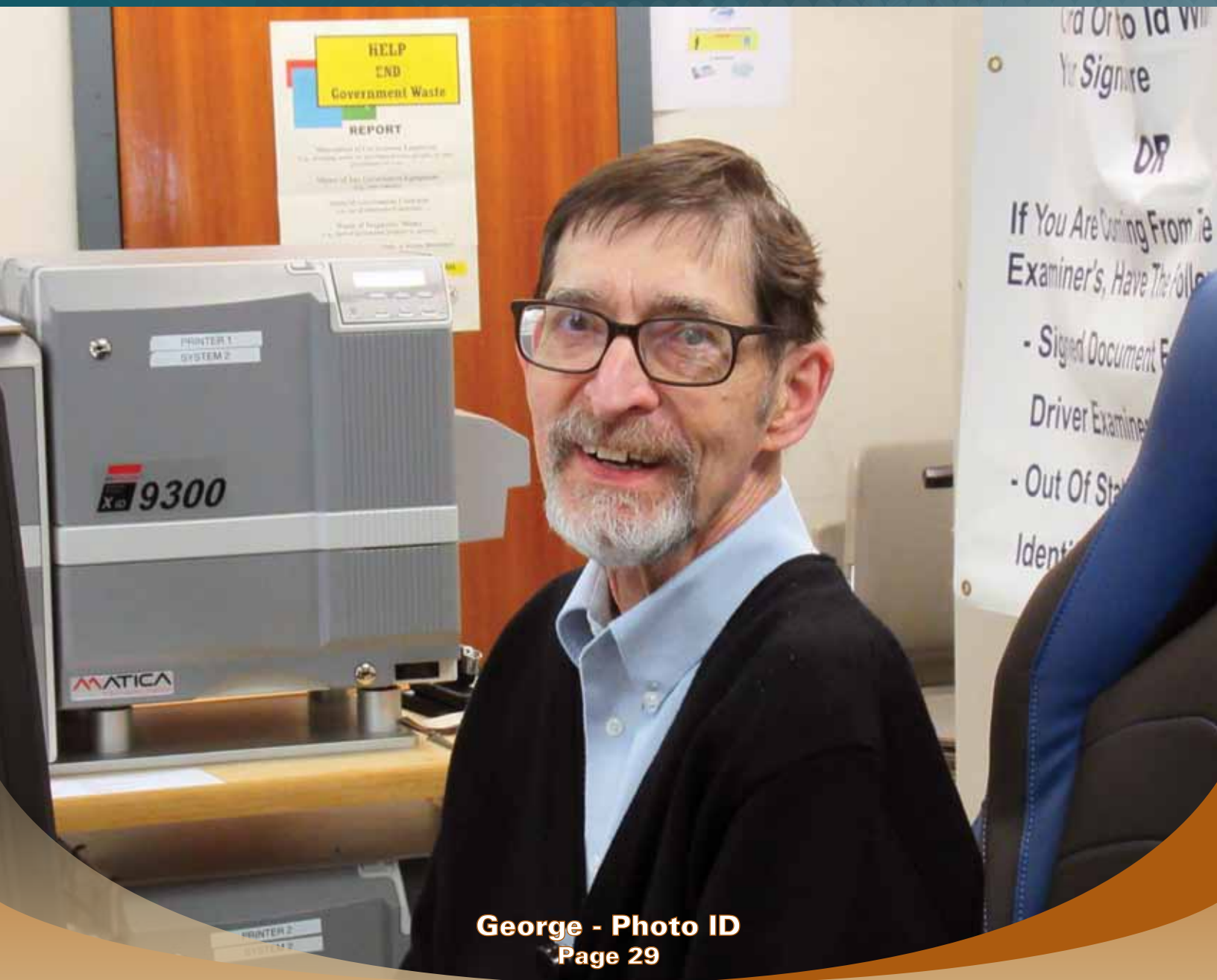


# Our Vision Works

A Publication of the Keystone Network of Agencies



George - Photo ID  
Page 29



## OUR VISION

We change people's lives for the better.

## OUR MISSION

To empower, educate, and employ individuals with vision loss or other disabilities.

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Operations & Facilities  
**PJ Yudt**

Vice President of Services  
**Priscilla Earhart**

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Vice President of  
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# A Year In Review and A Look Into 20/20

By Laurie Staph, President/CEO

Throughout the past year, our group of agencies have experienced many highs and embarked upon new adventures in support of our mission. We have had a number of new faces join our team on both the services and the employment side of our business. As our team grows, we continue to work together to develop our business while we overcome challenges and identify efficiencies that will lead us to continued success for years to come.

In 2019, our agencies saw record numbers in hours of services provided to our clients, as well as the number of clients served. We currently have 47 vehicles that are in service to provide transportation for our clients to essential needs including doctor's appointments, grocery shopping and banking. Our employees use the agency vehicles to provide assistive technology instruction, orientation and mobility services, and vision rehab services to our clients. With an increase in the demand for services, our team faces logistical challenges on how to better serve our clients while using an aging fleet of vehicles. The average age of our vehicles is 10 years. The maintenance crew helps to maintain the vehicles, ensuring that they remain safe and operational while enabling our employees to meet client demand. Staff has been evaluating usage and targeting areas to improve efficiencies wherever possible. Our goals in 2020 include monitoring our fleet of vehicles and

making appropriate changes, including upgrades, which will allow us to continue providing services to our growing client base.

Our team saw 1,270 clients across our group of agencies and provided 20,562 hours of service to those clients in 2019. Our agencies screened 10,639 individuals including 9,860 children and 779 adults. This is a 19% increase over 2018's total of individuals screened. All of our service providers have seen an increase in demand and have risen to the challenge of meeting that demand. We have successfully obtained a number of grants to help provide equipment and staffing to support our services programs across the state. In 2020, through a statewide grant with the Pennsylvania Association for the Blind (PAB), funded by the Department of Education, each of our agencies received a new Spot™ Vision Screener. These screeners will better enable Prevention of Blindness staff to provide vision screenings for kindergarten reg-

istrations and preschools, as well as adult screenings as needed. This grant is also providing Spot™ Vision Screeners to other agencies for the blind across the state. We are so appreciative of the PAB's efforts to obtain this vital equipment to help agencies all across the state, including four of our agencies.

In 2019, our group of seven companies employed 641 individuals across the state of Pennsylvania. These individuals are providing



Laurie Staph, Keystone President/CEO

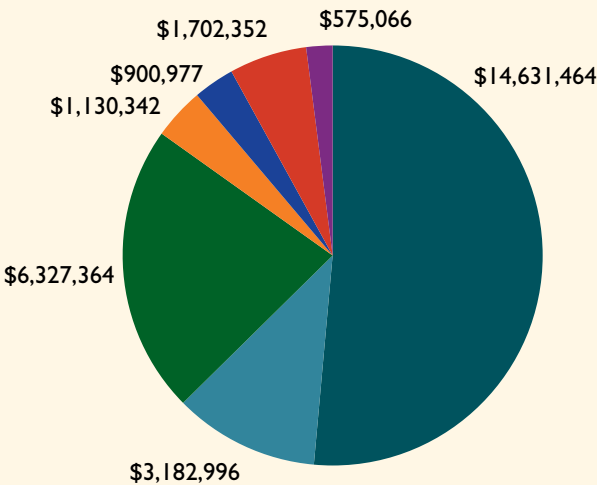
client services, working in photo ID centers, cleaning at various janitorial sites, providing lawn care and snow removal, manufacturing tools and helmets, manufacturing toilet paper, processing shredding, or providing administrative support. We provide employment opportunities for individuals with disabilities under the Pennsylvania State Use Law, through a partnership with UniqueSource Products and Services. We also provide opportunities for employment under the U.S. AbilityOne Program through partnerships with both National Industries for the Blind (NIB) and SourceAmerica. In addition to our participation in these set-aside programs, our agencies also provide employment through commercial opportunities across the state. Our new ventures in 2019 included Keystone's addition of contracts through UniqueSource that provide janitorial services for two Real ID sites and a healthcare facility in Pennsylvania as well as Montgomery County Association for the Blind's new commercial opportunity to provide courier services for a Federal Mailroom contract. In 2019, Keystone Vocational Services sold 34,288 tools and 45,195 helmets to state, federal, and commercial customers. Keystone Blind Association produced 66,722 cases, or 5,337,760 rolls of single-ply toilet paper for sale to state customers. We are constantly on the lookout for new product or service opportunities to provide employment to disabled individuals throughout the Commonwealth.

In October of 2019, National Industries honored Keystone Vocational Services (KVS) for the Blind in recognition of outstanding efforts to maintain and grow employment opportunities and economic independence for people who are blind. We had a program in place to relocate individuals to work on this contract and covered the costs of relocation for qualified candidates. We currently have 31 legally blind individuals working on that contract.

