



Community IN ACTION

Newsletter February 19, 2007

Deadline is the second Friday of the month; Contacts for articles are: Child Dev. - Farzana Siddiqui, F&CR - Serena Villafaña, Morale & Wellness -Phyllis Johnpoll, Development – Scott Schlegel, All others – Nancy Peters. Editor: Winnie Althizer

DIRECTOR'S CORNER



Jerralynn Ness
Executive
Director

February has been a month for Community Action leadership to focus on planning for our future. A team of staff engaged in technology issues joined the Directors in an IT planning session facilitated by one of our board members, Ron Sarazin. We discussed what we had in place and what was needed to better support staff and our work. We formed an IT work group who will develop a plan of action to assure that our priority issues get addressed. The team includes: **Mary Jones**, serving as chair, **Brooke Zimet**, **Sam Widmer**, **Lorena Alvarez**, **Katherine Gallian**, **Keith Byerly** and **Joan Brown**. Many thanks to them! Our next planning session brought together a cross section of management staff to identify what are currently viewed as Community Action's strengths, weaknesses, opportunities and threats. This "SWOT" exercise is a very useful tool in strategic planning. It allows an organization to build on its strengths, address its weaknesses, seize appropriate opportunities and minimize damaging threats. Our staff SWOT report went to the full board to discuss at their all day strategic planning retreat. The board provided their input and the revised document can be found on our common drive under Agency Info, Annual Plan-Mission-Values, SWOT 2007.

The Board and staff Directors Participated in a full day retreat on February 9th to give direction to Community Action's 2007-10 Strategic Plan. We started the day with a report on our key accomplishments from our 2004-07 Strategic Plan. You can find this power point document on the common drive, under Agency Info, Annual Plan-Mission-Values, 2003-07 Strategic Plan Report. We spent the rest of the retreat discussing a vision for our future, identifying what we see as our highest level priorities, how we will prepare for growth and change, and what will be our indicators of progress. Kay Sohl, Executive Director of TACS, did an excellent job of facilitating this important session. The director's team will work with her report and the board Strategic Planning Committee to develop our goals and major areas of emphasis for 2007-2010. We will keep you informed all along the way. We left the retreat feeling energized and optimistic about our future. We also left with great appreciation for our board of director who bring invaluable expertise and caring concern to our discussions. Stay tuned!

News of Note

Natalie Horne, Executive Assistant to Jerralynn, was in a car accident on her way home from work February 7th. She was injured and is scheduled to have knee and foot surgery. We are all so grateful that she is doing well, spirits are good, but won't be able to return to work for 8-10 weeks. She will be sorely missed. In the meantime, Nancy Peters is pitching in to provide needed support. Nancy can be reached at 503 693 3202. A big thanks to Nancy.

UPDATE:

Natalie is now home after her surgery and doing well. She is confined to her apartment but hopes to return to work in April.



COMINGS & GOINGS

Welcome to the following employees:

Samira Lizama (Family Support Worker) Ellery Castro (T-1) Maria Grijalva (T-1) and Andrew Zaleski (Auditor /Inspector)

Goodbye to: Mary Carol Britt, Sheri Anderson & Amberlie Wiley



UPCOMING EVENTS!

Safety Meeting	3-05
Board Meeting	3-15
Building Meeting	3-20
Head Start	
Policy Council	3-20

March 2007 BIRTHDAYS

Stefanie Scovill	04
Brooke Zimet	05
Elias Aguirre	07
Lindy Ersan	07
Leticia Flores	10
Jenine Macon	10
Natalia Merecias	10
Beth Dasher	12
Fabiola Contreras	13
Samantha Dietzman	16
Beverly Sampson	16
Patricia Gamboa	17
Maria Regino	20
Harry Weiers	21
Jenifer Allen	24
Michele Walker	24
Terri Smith	25
Maria Elena Solis-Tovar	27
Charlotte Salgado-Zerber	29
Rosa Diggs	30
Laura Geraci	31



March 2007 ANNIVERSARIES



	Years
Jerralynn Ness	34 years
Donna Bennington	26 years
Sandra Kitchen	25 years
Terry Andersen	10 years
Keith Byerly	9 years
Lucia Guerrero-Perez	7 years
Doris Harris	6 years
Gail Boyle	6 years
Sandra Lazo-Lopez	5 years
Pat Rogers	5 years
Harry Weiers, Jr.	5 years
Jan Ostby	4 years
Esther Reyes	3 years
Catalina Solis	2 years
Nancy Peters	2 years
Lorena Alvarez	2 years
Nancy Miller	1 year
Bonnie Herrera	1 year
Mindy Kobata	1 year



March: is

National Professional Social Work Month
Mental Retardation and Developmental Disabilities
Awareness Month
American Red Cross Month
Poison Prevention Awareness Month

Spring Forward, Fall Back Important Reminder for March!

Beginning in 2007, most of the United States begins Daylight Saving Time at 2:00 a.m. on the second Sunday in March (that's March 11 this year) and reverts to standard time on the first Sunday in November. During DST, clocks are turned forward an hour, effectively moving an hour of daylight from the morning to the evening.

