



Community IN ACTION

Newsletter May 21, 2007

DEADLINE IS THE SECOND FRIDAY OF THE MONTH; CONTACTS FOR ARTICLES ARE: CHILD DEV. - FARZANA SIDDIQUI, F&CR - SERENA VILLAFANA, MORALE & WELLNESS - PHYLLIS JOHNPOLL, DEVELOPMENT - SCOTT SCHLEGEL, ALL OTHERS - NANCY PETERS. EDITOR: WINNIE ALTHIZER

DIRECTOR'S CORNER



Jerralynn Ness
Executive Director

At their May meeting, our board of directors approved our **2007-10 Strategic Plan**, which I would like to share.

Goal I. Community

Engagement: Educate, advocate and lead to increase community engagement in issues of poverty.

Outcomes:

- All 12 City governments are engaged in reducing conditions of poverty.
- Top 20 businesses are significant partners with Community Action.
- Faith based partnerships with Community Action increased by 50%.

Goal II. Family Self-Sufficiency:

Increase our leadership and effectiveness in reducing conditions of poverty.

Outcomes:

- At least 10% more families served receive comprehensive services.

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Continued from column 1

b. Establish a Beaverton Multi-Service Center to improve access to Community Action services.

c. 80% of all eligible Head Start children are served.

Goal III. Operational

Excellence: Deliver on our mission through operational excellence.

Outcomes:

- The agency is free of deficits and has \$1.2 million in operating capital.
- The agency strives to utilize and develop employees to full potential and at least 10% are prepared to move into positions of greater responsibility.
- The agency has effective processes to assure sustainable operational systems and to meet standards of organizational excellence.

NEWS OF NOTE



Wellness Day was a success! Our winner for "Name the Reality Show" is titled "Wellness Survivor" this came from JBT with no name.

After our survey the results are that 89% liked the format. We had a good number of people that have volunteered for next year's event.

Thank you to everyone that participated, we loved your enthusiasm, team spirit and being so willing to adapt to a different format.

Again, thank you to the Wellness Committee for all of your hard work to make this a fun and successful event.

COMINGS & GOINGS

Goodbye to Jan Ostby



UPCOMING EVENTS!

Safety Meeting	6/04
Building Meeting	6/19
Board Meeting	6/21

June 2007

BIRTHDAYS



Serena Ducksworth	1
Josefina Moran	1
Blanca Silva	1
Margaret Rodriguez-Springer	2
Jamie Hauth	4
Bob Watson	4
Gordon Eaton	5
Kathy Zane	5
Sandra Kitchen	6
Teresa Vasquez	6
Andrew Zaleski	7
Renae Baffo	9
Benita Navarro	14
Erica Tafoya	14
Judy Schilling	19
Debra Griffin	20

Birthdays continued

Ana Diaz	21
Cathy Meyer	22
Phyllis Johnpoll	23
Selena Somarriba	23
Maritza Urbina	24
Rebecca Lahti	27
Donia Diaz	30

June 2007



ANNIVERSARIES

Bobbie Ludwick	7 years
Larry Hauth	6 years
Katherine Galian	5 years
Lindy Ersan	2 years
Karla Castillo	1 year

JUNE IS

National Flag Month
 Rose Month
 Iced Tea Month



June 14 is Flag Day
 June 16 is National Mortician's Day (They get a day? Who knew?)
 June 17 is Father's Day.
 June 19 is Juneteenth; the oldest known celebration of the end of slavery.

Summertime Tips

Summertime brings the sun to the Pacific Northwest and we need to be aware of the danger sun exposure poses. Around 160,000 new cases of melanoma are diagnosed worldwide each year, the majority of them in regions where there is a lot of sunshine.

Your best choices for protection from excessive sun exposure are to apply sunscreen with an SPF (Sun Protection Factor) of 30 or better. Alternately, or in addition, you can wear sun protective clothing, such as long sleeves or a wide brimmed hat.

And have a GREAT summer!

Extra Special Spinach Salad

- 8 cups baby spinach leaves
- 1/2 medium red onion, sliced and separated into rings
- 1 (11 ounce) can mandarin oranges, drained
- 1-1/2 cups sweetened dried cranberries
- 1 cup honey-roasted sliced almonds
- 1 cup crumbled feta cheese
- 1 cup balsamic vinaigrette salad dressing, or to taste



Place servings of spinach onto salad plates. Top with red onion, mandarin oranges, cranberries, sliced almonds and feta cheese in that order. Drizzle dressing over each salad.

MORALE & WELLNESS

WHAT'S DEVELOPING?