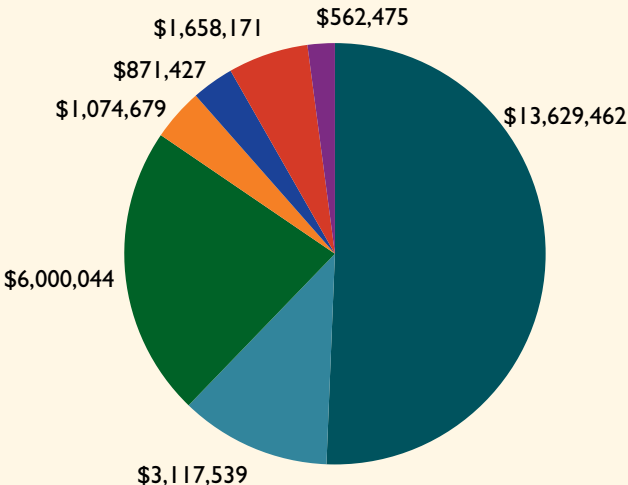
This past year, we took a major step forward in our commercial shredding capabilities by purchasing a new crosscut shredder. This new equipment will enhance our current service package, allowing us to process bulk shredding that meets National Association of Information Destruction (NAID) standards. With this new capability, we continue to meet HIPAA recommendations for document destruction. As we continue to serve existing customers, we have seen a 20% increase in our shredding customer-base in the past few years. This growth and the increased requests for NAID certification from prospective customers is what prompted us to expand this program. We have increased employment for blind and disabled employees through this project.

Each year represents an opportunity for growth of services and employment and we welcome the challenge each year to meet that demand. In 2020, our emphasis is on continued improvement and growth of our services programs as well as increased employ-

2019 Network Revenue



2019 Network Expenses



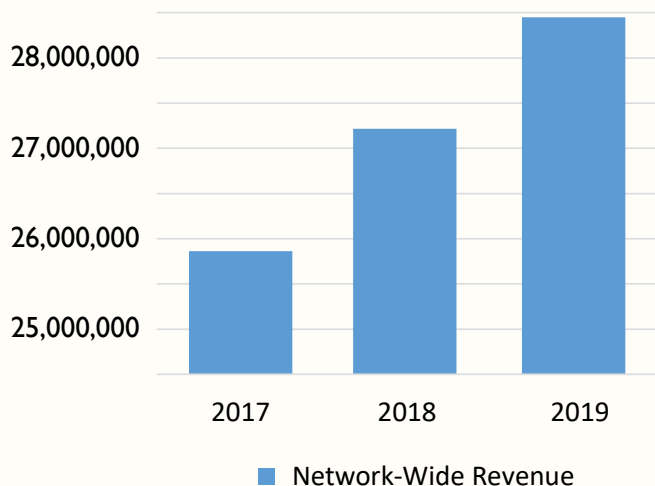
■ KBA ■ KIM ■ KVS ■ BCAB  
■ CBVI ■ CBD ■ MCAB



ment at all levels within the organization. We are looking at 2020, or 20/20, as the year of vision for our agency as we feel the current economic conditions will continue to dictate change in order to keep up. As I write this, our country is facing the COVID-19 pandemic. We are in a battle to fight this virus and come together to keep our clients, employees, and families safe. We are mindful that there are always others in need of our help. While we have adjusted our service offerings during this time, we are keeping in contact with our clients to ensure they are well and have everything they need to stay safe in their homes.

As we look forward, our vision is clear for 2020... as an agency, we will continue to come together to meet the needs of our clients and our customers no matter what the circumstances present to us. We will continue to look for opportunities to pursue our mission to empower, educate, and employ individuals with vision loss or other disabilities. We are grateful for the continued community support at each one of our agencies during this time and their willingness to step in and help volunteer or provide funding. All of our agencies have seen grants come in for support during the COVID-19 pandemic and we are ever so

## 2017-2019 Financial Trends



grateful for that help to continue serving our clients in this time of need. Without the services we offer, many of our clients in the community would have no other means to get groceries, handle banking, or remain independent in their homes. We look forward to a brighter future in 2020 and thank all of you for your continued support!

# Board of Directors

**Sam Bellich** | Area Agency on Aging (retired)

**Maria Boyer** | PhilStar Entertainment

**Cindy Falotico** | iHeart Media

**Gary Ipson** | Computer Consultants | SECRETARY

**Denise Jarrett** | Community Action Partnership  
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**Kevin McDermott** | Minuteman Press | CHAIRMAN

**Sam Moore** | Tiffany's Banquet Center

**Brenda Oman** | EXAL Corporation (retired)

**Bryan Scheidemantle** | Scheidemantle Motors  
| VICE CHAIRMAN

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**Dennis Songer** | District Judge

**Mary Sternthal** | Mercer County Head Start

**Kevin Willis** | Strollo Architects

**Elaine Wolfson** | Community Counseling Center

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**Michael Barr** | Barr & Shaffer

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**Christian Kuharik** | Hope Center for Arts & Technology

**Walter Novosel** | Nova Cellar Winery

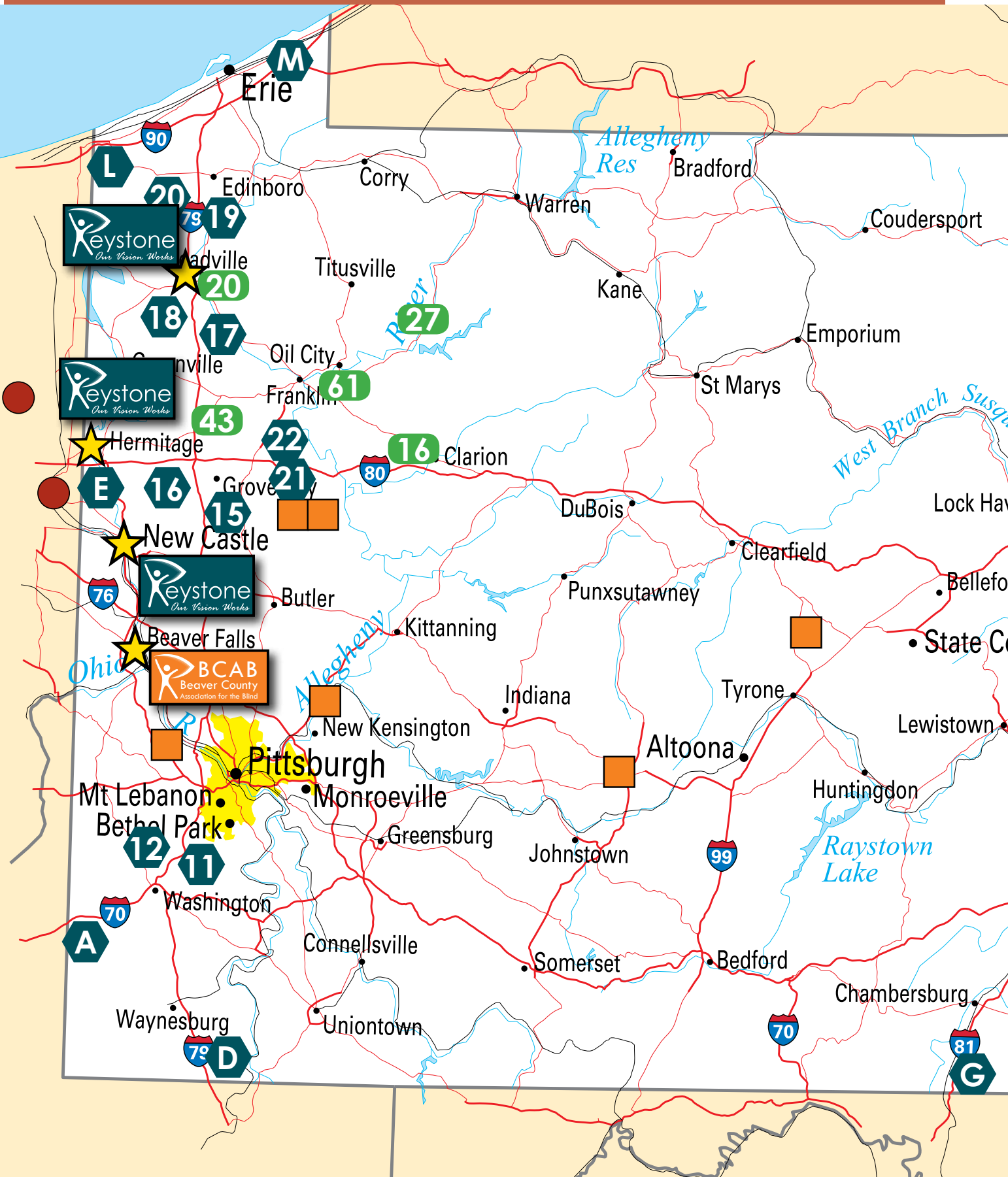
**Tony Paglia** | Penn State Disability Coordinator

**John Pappas** | CHAIRMAN

**Joseph Yarzab** | Medicine Shoppe Pharmacies  
| VICE CHAIRMAN

# Network Operations

## Map of offices and contract locations





Agency Office



Rest Area



Photo ID Center



School Contract



Service Contract



# Employment Achievement Award

Keystone Vocational Services received the 2018 Employment Achievement Award at the 2019 NIB/NAEPB Training Conference and Expo in Washington, D.C. Keystone and three other non-profit agencies received recognition by National Industries for the Blind (NIB) for a significant increase in their number of blind labor hours during 2018. **Keystone had the largest increase in the country with 56,000 hours.** This increase in hours was attributed to the Mailroom & Courier Services contract at Boyers. This was a prestigious award for our Agency!

