



# I need a name News

NOVEMBER 14, 2003

**Deadline** is the Friday before pay day; Contacts for articles are: Child Dev. -Farzana Siddiqui, F&CR – Beth Dasher, Wellness & Morale – Natalie Horne. All others – Winnie Althizer, Brooke Zimet. Editor: Winnie Althizer.

## DIRECTOR'S CORNER



Jerralynn Ness  
Executive Director

Last week I was invited to speak at a business focused summit sponsored by the Westside Economic Alliance to unveil their strategic plan for economic development. I was pleased that a Community Action perspective was valued and included. I noted in their report the following comment; "The greatest threat to our economic success and our livability is that the Westside will be divided into a region of have and have-nots, between those able to fend for themselves in a knowledge economy and those who are left behind. We can't allow any of our citizens to be left behind. The costs in terms of economic hardship, a loss in our shared quality of life and the cost of public service would be far to high." It was a welcome opener for me to provide them with information on the current state of poverty and economic insecurity in our county. Did you realize that while the total county population increased 43% in the last decade, that those living in poverty increased 74%? Or that our minority population increased from 10% to 25% of the total population? Or, that an affordable housing wage for Washington County is \$15.29 an hour and that 39% of renters in Washington County cannot afford a 2 bedroom unit at market rate? It has become painfully clear that the cost of living has risen beyond the means of entry level pay and that strategies to close this gap are clearly needed. Stay tuned.....

## NEWS OF NOTE



### CORRECTION

It was announced in a meeting at the Hillsboro Resource Center that the car seat program that Opening Doors is administering is free. This is incorrect. The car seats will cost \$25. The money needs to be in the form of a money order, and must be payable to "ACTS Oregon". If you know someone who is interested in purchasing a car seat, please have them call 971.223.6000 to find out more.

Check out the column for Family & Community Resources – pg. 2

## CA STAR



Byline Winnie

Terrific news! I have 2 volunteers for the "roving reporter" needed for this column. Michael Conner, an Area Sub with Hillsboro CDC and Joan Brown, Program Coordinator with Opening Doors have said they would like to get to know our staff & share the info with us in this column. Since this is one way we can get to know one another I'm excited to be able to continue the column. Many thanks to Michael & Joan. Remember if anyone else is interested there is room for 1 more.

## COMINGS & GOINGS

Welcome!!!

**Paula Anderson** our new Family Advocate at the Hillsboro CDC.

## OH My! ....Drowning in pointsettias – 2002 Holidays



## UPCOMING EVENTS!

|                       |               |
|-----------------------|---------------|
| Building Meeting      | 11-18         |
| Head Start            |               |
| Policy Council        | 11-18         |
| People You Should     |               |
| Know Breakfast        | 11-19         |
| Board Meeting         | 11-20         |
| Holiday: Thanksgiving |               |
| & Day After           | 11-27 & 11-28 |
| Safety Meeting        | 12- 01        |

## FAMILY & COMMUNITY RESOURCES



### 2-1-1/I&R Q&A Series: "Why 2-1-1?"

Finding help is incredibly difficult especially when one is seeking basic services such as shelter, food, prescription assistance, etc. In addition to lacking a clear number to call, it is also challenging to know how to navigate the maze of social services. 2-1-1 simplifies this process by providing access to I&R via an easy to remember three-digit number.

### Opening Doors:

Washington County residents may be eligible to receive a Cosco Turiva convertible carseat at cost (\$25.00). Income qualification is based on WIC income guidelines. Opening Doors will only accept money orders payable to **ACTS Oregon**. Some booster seats may also be available. For more information call 971-223-6006.



## CHILD DEVELOPMENT

The Pampered Chef Fundraiser, organized by A Kids Domain staff was very successful. Thanks to all who placed their orders and supported the scholarship fund program!

A new face in Head Start Central Support Area – Tera Rodriguez will be working with Head Start Support Services team and will receive all the training she can get to enable her to fill in when some staff go on FMLA leave in the next few months. Tera is from a Temporary Agency. Welcome to the team, Tera.

## MORALE & WELLNESS

### RECIPE: Impossible Quesadilla Pie

2 – 4 oz. Cans chopped green chilies, drained  
4 Cup shredded cheddar cheese (about 16 oz.)  
2 Cup Milk  
1 Cup biscuit baking mix  
4 eggs

Heat oven to 425 degrees. Grease 10"X1½" pie plate. Sprinkle chilies and cheese into plate; beat milk, baking mix & eggs until smooth (15 seconds in blender on high, or 1 min. by hand). Pour into plate. Bake until knife inserted into center comes out clear – 15 to 30 min. Let stand 10 min. before cutting.

