent standards of behavior for their children and tend to require obedience. They set clear goals for children and

make decisions with not much input from the child. This style of parenting appears to work very effectively for children with behavioral or conduct problems that need clarity, structure and authority. The authoritarian style tends to work less well with shy,

withdrawn children, who may be inherently fearful or anxious.

### **The Balanced Style:**

Balanced parents tend to maintain a pretty even tone in their approach to child rearing, neither particularly firm nor lax. They tend to be

involved in decision making, but will often leave the final decision up to the child. This style of parenting is effective with “middle-of-the-road” kids, who benefit from a balanced, structured approach. Children at either end of the spectrum, whether shy or wild, may feel lost or out of con-

trol with the balanced style.

### **The Permissive Style:**

Tend to let their children make many decisions, without being neglectful or care-less of the child. This style actually benefits shy, withdrawn children, who need lots of love and encouragement without too much structure. This approach

does not work well for rebellious or aggressive children, who need firmer limits.

The important task in parenting is matching your style to that of your child.

Source: <http://www.lifespan.org/services/childhealth/parenting/styles.htm>



## Resolving Differences in Parenting

Parenting is both a tough and rewarding job. Differences in how one parent views discipline, a problem with the kids or how to handle a family situation may potentially make matters worse for everyone involved. The following tips may serve as a guide in helping you “co-parent” more effectively.

- 1. Respond vs. React:** Often, our first reaction when faced with a difference in is, "That's not what I would do." Avoid reacting with a "my way is the right way" mentality. If possible, set aside the right time and place to discuss and resolve parenting conflicts or differences.
- 2. Communication:** Discuss each other's parenting

styles and truly listen for what values are important to your partner.

Be aware your own childhood or how you were raised. It is likely influencing you. Keep your reactions in the present and appropriate for today's situation.

**Ask yourself:** *Why did I react that way? Why did they?*

**3. Ownership (your actions/non-actions):** Don't play the blame game. Examine what role your actions or non-actions played in the conflict.

always be in control. Never undermine or sabotage your partner or your partner's parenting in front of your children. This strips away any authority away from the other parent.

**6. Keep in mind:** Despite your differences, always remember you both want what's best for the children. They need you both!

Source: <http://www.activityvillage.co.uk/navigatingparentingdifferences.htm>

**4. Control (who has it; who needs it):** Understand each other's needs for some control. Strive to be more flexible and to not

**5. Resolution (bring issues to closure):** Unresolved issues are a sure course to trouble. Don't put off dealing with important conflicts.



**“Never undermine or sabotage your partner or your partner's parenting in front of your children”**

## Quick Utility/Energy Money Savers

**1. Install fluorescent bulbs.** They provide four times as much light and last ten times longer than incandescent bulbs. Potential Money Savings: \$10-\$50/ yr.

grees. Potential Money Savings: \$20-40/yr.

**2. Lower the temperature on your hot water heater** to between 110 and 120 de-

**3. Always do full loads of laundry.** Several small loads use considerably more water than one or two large loads. Potential Money Savings: \$25-\$125/yr.

**for washing clothes.** Potential Savings: \$50/yr.

**5. Use your microwave instead of your oven whenever possible.** Potential Savings: \$50/yr.

**6. Install flow restricting shower heads.** Potential Money Savings: \$100-\$200/yr.



Office: 200 E. Wells St.  
City Hall Suite 706  
Milwaukee, WI.  
53202

Phone: 414-286-3145

Fax: 414-286-2106

E-mail:

czamora@milwaukee.gov

## Employee Assistance Program Newsletter

### Employee Assistance Mission Statement

It is the mission of the Employee Assistance Program (EAP) to assist employees who develop behavioral/medical problems that may directly affect their work performance, and to provide Key Personnel with policy and procedural guidelines for the management of these problems.

### Labor Management Employee Assistance Program

#### Steering Committee

The City of Milwaukee Employee Assistance Program is guided and overseen by a Joint Labor and Management Steering Committee comprised of representatives from major departments and unions.

*The Employee Assistance Program is operated by the City of Milwaukee Department of Employee Relations with the assistance of the Joint Labor and Management Steering Committee.*

**EAP IS ON THE  
WEB:  
WWW.MILWAUKEE  
.GOV/DER/EAP**

## Addicted?

**Question:** *How do I know if I'm addicted to alcohol or drugs?*

**Answer:** *Ask your self the following questions?*

1. Have I built a tolerance for alcohol or drugs? Does it take more now to get high or drunk?

2. Have I experienced "withdrawal" (such as nausea, insomnia, anxiety, sweating, trembling); if I don't use?

3. Do you find that you use more than you wanted?

4. Have you experienced a persistent desire to use, or unsuccessful attempts to quit?

5. Have you spent more time using or getting alcohol/drugs?

6. Do you find yourself not living up to important responsibilities due to using (like not going to school or being late for work)?

7. Does your use continue despite knowing the consequences?

The best way to know if your use has become an addiction is to talk to a professional about it. This is especially true if you answered "yes" to any three questions listed here.

**Consult with your physician, the Employee Assistance Program or a trained substance abuse counselor for more information.**

