



# Paycheck News

November 29, 2002

**Deadline** is the Friday before pay day; Contacts for articles are: Child Dev. -Farzana Siddiqui, F&CR – Beth Dasher, All others – Winnie Althizer. Roving Reporter: Joani Hagen. Production: Christina Taft. Editor: Winnie Althizer Layout: Natalie

## DIRECTOR'S CORNER



Jerralynn Ness  
Executive Director

Thanksgiving is a wonderful holiday, a time to appreciate

and share what we have. It is a time for reflection, noting the abundance in our lives and being grateful for what we have. As I reflect on our abundance at Community Action, I find there is so much that I am grateful for.

- ◆ I think about the struggles of the families that we serve and feel grateful that through our work, comfort, hope and real alternatives have been provided.
- ◆ I think about our staff and the challenges you face on the job and in your own personal lives, and I feel grateful that you give all that you can to your work because you care *about* our mission.
- ◆ I think about our Board of Directors who partner with us to set the agency's direction, values and policies, and I am grateful for their commitment to the well being of our staff as they wrestle with tough issues to help us be the best we can.

One of the issues that the Board has wrestled with is how to maintain our healthcare coverage as costs skyrocket. Over the past years, the rising cost of healthcare has put it out of reach for most families and most employers.

And as the economy worsens, creating serious budget problems for the state, access to health care for low-income families is greatly at risk. Community Action has been unique in providing

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full family coverage for its employees, something that few employers are doing these days. As our healthcare costs increase annually, our board has found creative solutions to maintain a plan that is responsive to our needs and yet affordable. As a result, we can all rest assured that our employees all have access to health coverage when they need it at the lowest possible costs. And for this, I am grateful.

## COMINGS & GOINGS

This edition we welcome the following newcomers to Community Action:

Beverly Bean is a Teacher III sub., and Ana Estes, Erin Pearce, Melissa Secrist, and Sheri Siemens are all teacher II subs. All these new folks work for Early Head Start (Hillsboro & Beaverton). Thanks to all of you for joining us and we are glad to have you with us.

No goings this issue.

## UPCOMING EVENTS!

Safety Meeting	12/02
HS Policy Council	12/17
Building Meeting	12/17
Board Meeting	12/19
Holiday Gathering	12/20
Head Start Winter break starts	12/23



## CA STAR



Byline Joani Hagen

Imagine a job title like this: Driver and Cook and Family Advocate and Teacher Assistant. That is what our CAO Star, Lu Lamping, did back in the late seventies when she began her career in the Community Action Head Start program. It was 1978 when the director called Lu and offered her a job driving the Head Start van. In the morning she'd begin the 2-1/2 hour bus route to the Manning center, gathering children from the Timber, Gales Creek and Banks communities. The staff had to start a fire in the morning. "And to get water," she said, "we had to lay down flat on the floor and hang down into the well to turn the switch on!"

Lu's current job title is Family Advocate and she serves families in the Kinnaman and Chehalem centers. She estimates that she has worked in at least 15 different sites during her career at Community Action.

A native Oregonian, Lu spent her early years in the Buxton area and attended Kennedy elementary and Jefferson High School. She and her husband Art live in Vernonia. They have four boys and four girls, 15 grand children, 2 great-grand children and another on the way! Lu loves antique furniture. She has her own refinishing shop set up in the barn. Lu also has a passion for horses and especially likes to ride along the beach. When she retires she wants to join the senior rodeo circuit and compete in the barrel racing activity. "It would be fun!" Go girl!!!

## FAMILY & COMMUNITY RESOURCES

### *Time to apply for Energy Assistance!*

Many staff members at CAO are eligible for help with their heating bills this winter. Eligibility is based on income guidelines established by Oregon Housing and Community Services, which are set at approximately 185% of federal poverty guidelines. For example, a family of 4 can earn up to \$32,345 per year. A family of 2 can earn \$21,995.

We have our regular intake staff at Hillsboro and King City, but also several programs have workers trained to take applications. Opening Doors Staff and the Head Start Family Advocates all take applications from families they assist, and are able to take applications from their staff. If you are staff at any of these programs, you are welcome to apply for Energy Assistance through them or through our regular intake staff. Any Community Action employee is also welcome to apply at either Hillsboro or King City. All employee applications taken at any site need to be forwarded to Judy Schilling at the Hillsboro Main office for final approval.

Our Energy Assistance staff can be reached at (503)648-6646 x 219 (Hillsboro) or (503) 598-0505 at King City. We also have lots of energy conservation information to help you learn how to save money and keep warm. Don't wait until it's freezing outside to find out if we can help you!! .....continued in next column.

### Staff comments from the CADO Conference:

"I think the conference was AWESOME." – Serena Villafaña

"Very inspirational speakers, learned something of use from every workshop and had the opportunity to meet up with agency and program folks from all over the state." – Joan Swanson.



## CHILD DEVELOPMENT

The children of A Kid's Domain-Cornelius took part in the Community Action Fundraising Breakfast this week by greeting guests as they arrived. One child took part in the presentation of how Community Action makes a difference in people's lives. The children also helped in the creation of centerpieces using their pictures. A Kids Domain children love being "ambassadors" for Community Action helping to give a "face" to our programs.

## MORALE & WELLNESS

### Topics

Nothing to report this time around.

### Recipes

Pumpkin Pie  
\$1.99 for an 8 inch pie at Fred Meyers!

### Tips

A physical activity program that builds stamina, strength, and flexibility can make your RealAge as much as 8.1 years younger.