Hearts swelled and filled with excitement as Keystone Vocational Services humbly, but excitedly, accepted this recognition from NIB. This award is only given annually, and it is an honor to be recognized among our peers at a national level.

Because each hour of blind labor is “*changing lives for the better*” this award holds a tremendous amount of meaning to our agency. It also signifies a remarkable amount of work that has been completed through in-

terdepartmental collaboration. It is no secret, Keystone has some amazingly driven people supporting all facets of the agency, and it was not lost on this contract. If you have followed some of the growth over the past couple years, you will recall that the Mailroom and Courier Services contract joined the Keystone family in 2017, allowing our agency to not only grow, but provide opportunities that we could have only imagined.

That 56,000 blind labor hour increase translates into about 27 new positions! In total, we have been able to offer over 60 people opportunities to work under the Mailroom contract, which exists as a Federal contract bringing great pay, and benefits. Our Human Resources team has done a fantastic job outlining these positions across all kinds of marketing mediums with great success. We have been able to reach people from the local area to Pittsburgh, Erie, Ohio, Florida, California, and continue to reach out across the country!



Keystone Staff members at the NIB Training Expo in October 2019. (From left to the right): Cristina Hittle, Melissa Means, Laurie Staph, PJ Yudt and Karen Bly.



It is certainly no easy task to recruit that many qualified employees, but just as challenging was the idea of introducing employees into an environment that had previously been held outside of the non-profit sector. The Services Team jumped into action, working with the Operations Team to integrate different learning techniques, lighting, jigs, equipment and assistive technology. Ultimately we overcame challenge after challenge to find success under this contract!

When we step back and think about when we began in April of 2017 compared to where we are now, it is nothing short of amazing! We have been able to implement employee led ideas on processing; we have introduced employee designed systems such as the *Slagle System Organizers* (Jeff Slagle) and the *L3*

systems (Lonny Lemke). With each design the excitement grew because we were finally able to introduce new employees into areas of the Mailroom process that had been previously worked only by fully sighted employees. The growth in the process and the growth within us continued.

Oh, did I fail to mention...the majority of our operations occur over 200 feet below the earth's surface? Yeah...we have overcome some pretty significant transportation challenges, but the rolling hills of Western PA have introduced a new kind of opportunity to a whole new team!! We can't thank Mercer County Transit enough for all the time and effort put into facilitating transportation from Hermitage to Boyers everyday.

# 2019 Network Wide Employee Numbers

<b>Total employees</b>	<b>641</b>
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<b>Handicap employees</b>	<b>433</b>
---------------------------	------------

<b>Non-handicap employees</b>	<b>208</b>
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<b>Handicap hours</b>	<b>449,794</b>
-----------------------	----------------

<b>Non-handicap hours</b>	<b>169,174</b>
---------------------------	----------------

<b>Female employees</b>	<b>248</b>
-------------------------	------------

<b>Male employees</b>	<b>393</b>
-----------------------	------------

<b>Oldest employee</b>	<b>83</b>
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<b>Youngest employee</b>	<b>17</b>
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## Employee Spotlight

# 30 Years at Keystone

A lot has changed at Keystone over the past 30 years; however, there are two familiar faces that have remained the same through all the agency growth, Judy Rauso and Marie Ditz.

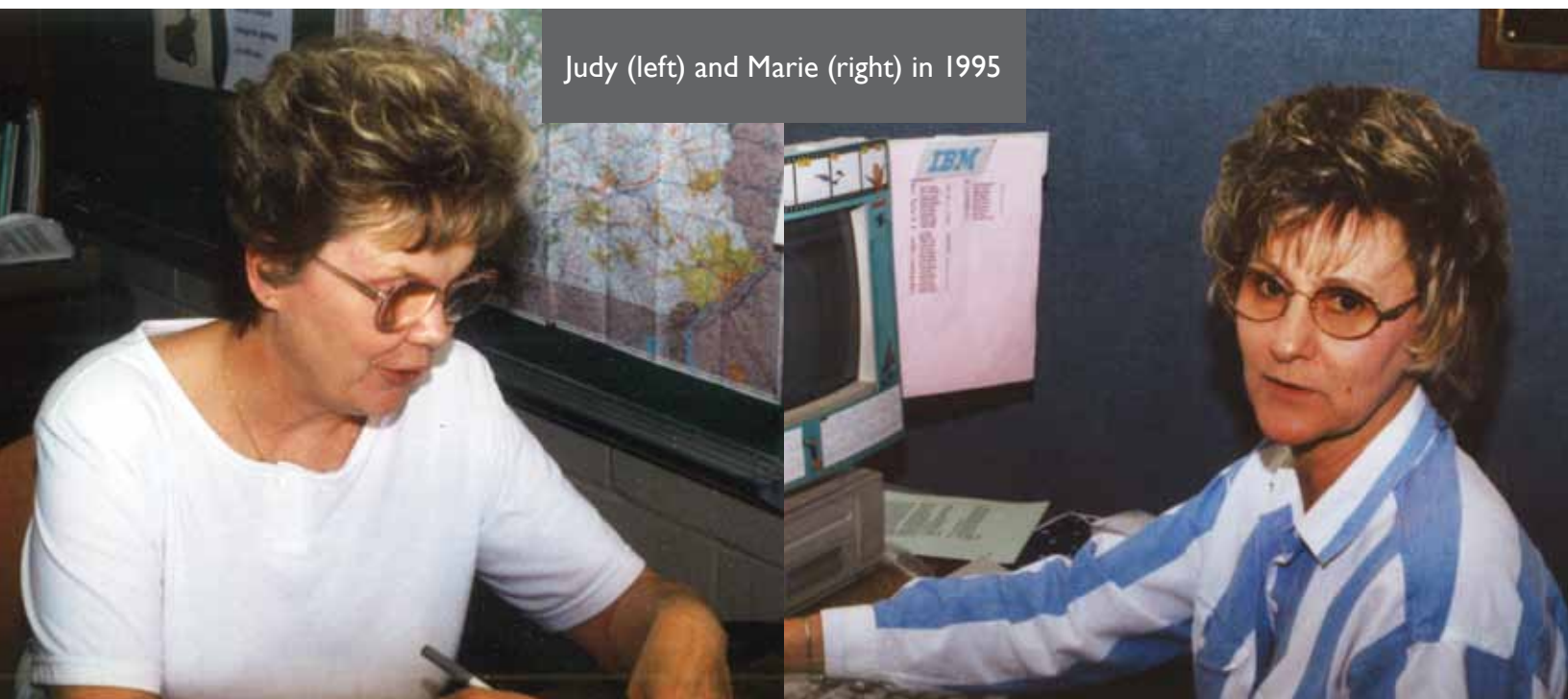
Prior to coming to Keystone, Marie worked in management for Heck's Department Store. The day she found out that the store was going to close is the same day she was first told she would have to get her leg amputated. During her time off from her surgery, she realized that she would no longer have a job. A friend of hers encouraged her to apply for a position at KBA. She was contacted right away and hired to remove staples and paperclips from paperwork. She quickly moved onto jacketing for microfiche.

Judy was working another job when a friend referred her to Keystone. She wanted a change so she applied. Judy suffered from extreme panic attacks. Slowly, working at Keystone helped her to overcome her fear. Getting into a car and just driving herself somewhere was a challenge. She had to take small steps every day to get herself prepared to leave for work. She would go to her car and sit, then go back in the house and do that several times before she could drive herself to work. Oftentimes, Marie would pick her up and bring her to work.

Hired less than a year apart, Judy and Marie first worked together in the Microfiche Department before moving into Human Resources. Over time, Marie moved up as the Director of Human Resources. When additional help was needed in the office, Marie brought Judy in to help. During that time, Marie and Judy did all of the payroll and paperwork for employee documentation, which is now done by fire individuals.

Marie and Judy have numerous stories of their time together at Keystone. One of their favorite stories to tell is about their time driving to a seminar in Monroeville, PA. After over an hour on the road, Marie turned to Judy and asked, "Are we still on the turnpike?" Judy responded, "Well, of course we are." Marie then asked, "Well, how come we never got a ticket?" It was then they realized they had been driving west and completely bypassed the turnpike. After finally getting turned around, they made it safely to the seminar, although they were rather late. They have laughed for years about this story.

