

Stan Allen

OFFICE OF ECONOMIC OPPORTUNITY COMMUNITY ACTION PROGRAM

Budget Bureau No. 116-S-9008
Approval expires December 1968

CERTIFICATION OF COMPLIANCE WITH SECTION 211
OF THE 1967 AMENDMENTS TO THE
ECONOMIC OPPORTUNITY ACT

DATE PREPARED
Amended Copy
22 November 1968

SECTION I. IDENTIFICATION

NAME OF CAA (or proposed CAA*)

Washington County Community Action Organization, Inc.

MAILING ADDRESS

| STREET | CITY | STATE | ZIP CODE |
|--------------------|------------|--------|----------|
| 3 S.E. 10th Avenue | Hillsboro, | Oregon | 97123 |

NAME OF PRINCIPAL REPRESENTATIVE BOARD

Washington County Community Action Organization, Inc., Board of Directors

SECTION II. POWERS OF PRINCIPAL REPRESENTATIVE BOARD

PRINCIPAL REPRESENTATIVE BOARD IS

A GOVERNING BOARD AN ADMINISTERING BOARD

A GOVERNING BOARD

a. Does it have as a minimum the following powers? YES NO (If "No", attach explanation.)

- (1) Appointment of the staff director of the CAA
- (2) Determination, subject to OEO regulations and policies, of major personnel, fiscal, and program policies
- (3) Determination of overall program plans and priorities
- (4) Final approval of all program proposals and budgets
- (5) Enforcement of compliance with all conditions of OEO grants
- (6) Determination, subject to OEO regulations and policies, of rules of procedure for the governing board
- (7) Selection of the officers and executive committee (if any) of the governing board

b. Are any of the above powers subject to concurrence, veto, or modification by any other local official or authority, other than by delegation of the powers by the governing board?

YES NO (If "Yes", explain)

c. Are any of the above powers delegated? YES NO (If "Yes", explain.)

AN ADMINISTERING BOARD:

a. Who are the governing officials of the state or political subdivision who have authority to act for the community action agency?

N.A.

In case of proposed CAAs prior to provisional recognition by OEO, questions should be answered as fully as possible based on present plans for board powers, composition, selection, etc. once recognition is granted.

6. IF AN ADMINISTERING BOARD (Continued)

- b. Do these governing officials exercise all of the powers listed in Item 5a. above? YES NO
(If "No", state which ones are delegated and whether to the administering board or to an area board or council.)

N.A.

- c. Does the administering board have as a minimum the following powers YES NO (If "No", attach explanation.)

- (1) The right to reasonable advance notice of, and an opportunity to make recommendations to the governing officials concerning the exercise of all powers listed in Item 5a. which those officials have not delegated to the administering board or to an area board or council.
N.A.
- (2) Supervision of the administration of all OEO policies and standards and of all program, administrative, and financial policies and rules adopted by the governing officials, including elaboration, supervision, and enforcement in the first instance, of all such policies and rules.
- (3) Selection of its own officers, executive committee (if any), and other committees.

7. State specifically what policies and procedures the governing board or administering board and governing officials have established to insure full and meaningful participation of the poor and area residents in the planning, development, implementation, and evaluation of programs, as required in Section 211(f) and PART B of CA Memo 81?
(Attach separate sheet if necessary.)

See Oregon CAP Grant 7131 f.y. 1968 Application and By-Laws

SECTION III.

BOARD COMPOSITION AND SELECTION

8. The total number of seats on the Board is 33. (If more than 51, explain how and when membership will be brought into compliance with legislative maximum.)

9. Representatives of the poor:

- a. The number of seats reserved for representatives of the poor who reside outside of specified target areas is:

NO. OF SEATS RESERVED 3

9. Representatives of the poor; (Continued)

b. The number of seats reserved for representatives of the poor in specified areas of the community, as detailed below, is:

NO. OF SEATS RESERVED 8

| NO. OF SEATS | AREA REPRESENTED | NO. OF SEATS | AREA REPRESENTED |
|--------------|----------------------------------|--------------|------------------|
| 2 | North Plains Area (North County) | | |
| 2 | Timber Area (Northwest County) | | |
| 2 | Gaston Area (Southwest County) | | |
| 2 | Sherwood Area (Southeast County) | | |

c. If the number of seats reserved for representatives of the poor is less than 1/3 of total board seats, explain how and when the board will be brought into compliance.

N.A.

Low-income representation usually exceeds 1/3

d. Describe the methods of democratic selection of the area and non-area representatives of the poor. If an existing CAA, state whether method of selection has been changed since December, 1967. (Attach additional page if necessary.)

See Oregon CAP Grant 7131 f.y. 1968 and By-Laws

10. Public officials and their representatives:

a. Total number of seats is 11. If a number of seats are being kept vacant because of unavailability of officials willing and able to serve, explain and state number of vacancies that will be reserved for chief elected public officials.

b. Describe the method by which the public officials are selected for representation on the board and list the title and political jurisdiction or agency of officials who will be represented. (Use additional sheet if necessary.)

The Community Action Board has restructured itself to provide eleven seats to public officials and their representatives. These seats have been filled by the Washington County Board of Commissioners.