Low Fat Chocolate Macaroons

2 cups brown sugar
1/4-cup milk

1 tsp vanilla
1 tsp coconut extract
4 cups rolled oats
4 Tbl cocoa powder



Mix the sugar & milk in a pot and bring to a boil. Remove from heat and stir in the vanilla & coconut extract, and then the rolled oats and cocoa. Mix until everything is well coated; will make very stiff dough. Spoon out onto a

WHAT'S DEVELOPING?

Resource Development is planning the Celebration of Community Spirit dinner to be held at the Oregon Zoo on May 2, 2007, 5:30 to 8:30 p.m. Community Action will present its annual Outstanding Corporate Partner and Outstanding Business Leader awards.

April is National Volunteer Month. Please make sure Resource Development has received all of your volunteer time sheets so your volunteers can be properly recognized.

Remember Jeri Alcock's presentation at All Staff about the value of stories for communicating what we do? Please contact Scott at x254 in Resource Development with your compelling client stories.

Do you have wireless phones or ink jet cartridges to recycle? Please use the Do The Math! kiosk at the front desk. Proceeds benefit Community Action. Please tell a friend or group leader. These are worth a lot more than bottles or cans. Community Action receives a portion of recycling proceeds. Recycling precious metals and plastics keeps reusable and potentially toxic materials out of landfills.



CHECKS & BALANCES

Fiscal –

**March
17th**



LOOKIN' FER WORKIN ALL THE RIGHT PLACES

Job Openings may be viewed at
Common/Agency Info/HR Resources/Job Postings

*NOTE: Please check this address weekly for current information and details. We have many jobs in development that will be posted before the next publication and we will take applications as each job is posted.



CHILD DEVELOPMENT

We have just completed all our observations and surveys for our annual self-assessment. We have made great progress on most of the goals we set for ourselves this year, but there are always areas we can improve.

The Oregon Legislature is likely to approve funding to increase the number of children in Head Start over the next biennium, so we have established a Long Range Planning Team that is developing plans and timelines for how we will handle major rapid growth while maintaining the quality of our services. We are very excited at the prospect that all those children who wait and wait and never get selected for Head Start will have the chance!

USTOUS – SALES, SERVICES, NEEDS

2004 Kia Spectra, 4 doors, manual transmission, AC, CD, 37,000 miles. Averages 30 + MPG \$6,750.00. Call Nancy x 202 or 971-223-6022

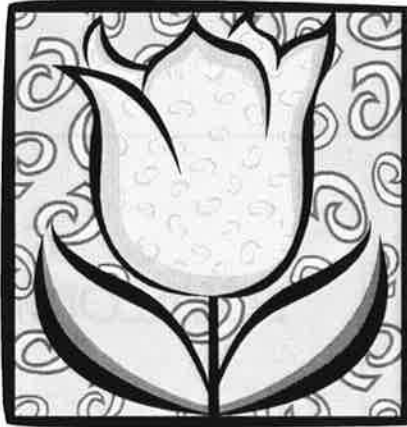
If you have something to sell or want to buy, email

HR - Ask Winnie

Sorry no available information at this time.



Welcome Spring
March 21st



CASH Oregon – Creating Assets, Savings & Hope

CASH Oregon along with their partners, AARP Tax-Aide, IRS & the Oregon Department of Revenue can help people file their taxes for free! Last year, more than 75,000 eligible Oregon families and individuals failed to receive millions of dollars in tax credits because they did not file a tax return! To receive the various tax credits, you must file state and federal taxes. There are FREE “Tax-Aide” sites all over Oregon with trained volunteers to help people of all ages file their taxes at no charge. To find out if you are eligible for this free service or to find the nearest free tax-aide site call 1-888-227-7669 or online go to www.cashoregon.org or www.aarp.org/taxaide. It’s your money. . . Go Get It!

FAMILY & COMMUNITY RESOURCES



Shelter:

Community Action has joined in a new collaborative program with Community Partners for Affordable Housing (CPAH) and Neighborhood House, through a grant from United Way.

The program is called SELF (Stable Environment to Launch the Future) and its main goal is to work together to help CPAH tenants maintain stable housing. Two case managers from CAO are each stationed at Greenburg Oaks and Oleson Woods part of their week to provide crisis intervention, information and referral for residents, including energy assistance, health resources, budgeting help, how to be good neighbors, and in general, help PREVENT problems and termination notices.

An example of success was when a case manager, property manager worked to help a family with a severe hoarding issue pass their HUD inspection and avoid eviction. Thanks to Ariana, Jessica and CPAH for SELF's success.

I&R Updates

They’re here!!! The Community Services Resource Directories are finished and have been shipped to everyone who pre-ordered copies. We even sold a few more at our breakfast meeting on February 1st. If you’d like a copy for your program or staff, please just turn in a green sheet. To find out more about the directories or get an order form, just visit the directories page <http://www.caowash.org/find/directories.php> in the FIND section of our website.

Another new feature in the FIND area of our website is the “Community Calendar”. Anyone can submit events they would like posted to the calendar right over the internet. Check it out at <http://www.caowash.org/find/calendar.php>.

Thank you to everyone at CAO for your words of encouragement, prayers, cards, flowers, donations to our charity and sympathy following the loss of my husband, Joe. No words can express our gratitude for your kindness.
Nancy Peters and family