During their time together in HR, Judy and Marie would travel throughout the state, meeting employees at the KBA rest area sites and seeing their challenges. When meeting with our employees and helping them with their disabilities and personal issues, you do not



Judy (left) and Marie (right) in 1995



Judy (left) and Marie (right) in 2020

have to look far to see someone in a far worse situation than yourself.

One weekend, due to a position vacancy, Marie was moved to the Vending Department. When Judy came in to work that Monday morning, she found out she was now in charge of Human Resources. As Keystone grew, so did the HR department to keep up with the demands of all of the paperwork and number of employees. Once Keystone got out of the vending service, Marie moved into operations to supervise a number of our rest areas, the same position she currently holds today.

When asked about working with Judy and Marie, Karen Bly, Vice President of Business Development has learned a lot of important lessons:

*"I have worked with Judy and Marie for many years, and from them, I have learned many things. I've learned that if you want a good laugh... put those two in the same room. I've learned that if Judy says*

*"FINE!" it is not really fine at all, and you had better leave her alone for a few. I've learned if Marie tells you "you're going to have to go around Maggie's barn" to get somewhere, it's going to take a LONG time. I've learned that the success of our agencies is primarily due to the people like Marie and Judy. Our agencies are all about people who have overcome their own personal challenges in order to help others. It's more than a job, it's the way they live."*

It is safe to say, that this dynamic duo has more than likely worked with nearly every employee in the Keystone network of agencies over the last 30 years. It is impossible to describe their personalities in words, but anyone who has worked with either of them knows, they both are truly unique individuals, who make the lives of everyone they are around better.



# COVID-19 Response

This has been a tumultuous start to 2020 for all of our agencies, as we have had to make numerous decisions on both the services side and employment side. Due to the outbreak of COVID-19 and the governor's order, we locked our building to outside visitors. Employees who are able to work from home are doing just that and those who needed to be in the office practiced social distancing and all other appropriate measures.

On the employment/operations side of things, production of toilet paper continued as it is in support of the correctional facilities. Tool and helmet production continued as normal since it supports the military. The mailroom continued as well, due to its support of national security. All of our rest areas were shut down by the governor as well as photo ID sites. Our Cheyney University contract remained up and running, as well as those contracts at military bases and PEMA.

All transportation to non-essential appointments was suspended. Essential appointments included doctor's visits for significant health-related issues not including check-ups or annual appointments. We also continued grocery pick-up on a reduced and adjusted basis. Clients submitted grocery lists to our personnel to order their groceries online and our drivers picked those items up and delivered to our client's doorsteps.

All CAT-related services were provided via video-conference or were rescheduled at a later date through working with BBVS and the VA.

As of June 1<sup>st</sup>, all of our Services employees are back to work on a somewhat limited basis until we have the green-light and our services are slowly beginning to restart. All of our Rest Areas have reopened and staff is back to work. All of our photo ID sites are open.

To help support our efforts during the COVID-19 pandemic, we applied for multiple grants and funding. To date, we have received funding from the Pittsburgh Foundation (BCAB), the Foundation for Delaware County (CBVI), the Buhl Regional Health Foundation (KBA), the Meszaros Family Charity (KBA) and the Shenango Valley Foundation through multiple donors (KBA). All of our agencies have been fortunate to have supportive communities behind us during one of the most trying times in our history.



MCAB driver Konrad (top) and KBA Casework Coordinator Regina (bottom) delivering groceries during the COVID-19 Pandemic.



# Services

Through the stories in our magazine we'd like to share a glimpse of how all these programs positively impact the lives of the people we serve. We hope they will be an inspiration.

	KBA	BCAB	CBVI	MCAB
Access Technology	X	X	X	
O & M	X	X		X
Prevention	X	X	X	X
Specialized Services	X	X	X	X
Vision Rehabilitation	X	X	X	
Low Vision Clinic	X	X		
Keystone Kids	X	X		
Young Adults	X			

## Prevention of Blindness

### Eye Health and Safety Education

One of our goals is to help prevent an individual from ever becoming a client in the first place. To accomplish this, we offer a wide variety of prevention of blindness and eye safety programs to local communities.

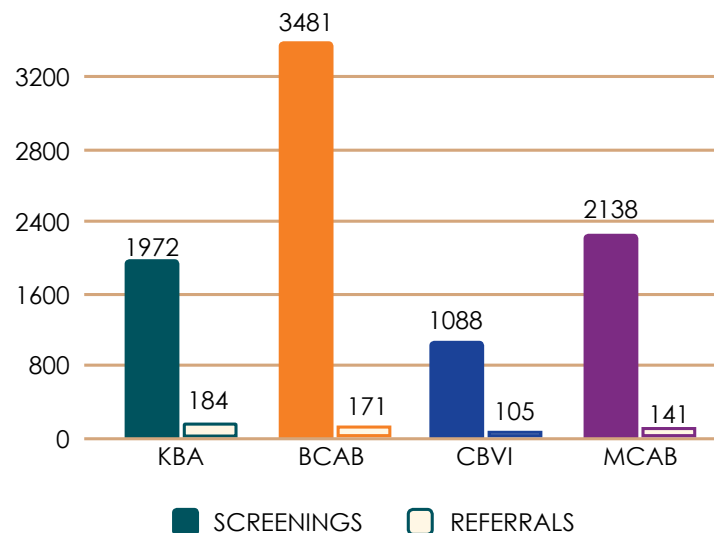
The Prevention staff schedules, implements, and keeps records on all screenings, referrals, and educational programs. The Director of Prevention Services and the VP of Services oversee the Prevention of Blindness Department to ensure that the programs are effective and support the community.

An example of the program's effectiveness is highlighted below:

KBA staff screened a 4 year old male at West Middlesex Head Start. The child's results showed a vision abnormality. A referral packet was sent to the parents that contained an explanation of the screening results, the vision screening summary printout, and an examiner's report for their eye care professional to complete and return to KBA following the examination. The optometrist's Examiner's Report confirmed our findings with a diagnosis of amblyopia (lazy eye) with astigmatism. He prescribed corrective lenses and patching.

If amblyopia is detected early enough through regular childhood eye exams, it can be treated and prevent permanent vision loss.

### Children's Screenings & Referrals



Figures reflect approximate 2019 numbers.

Proud member of United Way



# WE ARE HIRING



**APPLY NOW!**

## Career opportunities across the state of Pennsylvania!

Did you know that Keystone, along with our network of partners, is the largest employer of the visually impaired and disabled in the state of Pennsylvania and offers a variety of career opportunities?

We have both state and federal contracts that provide services and support to government agencies. These contracts require a large workforce, which means careers are available for blind and visually impaired individuals who often have trouble finding jobs. Some of these career opportunities include Photo License Technicians, Case Work Staff, Production Workers, Janitorial, and Floor Technicians. We also employ Seasonal Snow Plow Operators and Landscape Maintenance Laborers.

All of these opportunities and more, may be found at: [www.keystoneblind.org](http://www.keystoneblind.org). Be sure to check each posting carefully, as some positions may require certain qualifications per contract. These listings are being updated daily, so be sure to check the site often to see what we have available. We are always accepting applications, even when there are no current job listings.

# Access Technology

Imagine it! No smart phone. No computer. Could you do your job efficiently? Online banking, e-mail, social media, online shopping, all of this gone. All of these conveniences can disappear for someone with vision loss, that is, unless they know about Access Technology (AT).

Here's the good news! Several solutions are available for enhancing visual and auditory access on your computer or smartphone. Screen magnification and screen reader solutions are available for Windows and Macintosh platforms. Solutions on smartphones and other mobile devices offer usage of simple gestures such as swiping, tapping and twisting to afford easy ways to utilize such devices. The ZOOM Magnifier

and Voiceover Screen Reader utilities are available for Apple iOS devices and the Magnification and TalkBack utilities are onboard Android devices. That is only the tip of the iceberg. Accessible apps are available that clearly identify and relay color, money, hard-copy info, and bar code information for relay of ingredients, cooking instructions and prices. Facial recognition and navigation apps are ideal in group settings, unfamiliar buildings and community.

We are very fortunate to have instructors available across our network of agencies to guide and teach people these skills in order to enable them to maintain or regain employment as well as enhance the level of independence at home and in the community.

## Laura - AT Client

Laura was a juvenile diabetic and was fully sighted until the age of 25 when her world went dark. Laura developed the attitude that embraces the concept of "I will now be able to do something", not "I'm not able to now". She is employed as a Disability Integration Specialist with Abilities in Motion in Reading, PA. Laura is also the Regional Lead with the American Red Cross Disability Integration Team and is deployed across the country in order to provide support for disabled individuals stricken by natural disasters.