*Provided by Ann Hering*

### Topics – An ATTITUDE of GRATITUDE- part II

*Excerpts from article by Charlie Wanzek Michaels*

**WHY WE AREN'T THANKFUL** I believe we aren't thankful because we expect what we have been given. Even the poorest of our poor have more food and possessions than the average citizen of the world. For us, abundance is normal and expected.

My parents tried to show me what life was like for people who were less fortunate... to make me more appreciative of what I had. Instead, it made me afraid of poor people. My sense of entitlement was so strong, I couldn't see "except for the grace of God" my family might live there.

My high school also tried to show me all I had to be thankful for by arranging an exchange with an inner city school. I was shocked. But rather than feeling grateful for what I had, I was indignant that others didn't have as much as I felt they should.

My parents taught me to say "please" and "thank you," write thank you notes, respect public property... but rather than feel grateful, I felt I was a dutiful good girl. I had to *witness* gratitude to realize I had not been appreciative as I'd gone through the motions of being thankful.

I've seen lots of poverty by US standards. Despite ongoing indignation over others' plights, I was never appreciative of what we have until I traveled in Southeast Asia. Everywhere there were people who had nothing, yet were so much more content. They felt blessed. They lived joyously. They knew gratitude. *To be continued in next issue.*

## WHAT'S DEVELOPING?

### We're raising more money!

Community Action's annual People You Should Know Fundraising Breakfast is fast approaching! Every year we hold a free breakfast at which we raise unrestricted revenue for our agency. This year the breakfast will be held on Wednesday, November 19<sup>th</sup> from 7:30am to 8:30am at the Kingstad Center in Beaverton. We are looking for people to volunteer the day of the event. Volunteers are needed at 7:00 am to greet guests, help them find their tables and to sit at tables with guests during the program. Volunteers enjoy a free breakfast and an inspiring program in exchange for their hard work. Please call Jodi Davis at ext. 254 if you would like to help us make this year's fundraising breakfast another great success.

### Adopt-a-Class and Adopt-a-Family

Resource Development is working hard to match Head Start classrooms with donors for the Holidays. Please remember that we work VERY hard every year to find donor groups for our classrooms but there is no guarantee every class will be adopted. If you know of businesses in need of Holiday giving ideas, please contact Jodi Davis at ext. 254.

The applications for holiday food baskets and "Adopt-a-family" that are located in our reception areas are for a holiday program sponsored by the Oregon Food Bank, not Community Action. If your families have questions they should call the Food Bank at 503-439-6510.

## USTOUS - SALES, SERVICES, NEEDS

For Sale: Oak Corner Entertainment Center - 2 bottom drawers for DVD's or Video tapes - a shelf on top with glass doors for DVD/VCR equipment - opening for TV is 25 1/2" high and 29 1/2" wide. Asking \$250 or Best Offer. For additional information/measurements call Renée @ extension 260.

## CHECKS & BALANCES

### Facilities -

**Carpets** in the Main office will be cleaned the evening of **Decemebr 6<sup>th</sup>** (new date) . Pack all personal belongings in a box and set it on your desk or take them home. Pick everything up off of the floor . The carpet cleaners will not be responsible for anything broken.

### Payroll- Reminder's

**NO WHITE-OUT!!!!** Cross out changes and initial. Use pre-printed time sheet with correct week ending dates. Employee and Supervisor signatures are necessary - required by regulations. Call Val @ (503)693-3285 for questions

## LOOKIN' FER WORK ... ... IN ALL THE RIGHT PLACES

See this info \* at:

Common CAO MainCAOInfo/HR ResourcesCurrent Job Descriptions.