11. Private organizations and interests

a. Total number of seats reserved is 11 maximum

b. List the private organizations and interests finally represented.

| TITLE OF REPRESENTATIVE | ORGANIZATION OR GROUP |
|-------------------------|--------------------------|
| Mr. DeMar Batchelor | County Bar Association |
| Mr. Tom Catron | County Board of Realtors |
| Mrs. Sandy Fields | League of Women Voters |
| Dr. Merwyn Greenlick | Kaiser Foundation |
| Mr. Purnell Sisk | AFL CIO (Labor Council) |
| Mr. Stewart Slinger | Home Owners Association |
| Mr. Orville Nilson | Metro Planning Council |
| Mrs. Betty Ashbaugh | Womens Extension Units |
| Mr. Clifford Cameron | VISTA |

c. How are the representatives of each group selected, once those groups have been determined?

All interested organizations and interests nominate candidates to stand for election at an annual public election.

d. How and by whom were the groups to be represented selected? List the names of all groups which were considered and rejected. State the criteria for selection and the reasons for rejecting any groups of significance in the community.

None "considered and rejected"

150 groups, associations, service clubs and business interests were approached and asked to select nominees for public election to the Community Action Board. Most interested nominees have been used in various capacities such as committee work and program volunteer even though not elected to the Board.

12. Does every board member who is selected to represent a specific geographic area within the community reside in the area he represents?

YES NO (If "No", explain.)

13. Do the agency by-laws or charter include provision for petitions for inclusion on the board by other representative groups of the poor or other community agencies as required by Section 211(d) (2) and PART C of CA Memo 81, and does this provision allow for expansion of the board (subject to the 51 member limitation) or revision of the make-up of the board in the event of approval of such a petition? YES NO (If "No", explain.)

(Attach a separate further explanation where sufficient space has not been provided to explain fully any response above.)

SECTION IV. REQUIREMENTS FOR OTHER REPRESENTATIVE BOARDS AND COMMITTEES

- 14a. List the names of any executive or steering committees.

Mrs. Lou Rice, Board Chairman

Mr. Jim DeYoung, Board Secretary

Dr. James Stewart, Board Vice-Chairman

Mr. Tom Catron, Board Treasurer

Mr. Jerry Harkins, Chairman Special Programs Com.

Mrs. Sandy Fields, Chairman Education Com.

Mr. DeMar Batchelor, Chairman Legal Ad

Mr. Clayton Nyberg, Chairman Manpower

Mr. Orville Nilsen, Chairman Housing

Mr. Eldon Hout, Chairman Nominations &

Elections

Mrs. Maxine Sweetman, Chairman Health

- 14b. Is each of the above committees in compliance with the requirements of PART D of CA Memo 81, concerning composition and quorum? YES NO (If "No", explain how and when compliance will be achieved.)

- 15a. List the names of any area policy boards and councils with major policy responsibilities as set forth in Section 211(c) and PART E of CA Memo 81 and briefly describe their powers.

North Plains, Timber, Gaston and Sherwood

See Oregon CAP Grant 7131 f.y. 1968 Application and By-Laws

- 15b. Is each area board or council in compliance with the representation requirements of PART E of CA Memo 81? YES NO (If "No", state deficiencies and explain how and when compliance will be achieved.)

16. If a multi-county CAA, does each county have its own board for program activities within that county?
 YES NO If "Yes", are the county boards in compliance with the composition requirements of PART E of CA Memo 81? YES NO (If "No", explain.)

N.A.

Single County

SECTION V.

BY-LAWS, CHARTER, ETC.

17. Are the board requirements of CA Memo 81 provided for in the charter, by-laws, or other basic written rules of the CAA? YES NO (If "No", explain.)

See Oregon CAP Grant 7131 f.y. 1968 Application and By-Laws

18. Attach a current copy of the by-laws, charter, or other document.
Attached

19. What is the procedure for amending this document?

See By-Laws

VI. CERTIFICATION OF COMPLIANCE (Sign applicable certification below.)

20. FOR AGENCY SEEKING PROVISIONAL RECOGNITION AS NEW CAA:

The information provided in CAP Form 75 concerning present plans is accurate and complete. At such time as the proposed Community Action Agency has received provisional recognition by OEO and is prepared to commence operations and assume responsibility for the community action program, it will be in full compliance with the requirements of CA Memo 81 and Section 211 of the Economic Opportunity Act as amended.

TYPED NAME AND TITLE OF OFFICIAL SUBMITTING CERTIFICATION

SIGNATURE

DATE

21. FOR EXISTING CAA OR PROVISIONALLY RECOGNIZED CAA SEEKING FULL RECOGNITION:

The information provided in CAP Form 75 is accurate and complete.

(Name of CAA) Washington County Community Action Organization, Inc. is in compliance with the requirements of CA Memo 81 and Section 211 of the Economic Opportunity Act as amended, except as may otherwise be explained in the form. The information and documentation set forth will be updated to OEO as changes occur or upon request from OEO.

Bonded Agent for Washington County Community Action Organization, Inc.

TYPED NAME AND TITLE OF OFFICIAL SUBMITTING CERTIFICATION

Hugh G. Rosenberg, Executive Director

SIGNATURE

DATE

22 November 1968

Stan Allen

OFFICE OF ECONOMIC OPPORTUNITY COMMUNITY ACTION PROGRAM

Regulation Bureau No. 116-SS-8008
Approval expires December 1968

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| Mr. Jerry Harkins, Chairman Special Programs Com. | Elections |
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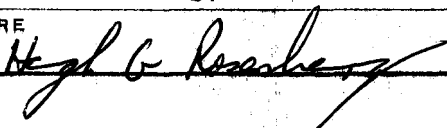
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