Laura received training in Orientation and Mobility and Vision Rehabilitation which are essential to her independence in daily life. Technology has played a significant role in various academic and employment-related certifications and duties. She also received extensive training in CBVI's CAT (Computer Access Technology) classroom program. She now routinely uses JAWS, a screen reading program to input and utilize database functions, address correspondence, e-mails, and search the Internet for resources. Currently, she is receiving instruction from the CBVI CAT program to develop and use pivot tables which she will utilize for trainings and navigate Microsoft Teams to efficiently interact with her colleagues. She also uses an iPhone with Voiceover in order to complete numerous employment and Red Cross functions while on-the-go.

One of Laura's passions is advocacy and education. Wherever she goes, she teaches people how to properly assist her as a sighted guide. She is always ready and willing to provide training to professionals in emergency, health care and social services to assess and understand the functional needs of individuals who are blind, deaf, or physically disabled.



CBVI Access Technology client, Laura

# Orientation & Mobility

These days, it's not unusual to find many over-age-55 friends and neighbors who are finding creative ways to overcome the physical challenges of getting older. Yet there are few who have approached their disabilities with tenacity, joy and humor. That is the case with Ms. Debra DeWitt, a bubbly, energetic 64-year-old from Willow Grove who became legally blind at the age of 17.

Debra has been an MCAB client since 1993. During those 27 years, "Deb and I have invented many innovative ways to help her fully participate in the community she loves," said Elaine, MCAB certified O&M specialist.

"Her disability would have thrown many people into despair," said Elaine. "But Deb has approached it with an energetic spirit and a can-do attitude. Her success rests in her willingness to partner with professionals to find creative ways around obstacles."

At age 17, she lost her vision as a result of hydrocephalus due to a concussion that was not treated immediately. In August 1972, two months after the concussion, she completely lost her vision.

Debra was discharged from the hospital and went home to live with her mother. "My mom treated me like an invalid. My friends in the neighborhood expected the 'same-old-Debra' back. I knew deep-down that I did not fit either of these identities. "My biggest challenge," she admitted, "was trying to understand who I was now as a blind person. I had to take risks. It was really hard and scary."

The next 10 years were full of "firsts." Debra got her GED. She attended Montgomery County Community College and earned her Associate's Degree in Elementary Education. Then she went on to Chestnut Hill College and earned her Bachelor's Degree in Psychology and Education.

"I didn't do it alone," a grateful Debra admitted. Almost from the beginning Elaine was coaching Debra every step of the way, training her in Orientation and Mobility Skills, always with the goal of maximizing her independence.

Over the next 27 years, Elaine taught DeWitt to travel (walking with a white cane) around both colleges, her church, the gym, supermarkets, train and bus stations. The pair even ventured together to Debra's favorite jazz club in Germantown!

"If you walk with Elaine, you better wear good shoes," DeWitt chuckled, "she will keep going until you are exhausted, but confident."

All those hours of instruction and practice really paid off. "My life now is wonderful! At age 64, I am independent, confident and courageous. I love exercising and learning about healthy eating. I live independently in my apartment."

Elaine, MCAB certified O&M specialist (right) with long time client and friend, Debra (left).





# Specialized Services

Specialized services are provided to individuals who are blind or visually impaired from birth to senior years. These services include transportation with sighted guide, support services (reading mail, check writing, assisting with shopping), life skills education programs, support groups, case management and talking books. Working together with other specialists and departments these individuals can ultimately continue to maintain their health, independence and participate as a vital part of their family and community. Other programs are available that can target skill building for children and young adults to assure success in the future.



Jennifer, BCAB TSS Program Director transports a client during the COVID-19 pandemic.

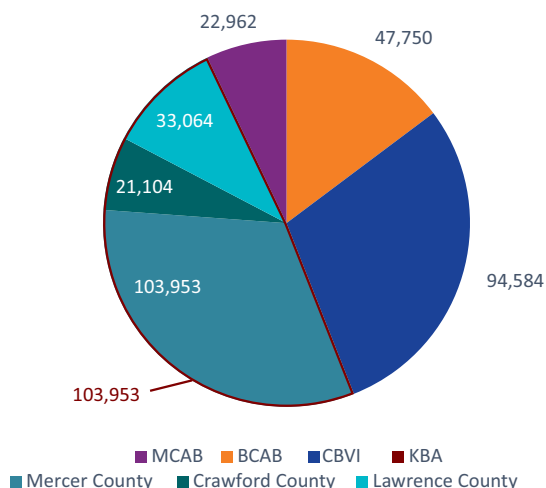
## How Do I Get There?

Vision loss has a significant impact on many aspects of an individual's life. One major affect is the inability to drive and safely maneuver inside buildings and throughout stores. In a statewide survey of blind and visually impaired individuals, transportation with a sighted guide was listed as the greatest need. Blind Associations across the State are working to meet this need in the counties they serve. Our network of agencies provide sighted guide services in 6 counties across the state; Beaver, Crawford, Delaware, Lawrence, Mercer, and Montgomery. Currently, 604 people are registered for our services including: transportation for essential needs, life skills classes and support groups. All of these services involve the use of agency vehicles. Agency vehicles are used to provide rehabilitative services, such as Orientation and Mobility, Vision Rehabilitation, Access Technology and Low Vision Evaluation/Training to clients in their homes, schools, and work settings. Vision Screenings and Eye Health and Safety Education to 23,699 children and adults also requires vehicle usage.

The following is a brief outline of the fleet:

- Number of vehicles - 42
- Oldest vehicle in daily use to transport clients - 2001 Cadillac Seville with 154,227 miles.
- Newest vehicle - 2018 Chrysler Touring Van with 12,150 miles.
- Average age of the vehicles - 10 years old.

## 2019 Total Miles for Services



## HOW CAN YOU HELP?

- Donate a vehicle if you or a family member can no longer drive or are deceased.
- Donate your vehicle for a tax write off instead of trading it in.
- Donate money towards the agency vehicle fund of your choosing.

# Vision Rehabilitation

The Vision Rehabilitation program provides instruction with adaptive techniques that enable visually impaired and blind individuals to independently perform daily living tasks based on individual needs and capabilities.

Keystone Blind Association has partnered with Dr. Paul Freeman to perform low vision evaluations at our Hermitage and Beaver County Offices. This has greatly enhanced our ability to provide comprehensive services to our clients and other individuals in the community dealing with a variety of vision impairments. Our Vision Rehabilitation Department provides follow up and training on recommended devices and vision exercises. Until this year a vital piece of equipment was missing that assists the doctor in identifying the specific areas of field loss. This knowledge helps to assess the loss, its impact on functionality, and assists in determining how best to accommodate those losses through optical and non-optical means. Increasing independence and enjoyment of life for the individual is our ultimate goal.

Through funding from the Buhl Foundation, a Visual Fields machine was procured. Automated visual field testing is reasonably straightforward. The patient fixates a central target in a visual field instrument (which looks like half of a large sphere) and, while maintaining that fixation without head or eye movement, must signal (with an electronic clicker) when targets randomly appear in the periphery. This testing is typically done with one eye at a time, but for specific tests, like that which is used to qualify for driving legally in Pennsylvania, it is done binocularly. When the test is completed, the measurements are recorded and printed out.

With the visual fields machine that was purchased, we have the capabilities to see what that field looks like for different reasons. For example, if a person has difficulty reading, it may be because they have a field loss that prevents them from seeing print in a certain area of their vision. The fields machine will allow us to see where their vision loss is and will help us train them to look where they have the most functional part of their vision. We had a patient that had macular degeneration which causes central field loss and as a result was unable to read. We were able to take a field test to see the extent of the loss and then we were able to train her how to eccentrically view around that blind

spot. She is now reading for the first time in 6 months. Another reason we would do a visual fields test is to make sure a patient is legally allowed to drive based on the state were they are licensed. In Pennsylvania, you must have at least 20/100 visual acuities and 120 degrees of visual field. Driving is a touchy subject with patients that come into the clinic because we live in a mandated reporter state. If a person does not meet the requirements above, the doctor must send their name into PennDOT. If they do not they can be liable if the person gets into an accident, and the person's insurance would not be valid. Many times, we use this as a tool to put family members at ease when a patient insists they are still able to drive, even if the family does not believe so. Recently, a 100 year old man came in to visit the clinic because he was struggling with reading. The family was concerned that he was still driving even though he could not see up close. A visual fields test was performed to make sure that he is driving legally. The driving screening test revealed that he was in fact legal to drive. Now the conversation could focus around other aspects of safety. This allowed us to have the most complete information so that we could help the family to understand why he was able to drive. Many times taking a person's license away causes depression even if the person does not drive much. Many of our patients report that they feel that taking their driver's license away is also giving their independence away.



US Rep Mike Kelly (left) has his visual fields checked on a recent visit.