Checking out the fall scenery on a mountain bike may help you build stronger bones. Recent research revealed that mountain biking may have a leg up on road biking when it comes to building or maintaining bone mineral density. In the study, men who regularly rode cross-country on mountain bikes had higher bone mineral density scores compared to men who were regular road cyclists.

## WHAT'S DEVELOPING?



Trees' changing colors and thoughts of the Holiday Season in the air...

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

See this info \* at: Common CAO Main/CAO Info/HR Resources/Current Job Descriptions.

### Administration

I&R Data Specialist (.50% FTE)	\$9.28 – 11.27
Office Specialist II	\$10.41- 12.64
HR Assistant	\$12.17 – 14.78
IS Coord. (reopened)	\$14.89 – 18.08

### Child Development

Program Assist. Billing, Purchasing, Data Entry	\$10.41 – 12.64
Teacher IIIA Subs for Early Childhood	\$10.55 – 12.81
Teacher II Subs for Early Childhood	\$8.79 – 10.67
Teacher II Summer Plus (.50% FTE)	\$8.79 – 10.67
Teacher II Pre-K	\$8.79 – 10.67
Teacher III Pre-K Area sub	\$10.55 – 12.81

### Development Advancement

Director of Development & Community Relations	\$49,774 – 60,424
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### Family & Community Resources

Early Childhood Specialists (changed to 100% FTE)	\$11.61 – 14.09
.50 FTE Office Spec. I	\$9.28 – 11.27
Intake Specialist	\$11.21 – 13.62
O.D. Family Support Worker	\$11.21 – 13.62

\*NOTE: Please check this address weekly for current information and e-mails. 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



**Facilities** - Just a reminder that if you have facility repair needs, contact John Russell to schedule. Please do not ask Dennis as he goes from one job to another – all are urgent & John is scheduling so all can have your project completed on time.



### Tip IT

For a current phone list of employees at Community Action go to:  
common\caoinfo\lists\hillsboro phones short list.doc

## NEWS OF NOTE

Don't forget that our workweek is changing with the first pay period in December. The new workweek will start at 12:01 Sunday morning & end 12:00pm Saturday night.

Look for flyers about the Holiday party coming your way soon. It will be held the afternoon of Dec. 20<sup>th</sup>.

## USTOUS – SALES, SERVICES, NEEDS

### FOR SALE!

### Electric Lift Recliner \$300.00

Single switch hand control  
Large side pocket  
Brown fabric  
\$700 when new and still in excellent condition



Call Jimi at 503-693-3224

## HR - Ask Winnie Benefits, Diversity...

Q&A  
Q&A

AS promised, our Employee Handbooks are being distributed. So far I've held 11 or 12 meetings and we have another 5 scheduled this week and into the first week of December. For those of you who have attended and have some feedback, please call or send an e-mail.

At the bldg. meeting this month we asked for feedback on the All Staff meeting (we forgot to give you a form - OOPS!). If others have thoughts about all staff please be sure to send them to Natalie or me - we can include them in our work for next year's event. At the bldg. meeting there was a lot of warm appreciation for our morning speaker as well as our afternoon facilitator.

Some folks are still being told by Kaiser that they are not covered - we are still experiencing some problems with Kaiser getting the correct information entered into their system. Please stick it out, keep or make your appts., and then let me know. If you could tell me what facility you went to and the name of the person you spoke with it would really help me to focus Kaiser's attention where it needs to be. I know that isn't always possible, but those times that you could would help. We may be able to help Kaiser pin point where more training is needed. If you receive invoices in the mail, send them to me & I'll contact Kaiser about them. I keep thinking it will get better and some days it does; other days it doesn't.

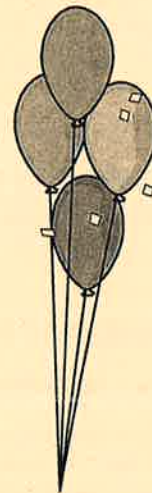


## SAFETY

Our next meeting is Monday, December 2<sup>nd</sup> from 11:00 to 12:00 at Hillsboro. The last 1/2 of our meeting will include a guest from our Workers Compensation carrier who will be helping us complete our projects. See ya then. If you are interested in joining the committee please give me a call at ext. 257.

## December BIRTHDAYS

Joan Swanson	12/07
Diana Greene	12/08
Lupe Garnica	12/11
Pearl Lopez	12/12
Maria Rodriguez-Perez	12/13
Julie Kyser	12/16
Sam Widmer	12/19
Joy Rasmussen	12/19
Rosanna Ferguson	12/20
Cilicia Burrell	12/21
Sonia Sanchez	12/22
Irma Perez-Gomez	12/23
Natalie Horne	12/23
Mary Carol Britt	12/24
Kathleen Daly	12/26



## December ANNIVERSARIES

Wendy Crislip	8 yrs	12/02
Augustina Perez-Gonzalez	3 yrs	12/06
Danny Cox	1 yr.	12/07
Darlene Dacey	4 yrs	12/08
America Morales	1 yr.	12/10
Carol Stewart	10 yrs	12/10
Tracy Robison	10 yrs	12/10
Sonia Espinoza	2 yrs	12/12
Corissa Jensen	7 yrs	12/15
Marielena Banek	1 yr.	12/17
Jennifer Gunterman	2 yrs	12/19
Veronica Ayon	2 yrs	12/19
Diana Greene	12 yrs	12/26

Happy  
Thanksgiving  
Holiday to  
everyone!