Thanks to all staff who participated in our Celebration of Community Spirit on May 2 at the Oregon Zoo. The celebration raised \$58,000 for Community Action programs and services. Several guests said it was our "best dinner yet." Community Action presents Community Spirit awards as part of this annual dinner. Kaiser Permanente received the award for Outstanding Corporate Partner, Women's Healthcare Associates' Tualatin clinic received the Outstanding Community Partner award, and Bill and Sharon Beran of Beran Vineyards received the award for Outstanding Business Leaders. In his keynote speech, Ken Thrasher, CEO of Compli, talked about how early childhood programs benefit society and save tax dollars as children mature. Head Start "star" alumnae Cilicia Burrell and Deserie Gomez were recognized at the dinner, just before Cilicia ran off to take a mid-term exam. She says she's confident her grade will be at least a B.



CHILD DEVELOPMENT

Sorry no information at this time.

LOOKIN' FER WORK IN 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.



CHECKS & BALANCES

Fiscal –

We are moving! As of May 25, 2007, we (Fiscal, I.S., Facilities, Courier) will be moving to 4150 Pacific Ave, Suite 100, Forest Grove, Oregon.

Monday, June 4th we will host an Open House, so please feel free to drop by and check out the new location.

With this move in mind, you will want to make sure the following procedures are followed. Please make sure: That you have ALL the necessary signatures on your Form (Green Sheet, Check Request, Mileage, etc). Remember that if the request is for \$1000.00 or over, it requires Jerralynn's signature too, before sending it to the FISCAL Office.

Have the complete 6-digit Program code on your form. An example is: Account 53125, Program 102067. The last 3 digits indicate the month and year that the Program ends. In this example, the month is June, year 2007; which happens to be the end of our Fiscal Year (FY). Be sure to use the Fiscal Helpdesk/WIKI program to ask any questions. Located at the Internet address: <https://trac.caowash.org/>

This will be a learning experience for most of us, so if you have any questions, please don't hesitate to call Ann @ (503) 693-3243.

Allergy Facts:

Sensitive to pollen? Wash your hair before bedtime. **Reason:** You'll remove any pollen and keep it from settling on pillows and bedding. **Also:** Avoid irritants such as tobacco smoke, automobile exhaust, hair spray and perfume; wash your hands frequently; plan outdoor activities when pollen counts are low.

HR - Ask Winnie



This is a reminder for Pre-K staff getting ready to go on summer layoff. Those of you who have elected to continue working during the summer, as substitutes will have your status changed from “regular” to “casual on call”. This will allow you to get time sheets and a paycheck. Because your hours are being reduced, you will still need to consider whether or not you want to enroll in COBRA coverage. Just because you are working as a substitute your health & dental benefits will not continue over the summer.

Anyone going on layoff in June will have regular coverage for Health & Dental through the end of June (or if your last day of work is in May, the coverage ends the last day of May). Your portion of the June premium will be paid thru your last paycheck. Then your coverage will be stopped. If you enroll in COBRA, the first month of coverage will be July.

Recall letters will go out in August and you will notify the Head Start office if you will be returning. Those who return in September will have coverage reinstated as of September 1st, at the same level of coverage as you had in June. Open enrollment is also in the month of September that allows you to make changes in the type of plan, adding dependents, signing new Section 125 forms, etc.

Any rate increases will be effective October 1st.

FAMILY & COMMUNITY RESOURCES



Child Care Resource & Referral:

Do you know about the training that Child Care Resource & Referral does for child care providers, teachers, and parents?

Child Care Resource & Referral provides training for childcare providers, teachers, and parents. Training is available in a variety of areas including child development, health and safety, nutrition, curriculum, professional development, family and community systems, understanding and guiding behavior, children with special needs, and program management.

If you are interested in finding out what training is available now through the end of June 2007, go to www.communityaction4u.org. Click on “child care resources”, then “child care providers”. Scroll down to the newsletter and choose “Spring 2007 issue” in English or Spanish. Training is available in both languages. If you have questions about training call us at 971-223-6100.

Energy Assistance:

ENERGY ASSISTANCE NOT JUST A WINTERTIME PROGRAM

Just a reminder to everyone, that we do operate year round and usually have some assistance available even in the warmer months. The program year is October 1 - September 30. Generally people can only receive assistance once during that time, but if they have had some type of unexpected financial emergency they can check back with us to see what may be available for them. The numbers to call are: Hillsboro office 503-615-0771 or King City office 503-615-0772.

Homeless and Housing Services:

This past January, Pat Rogers, Homeless and Housing Services Manager, lead the efforts of the annual One Night Shelter homeless count. With the assistance of volunteers and community partners, 1,241 homeless individuals were identified; 440 of them were children under 18 years old. This represents a 7% increase in the total number of homeless individuals in our County from the 2006 count.

SAFETY

This has been an exciting year for the Safety committee – hazard inspections have been implemented, for a 5 month period we had no injuries, Handicap parking at the main office has been reconfigured to better accommodate clients who need those spaces, and MSDS books have been identified for updating just to name a few of the committee’s accomplishments. With such a significant decrease in reportable injuries, and some of our “bad” years of accidents being rolled off the calculation, we can anticipate some savings in our premium. Thank you everyone for working in a safe and responsible manner.