# Keystone Tools



Keystone Vocational Services provides employment opportunities for local blind and visually impaired persons to assemble and package a line of industrial-grade fiberglass digging and striking tools for sale to the federal government. Keystone also offers these tools to state governments and the general public.

**Please visit our store at  
3056 East State Street, Hermitage PA 16148  
724-347-5501  
[www.keystoneblind.org](http://www.keystoneblind.org)**





# Buhl Regional Health Foundation Life Skills Kitchen

Keystone is excited to announce that our newly-renovated Life Skills Kitchen is equipped and ready for instruction to our clients. With additional funding from the Buhl Regional Health Foundation, we were able to procure a wide variety of equipment including: utensils, pans, cookie sheets, air fryers, crockpots, microwave cooking devices and many other options to aid in safe and efficient cooking or baking.

One of the goals of our Life Skills Kitchen instruction is to take people out of their comfort zones and encourage them to learn additional skills to help them stay safe and independent in their homes. Many cli-

ents either rely on a family member to do most of the cooking or have been reduced to eating pre-packaged meals that may be difficult to regulate the salt, sugar, fat and cholesterol content for their general health and specific dietary needs. Our newest series of classes is focusing on kitchen orientation, safety, eating skills, food prep skills (i.e. cutting, peeling, etc.), stovetop techniques, alternative devices for cooking, and cleaning skills. At the conclusion of each class, clients will be provided with the recipes and information shared at the class in an accessible format. In addition to developing the skills to prepare meals, they



The first class in the new Buhl Regional Health Foundation Life Skills Classroom at Keystone.





will learn about the ease of cooking healthy and the benefits of fully utilizing their microwave, crockpot, Instapot, pressure cooker, Foodi, or air fryer.

We hope that our clients complete these classes having acquired new skills and a new found confidence in their abilities. The following is prime example:

One of our clients had never come to Life Skills Class prior to this series of classes. At age 70, Susan lost her vision due to central vein occlusion, which left her with very little vision. This was 5 years ago. Today she reports, "I can only see motion and contrast." Susan was a second grade teacher for 35 years and was very involved in the community. Before losing her vision, she enjoyed reading, cooking, gardening, decorating, and volunteering for many organizations as well as being active in her church. Since her vision loss, Susan has not been able to enjoy most of these activities. Despite the fact that she loves cooking, Susan has

become the helper in the kitchen as her husband is now the primary cook. Though Susan has tried to stay active and positive, the loss of her vision has been absolutely life changing. Her goals are to get her kitchen organized, overcome her fear of the stove, and to become the primary cook again. When Susan heard about our new program, she realized that this was exactly what she needed. However, she was reluctant to participate. When asked why, she said "I am embarrassed." We counseled Susan through this fear, explaining that others in the class would be in a similar situation with similar goals and may be a great source of support for her as she moves forward. After the first class, Susan was very excited to once again be confident in her kitchen and enjoy her husband's assistance as the helper. This lovely lady is a perfect example of a client taking charge of her life and getting back to "normal." Here's to her success!



Gary and his guide dog Walter on the front steps of their new house.

## Employee Spotlight

# Gary - Mailroom

Gary was born in the state of Michigan. Gary was born prematurely and placed in an incubator for about 4 ½ months. Gary lost his vision due to receiving too much oxygen in the incubator. This is called Retinopathy Prematurity. Once he came home, it was quickly realized that Gary had total vision loss. Over the next 2 years, Gary had a slight improvement in his vision. At the age of 10, he and his family moved to Pennsylvania near the Pittsburgh area.

As a child, other than struggling to get through school, Gary made it through with no additional issues. He accepted his vision loss and did what he had to do to get by in his life.

Gary moved out to the West Coast as an adult for about 30 years. He spent this time helping to raise his step-children. In 2015, Gary moved back to the Pittsburgh, PA area. While there, he worked with

the Department of Rehabilitation. Through his counselor, Gary heard about the career opportunity with Keystone Vocational Services. Gary decided to apply for the position.

“The application process was intense,” said Gary. “You had to go through different testing and gather information from 40 years ago!” He had a hard time getting all of the required information and it was stressful. However, Gary says he had a lot of great help and support along the way.

After hearing back from Keystone that he received his clearances and was able to begin his employment, Gary was extremely excited to get back into the workforce. He says it was a great relief to learn about getting the job, and was really looking forward to a new beginning. His relocation from Pittsburgh to Hermitage went well. Getting started in Hermitage was



a smooth transition. He was originally supposed to start working in Boyers. However, the new transportation program in place allowed Gary to begin work in Hermitage where he relocated to.

Some of Gary's new job responsibilities include: cleaning folders, removing papers, staples and other debris that does not belong on the folder for recycling. Adapting and adjusting to the new position has been challenging for Gary, as he has not been in the workforce for almost 18 years.

He looks forward to getting up every morning and coming into work at Keystone. Gary says he likes doing the work and enjoys being around his co-workers the most. He loves the comradery with his teammates.

Gary says his life has changed since working for Keystone. He is not only back in the workforce, which was much needed, he is now financially stable. In October of 2019, Gary was able to purchase a home! "I am very happy with how this has turned my life around!" He is looking forward to continuing his work, staying healthy, and experiencing new adventures with whatever he decides to do! With Keystone, Gary has went skydiving, and is planning a dream trip to Italy.

Throughout Gary's life, he realized that being legally blind has entitled him to having a dog guide. He went through many years of not needing one, but says he woke up one day and realized it was time to get a cane and a dog, as things were changing. "While a cane is a great tool, you can't put your life in the cane's

possession. So, I decided it was time to get a dog."

In 2007, Gary received his very first dog, an English Lab named Tango. Tango unfortunately got ill and had to be put down. Gary's second dog was a German Shepherd named Griffin. The same unfortunate event happened with Griffin. The third dog was another English Lab named Mystic. Mystic came to work at Keystone with Gary. She developed an auto-immune disease in her paws that was affecting her nails. Mystic was sent back to her trainer for retraining, and her condition flared up again. It was decided that Mystic needed to retire. Gary says that Mystic is doing so well and has adjusted to her new life as just being a normal dog with her trainer out in California. One year ago, Gary began his training with his new dog, Walter. Walter is also an English Lab and is doing amazing! Gary says that Walter has come such a long way, and the Keystone family has welcomed him with open arms. To Gary, the dog guide's sole purpose is to get you from point A to point B. They make sure that they do their job. "I can put my life in my dog's 4 paws, and I encourage this to anyone who is blind or visually impaired to help with mobility. It could really change your life."

Outside of work, Gary participates in group outings that Keystone holds. We can't wait to see what the future holds for Gary! He enjoys spending time socially with his coworkers, even after 40 hours a week together!



Gary and Walter arrive home after a day of work at Keystone.

# Annual Events

The Keystone network of agencies is challenged each year with raising money to help support the programs and services for blind and visually impaired individuals throughout our community. Not only do our fundraisers benefit our agencies and the programs and services we provide, but they play a big part for our sponsors as well. By becoming a sponsor of one of our events, it creates a great opportunity to get your name out into the community and let them know you believe in giving back. We are very lucky to have so many wonderful businesses in the area that support our organization year after year. Each agency in our network is tasked with running a fundraiser that fits with their demographic population and interests of the community.

Keystone Blind Association (KBA) holds two fundraisers each year. The first is the KBA golf scramble that is held in June. This golf scramble has become one of the largest golf fundraisers in the Shenango Valley area over the past 25 years. What sets it apart from the others is that it is a five-person scramble

instead of the standard four-person scramble. The Chinese Auction draws much attention with the baskets ranging from a minimum value of \$50 all the way up to \$1,000 or more. Many of the items are graciously donated from local businesses throughout the area as well as from some of the golfers. Over the past five years, the KBA golf scramble has sold out of teams months ahead of the event.

Keystone's second and largest fundraiser is The Sizzler for Sight held in October. This event takes place at Shiner Picnic Grounds and consists of barbecuing on an open spit, side dishes and desserts donated by local restaurants, music, cigars, reverse raffles and a large Chinese auction with baskets totaling over \$15,000. The Sizzler takes a lot of volunteers to keep it running smoothly and our staff and board members at Keystone have stepped up to the task every year.

Beaver County Association for the Blind (BCAB) and Keystone Blind Association work closely with each other to help make every fundraiser a huge success. This includes BCAB's golf scramble that takes



The Sizzler has a lot to offer everyone who attends, but the highlight is the food.







The Vision Bowl events are a fun way to support our agencies while learning about living with vision loss.

place in August. A few years ago, Beaver County Association for the Blind moved their golf scramble to a new date and location: it is now held in August at Black Hawk Golf Course. The new date has proven to be a positive change for BCAB. Not only is the weather much better in August, but it has also allowed teams that could not take part in the KBA golf scramble to take advantage of the BCAB golf scramble. Some teams even golf in both events. This scramble is a four-person scramble, but otherwise, it follows the same structure as the KBA golf scramble. The staff at KBA and BCAB work together on each outing to be sure they are a huge success.