### Administration

### Child Development

|                                 |                 |
|---------------------------------|-----------------|
| Bus Driver                      | \$8.79 - 10.68  |
| Family Advocate                 | \$11.21-13.62   |
| Teacher II /Family Support      | \$10.40 - 11.95 |
| Teacher II /Family Support      |                 |
| On-Call Sub (2 positions)       | \$10.40 - 11.95 |
| Teacher III On-Call Sub         |                 |
| (2 positions)                   | \$10.55 - 13.45 |
| Home Visit Education Specialist | \$11.61- 14.09  |
| Teacher III Subs-EHS            |                 |
| BCDC(2 positions)               | \$10.55 - 13.45 |
| Teacher II Subs-EHS             |                 |
| HCDC (4 positions)              | \$8.79 - 10.67  |
| Teacher II EHS-                 |                 |
| HCDC (1 position)               |                 |
| BCDC(1 position)                | \$8.79 - 10.67  |
| Teacher III Sub-Coffee Creek    | \$10.55 - 13.45 |

### Development Advancement

### Family & Community Resources

|                             |               |
|-----------------------------|---------------|
| Community Resource Advocate | \$11.10-13.48 |
| Shelter Resident Assistant  | \$8.32 -10.10 |

\*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.

## HR - Ask Winnie

### Benefits, Diversity Policy and so forth



It is nearing the end of the year and no one seems to know where all the time went! However, at this time of the year, some of you schedule time to review your retirement options and make appropriate changes. For employees who have enrolled in our 403(b) plan, or wish to do so, here is some important information:

If currently enrolled and you wish to make funding changes, you may contact Lincoln through our representative, Julie McDevitt at 503-699-4164. She will assist you with the process to change investment strategy. If enrolled, and you simply want to increase or decrease the amount of your pre-tax contribution (from your paycheck), you should contact HR and we will send you the form to do this.

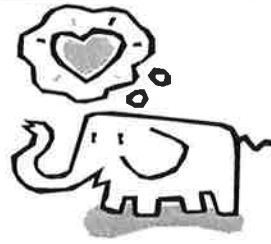
If you are not enrolled in the 403(b) Plan, but wish to do so, you may contact Julie McDevitt at 503-699-4164 and make an appt. to meet with her and complete the application process. First ask HR to send you a packet of 403(b) information so that you have it when you meet with Julie.

**HOLIDAYS** – We are closed for Thanksgiving & the Friday after EXCEPT for Early Head Start, Full Day Full Year program & the Shelter. The Agency will close all programs (except for the Shelter) for Christmas Day and New Years Day. For all other days during that time we will be open for business.

## SAFETY

In December, members of the Safety Committee will be taking a course in Hazard Identification. This course will provide them with the skills necessary to perform quarterly audits of the workplace and spot potential hazards before someone is injured.

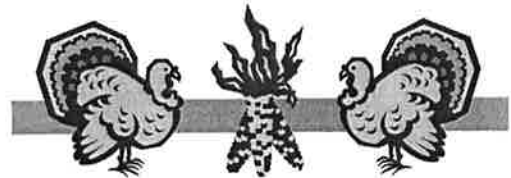
We want to remind you that everyone needs to report ANY injury/accident no matter how slight or if you went to a doctor. Those incidents are referred to as “near misses” they are reviewed by the Safety committee to determine if a pattern exists and can fix it before someone is injured.



## NOVEMBER BIRTHDAYS

|                     |       |
|---------------------|-------|
| Darlene Dacey       | 11-3  |
| Margartia Hernandez | 11-6  |
| Gilda Godinez       | 11-6  |
| Erika Early         | 11-6  |
| Linda Rothschild    | 11-10 |
| Donald Rogers       | 11-11 |
| Amber Wiley         | 11-17 |
| Lettie Hilles       | 11-27 |
| Brenda Neri         | 11-29 |

(If you want your birthday acknowledged, be sure to complete an authorization form – contact HR)



## NOVEMBER ANNIVERSARIES

|                   |         |       |
|-------------------|---------|-------|
| Kristen Ludwig    | 10 yrs. | 11-1  |
| Alisha Stoecklein | 7 yrs.  | 11-4  |
| Linda Watt        | 20 yrs. | 11-4  |
| Teresa Williamson | 1 yr    | 11-4  |
| Sonia Fernandez   | 1 yr    | 11-5  |
| Debra Palmer      | 5 yr    | 11-15 |
| Farzana Siddiqui  | 6 yrs   | 11-17 |
| Joan Swanson      | 18 yrs  | 11-18 |
| Rosie Garza       | 2 yrs   | 11-19 |
| Belinda Grimshaw  | 2 yrs   | 11-19 |
| Caronna Garcia    | 1 yr    | 11-25 |
| Melissa Secrist   | 1 yr    | 11-25 |