Beaver County Association for the Blind (BCAB), Center for the Blind and Visually Impaired (CBVI), and Montgomery County Association for the Blind (MCAB) each hold a Vision Bowl annually as a way to raise money for programs and services. The purpose of this bowling event is to heighten public

awareness of what it is like to be blind and visually impaired. For the second bowling game, sighted participants are asked to wear special glasses that simulate various eye diseases. The Vision Bowl has different sponsorship levels available as well as individual and team registrations along with a raffle. While BCAB has a large enough staff to run their own event, CBVI along with Montgomery County Association for the Blind (MCAB) plan to hold their event together and share the profits from the fundraiser.

The most important thing to remember in fundraising is that change can be a good thing. To keep a fundraiser running successfully, it requires change every now and again. Whether it be moving the date to bring in more people or freshening up the menu, every fundraiser must continue to change with the times in order to increase profits. If you are interested in participating in or sponsoring any of these events, please contact Maureen at 724-347-5501.



## Employee Spotlight

# Richard - Toilet Paper

### **Tell us about your background and history.**

I was diagnosed with glaucoma in 1961 at the age of three and was one of the youngest patients to be chronicled with it at Wills Eye Hospital at that time. After a series of surgeries, I began going to school in 1963 and was instructed to “complete” as much education as my condition allowed. With my family assistance, excellent medical treatment and much hard work, I graduated BOTH high school and college. I earned a “dual” degree in Education, both elementary and secondary levels from West Chester State College. I also completed a Master’s degree in Education as well. I have worked in some capacity since I was fourteen years old in my many different jobs, everything from lifeguarding at a local swim club, horticultural specialist at a greenhouse, summer camp counselor and manager at a furniture store.

I have also been able to use my PA teaching certificate to teach BOTH the elementary and secondary levels as a substitute teacher and long-term replacement in PA, before teaching abroad in Europe in private schools until my eyesight began to strongly “restrict” my employment opportunities. One thing that I am strongly proud of in my work experiences is that I NEVER let my “lack of vision” become an “obstacle to my efforts...just a temporary “hurdle” to overcome in my career.

### **How long have you worked for for Keystone?**

I began working for Keystone in October of 2012, when I was recruited by Linda Capone due to my previous instructor’s experience at Elwyn Institutes Lansdowne Prescriptive Occupational Skills Training Facility. I was originally hired to begin an on-the-premise training routine for the Toilet Paper

Plant in Chester, PA. Unfortunately, when we began operations, the function and process of the program was altered, but I continued here for the last seven plus years.

### **What are your job responsibilities?**

My responsibilities as a machine operator are to move the “finished” wrapped toilet paper rolls to a nearby table for the packing associates to “box” up the finished product for distribution. I am also responsible for the general appearance and clean-up chores around the wrapper machine and totes. “Off-loading” when my wrapper machine stops working is a must do assignment!

### **What challenges do you have?**

I have faced very few challenges in my job that I have not been able to overcome for success! Despite my own glaucoma advancing vision limitations, I

feel that “adapting” to new obstacles/road-blocks is a necessary aspect of job growth in most cases. The greatest drawback to me has been the necessity to wear protective eyewear on an unlimited basis to protect my eyes from dust particles.

### **What do you enjoy most about your job?**

I think the BEST aspect of my job has been that it has enabled me to continue my independence in my everyday life...which I deeply cherish in my life!

### **How has Keystone helped overcome your challenges?**

The greatest reward that Keystone has offered me is that I have been able to maintain my independence in my life, when it seemed like I had LOST such an important part of my life and existence. One never wishes to completely lose their ability to be self-sufficient and govern their own life.



Richard and his coworkers pack rolls of toilet paper into boxes to be shipped.



# Photo ID

Whether you need a Photo ID or a Driver's license, most Pennsylvanians over the age of 16 have visited a Photo ID Center at least once. Through PennDOT's contract with UniqueSource, Keystone Blind Association and Center for the Blind and Disabled both operate centers across the state. We employ 30-36 individuals with disabilities who work 15-24 hours per week. Employees are subject to strict background checks and must complete training prior to performing as a technician. KBA's sites are located in Clarion, Meadville, Mercer, Seneca, and Tionesta, while CBD's sites are located in Bensalem and Langhorne.

Photo ID Technicians follow a detailed opening and closing procedure. All products are considered consumables and must be accounted for and recorded on a safe log upon opening and closing. All consumables are locked in a safe when not being used in the printers. Technicians are trained to take and print photos for a Driver's License, Real ID, and Photo Identification. Technicians are also able to facilitate Organ Donor sign-up as well as provide Motor-Voter registration and renewal services.

Photo ID service is not to be confused with PennDOT's Department of Motor Vehicle Driver's License Exam service... we are simply taking your picture and providing the photo for your ID. When acquiring or renewing your ID, you must have a PennDOT-issued camera card as well as appropriate proof of identity and residency prior to visiting the photo center. We cannot process any photos without this information. Our technicians will offer any assistance possible to guide customers through this process, should an issue arise.

The implementation of Pennsylvania's Real ID initiative and the required process for applying for a Real ID have had a substantial impact on the on-site processing and wait times at PennDOT DMV centers. Again, our Photo ID Technicians have a limited role to play in Real ID, and in order to get a photo taken, customers must have required documentation that is issued by PennDOT personnel. In an effort to mitigate any additional delay at the photo centers, a second camera was recently added at the Mercer center and a third camera will be added at the Bensalem site in the very near future.

None of the sites operated by KBA or CBD are able to print a Real ID. We are able to take the photo, process your information, and you will receive a Real ID via USPS mail within 15 days. PennDOT has opened several new Real ID Centers. The new locations are able to process and print the Real ID's on site. New Real ID Centers are located in Altoona, Bridgeville, Erie, King of Prussia, Lancaster East, Norristown, Rockview, South 70th Street (Philadelphia), Summerdale, Whitehall, Wilkes-Barre, and Williamsport.

Due to the closure of sites during the COVID-19 pandemic, the deadline for having a Real ID has been extended to October 1, 2021. After that time, TSA will require a Real ID or valid passport for air travel and individuals will be required to present a Real ID for entrance to a Federal Government building. As the process for photo identification advances, our Photo Technicians will be trained and ready to provide exemplary customer service to those requiring assistance with their photo.





## Employee Spotlight

# George - Photo ID

### History and Background

I am a lifelong resident of Mercer County. I was four years old when I suffered from Polio, and spent 2 years in the hospital. My first stay was in Sharon Hospital for about 6 months. My doctor sent me to a Pittsburgh Hospital, where I stayed for 1-1/2 years. I attended Thiel College and finished my degree at Penn State Shenango.

I have been married to my lovely wife for 50 years as of April 2020. We have 2 Sons, and 4 Grandsons. My employment began at Sharon Steel for 27 years. I worked at Career Link for 4 years. I am an avid reader, and I thoroughly enjoy Art.

### How long have you worked for Keystone?

I have been employed with Keystone at the Mercer Photo ID Site for 10 years.

### What are your job responsibilities?

My job responsibilities are to have the Photo ID Camera ready to go at 8:30 AM. The safe must be balanced and all cartridges must be installed into the printer before the day begins. I keep a log of every photo I take for the day. At the end of the day the cartridges must all be removed and the safe balanced once more before it can be locked for the day.

### What challenges do you have?

I have been able to overcome any challenge I have faced. I know my limitations and how to work around any challenge that arises. My 2 year bout with Polio, at age 4, has taught me to accept and overcome just about everything.

### What do you enjoy most about your job?

I am and always have been a people person. I enjoy working with, helping, and enjoying people's company.

### How has Keystone helped overcome your challenges?

The greatest reward is knowing that Keystone is there to back me up. If I need help with anything they are there.



George, Mercer Photo ID Technician.

# Influencing Change through Advocacy

One thing that is constant in life is change. Changes in legislation and public policy are shaping the future of our world. As we navigate the political issues surrounding our clients and employees, we seek guidance and support from our partners at National Industries for the Blind (NIB).

NIB has created the Advocates for Leadership and Employment (Advocates) Program. The Advocates Program is a training program for high-potential NIB associated agency employees who are blind and interested in learning about the public policy process and communicating about our shared mission and outstanding work with elected officials. Working with NIB's Public Policy team, advocates receive formal training on effective communications, advocacy strategies, and grassroots initiatives.

Keystone Vocational Services' Production Lead Yehia "John" Elkadi was nominated to the Advocates Program in 2018, and he has received the tools necessary to communicate and advocate for blind and visually impaired individuals with local, state, and federal

legislators across the Commonwealth of Pennsylvania. According to John, "NIB's Advocate training is an excellent opportunity for people with visual impairment to learn to articulate our needs and get results."

As issues arise and John has shared information with coworkers, several employees have come forward with interest in also serving as advocates. We feel that the momentum of advocacy should not be restrained. Although we have only had one member nominated to NIB's program, several KVS employees have joined in our advocacy efforts at the grassroots level.

In today's ever-changing world, advocates play an essential role in communicating our priorities and concerns to members of Congress, as well as state and local officials. Agencies for the blind will continue to face a range of policy challenges, and well-prepared advocates are critical to our efforts to influence elected officials and protect jobs for people who are blind.



US Rep Mike Kelly (right) talks with staff members during his February 2020 visit.



George prepares sledge hammers for shipment to our customers.

# Working to Redefine disABILITY

Our network of agencies strive to carry out a mission by providing employment opportunities for those who are blind or disabled. While each agency is unique, serves a varying population, and provides distinct opportunities, we all share the common goal of promoting independence. Providing employment opportunities has been a key to success for many agencies for the blind – not just across the Commonwealth of Pennsylvania, but all over the United States.

Within Pennsylvania, our agencies are working under the State Use Program through UniqueSource Products and Services, a dynamic marketing and sales organization that serves as the central procurement agency for state government. The mission of UniqueSource is to identify, market, and deliver products and services that create employment opportunities for professionals with disabilities. Our network of agencies provide products ranging from toilet tissue to hand tools that are all manufactured right here in Pennsylvania. Valuable services such as landscape maintenance, snow removal, total property management, janitorial services and photo ID services are all provided by our employees. Over 75% of the direct labor on State Use projects is performed by individuals who are disabled.

On a larger scale, several of our agencies are also active in the AbilityOne Program. This is a federal set-aside program governed by The Committee For Purchase From People Who Are Blind Or Severely Disabled, an independent federal committee operating as

the U.S. AbilityOne Commission. NIB, SourceAmerica and American Foundation for the Blind are the central nonprofit agencies that administer the program and distribute orders among associated nonprofit agencies that are AbilityOne authorized providers. KVS and BCAB are both active members of this program. Through NIB, KVS provides fiberglass handled tools and cap-style safety helmets as well as mailroom and courier services. BCAB works with SourceAmerica to provide janitorial services at two Army Reserve Centers in southwestern Pennsylvania. Products and services provided through the AbilityOne Program are assembled or performed using 75% blind labor and 75% severely disabled labor for SourceAmerica projects.

Even though 75% of our workforce is blind or disabled, we have developed business plans over the years that promote the ability of our employees. When evaluating new contracts and developing new products, we don't focus on limitations or obstacles... we are working to redefine disABILITY.





# Document Destruction Service Update

We've all heard the phrase "taking baby steps"... and know that it doesn't necessarily have anything to do with toddlers or walking, but it means taking ever-so-slight advances towards a goal. Keystone's shredding operation has been "taking baby steps" towards becoming NAID certified in document destruction. *The National Association for Information Destruction (NAID) is the standard-setting body advocating for a standard of best practices across governments and by service providers as well as product, equipment, and service suppliers globally.*

The process of acquiring this certification began several years ago when Keystone purchased a 2017 Nissan NV2500 HD with a hydraulic lift in order to transport shredding totes in a safe, reliable vehicle from customer locations to our secure production facility in Hermitage.

More recently, Keystone has upgraded the industrial-grade shredding system we've been using since 2010, with a new Allegheny Shredder model 18-250CX cross-cut shredder and baling system. This

new equipment allows us to offer a degree of shredding to the industry-standards for Level P3 document destruction.

The processes and procedures Keystone has been using were designed to meet many of the requirements of NAID certification. When picking up from a tote or bulk customer, we provide chain of custody documentation, as well as a Certificate of Destruction upon final destruction. For years, walk-in customers have had peace of mind in knowing that our team of blind and disabled workers take great pride in providing a safe and secure method of destruction for documents.

As we continue to take these "baby steps" towards official certification, please consider Keystone as your next provider for document destruction services. We currently provide services to a number of local businesses, and we would be happy to add more to our list. For more information call, 724-347-5501, option 2 and then option 1.



Dave (left) and AJ (right) shred documents on the new shredding equipment.



# SHREDDING

## LARGE OFFICE

Holds over 200 lbs.

Volume Capacity	95 gallon
Length	35.4 inches
Width	27.3 inches
Height	45.6 inches

Perfect for companies who generate a large volume of paper.

If your company produces 10 – 12 file boxes per month, this program is for you.

**\$39.95**

Per Tote, per pick-up



## MEDIUM OFFICE

Holds 100 – 150 lbs.

Volume Capacity	65 gallon
Length	32.2 inches
Width	25.3 inches
Height	41.8 inches

Perfect for companies who generate a medium volume of paper. If your company produces 4 – 6 file boxes per month, this program is for you.

**\$29.95**

Per Tote, per pick-up



## SMALL OFFICE

Holds about 80 lbs.

Volume Capacity	30.2 gallon
Length	16 inches
Width	21.5 inches
Height	36 inches

Perfect for companies who generate a small volume of paper. If your company produces 2 – 3 file boxes per month, this program is for you.

**\$14.95**

Per Tote, per pick-up



**FOR MORE INFO, OR TO SCHEDULE AN APPOINTMENT, CALL 724-347-5501 x273  
WE PICK UP YOUR DOCUMENTS!**

Or, if you prefer, you can bring your documents to us. We offer "Free Pickups" in our local area. However, we have an "out of area" minimum charge of \$50\* for anywhere further than 40 miles from our Hermitage, PA location.

(\*any bulk service pickup 264+ lbs. will be charged at the \$0.19/lb. rate.)

**Document destruction of boxed/bagged documents is \$0.19/lb.**



# Landscape Maintenance

The Landscape Maintenance Department provides services at 13 Rest Area Sites located in 6 Northwestern Pennsylvania counties. The work includes: mowing of all lawn areas, trimming, mulching all landscaping beds, planting flowers in the spring, and pruning the shrubs and trees. The workers continually remove

fallen limbs or debris from the lawn areas to maintain a park-like appearance for all travelers to enjoy.

In the winter, the crews keep busy with snow and ice removal services at 11 Rest Area Sites in 5 Northwestern Pennsylvania counties. Snow removal is a 24/7 service (holidays included).

## **KBA**

### **Mowing Contracts**

District 4 Landscape Maintenance  
District 5 Landscape Maintenance  
Marshall Creek Park-Ride Lawn Maintenance

## **BCAB**

### **Snow Removal Service**

Avoca Naval Center  
Ebensburg Naval center

### **Landscape Maintenance**

Ebensburg Naval Center

## **CBD**

### **Landscape Maintenance**

District I Rest area/Welcome Centers  
District II Rest area/ Welcome Centers

### **Snow Removal Service**

District I Rest area/Welcome Centers  
District II Rest area/Welcome Centers

# Rest Areas & Janitorial

34 interstate highway rest areas are maintained in PA, making KBA the largest rest area vendor in the nation. Workers at the sites do chores ranging from cleaning to shoveling snow. The rest areas are open 24 hours a day, 365 days a year. It is our goal that those visiting these sites will have a pleasant experience.

## KBA

### State Contracts

- District 4 Rest areas/ Welcome Centers (9)
- District 5 Rest areas/ Welcome Centers (2)
- Districts I- TPM/ Rest areas/Welcome Centers (9)
- District II- TPM Rest areas/Welcome Centers (4)
- District 8 Rest areas/Welcome Centers (6)
- District 12/ Rest areas/ Welcome Centers (2)
- Pennsylvania Emergency Management Agency
- Philipsburg Geisinger Clinic
- Dixon University
- Gettysburg Photo ID
- Whitehall Real ID
- Lancaster Real ID
- Penn-Dot Susquehanna Maintenance Building
- Lancaster State Police
- Penn-Dot Pike County Maintenance Building

Under our janitorial service contracts, employees provide janitorial services including: cleaning of-fices, rest rooms, dorms, classrooms, floors and areas around the exterior of buildings.

## BCAB

### State Contracts

District 6 Rest area/Welcome Center

### Federal Contracts

New Kensington USARC  
Coraopolis USARC  
Ebensburg Naval Center

## CBD

### State Contracts

Cheyney University

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## Enclosed is my Donation:

☐ \$250   ☐ \$100   ☐ \$75   ☐ \$50   ☐ \$25   ☐ Other \_\_\_\_\_

Make checks payable to **Keystone Blind Association**  
Donate Online at [www.keystoneblind.org](http://www.keystoneblind.org) or we can charge your card:

Card # \_\_\_\_\_

CVV Code \_\_\_\_\_ Expiration Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

## Thank you for your generous donation!

(Return this form with your donation to Keystone Blind Association)

A copy of the official registration and financial information may be obtained from the PA Dept. of State by calling toll free, within PA, 1-800-732-0999. Registration does not imply endorsement.

***\*Please remember us in your will.\****



3056 East State Street, Hermitage, PA 16148

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