



Community IN ACTION

Newsletter April 17, 2005

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DIRECTOR'S CORNER



Jerralynn Ness
Executive Director

Community Action's 2006 "Celebration of Community Spirit" was a great success. Our two Community Spirit award winners were Tuality Healthcare and Fred Johnson, Vice President of Columbia Community Bank. I thought I would share with you some of the comments I made about Fred. "Fred Johnson is one of those quiet, unassuming people who every day goes about his business.....tending to his job, his family, his church and his community. To him, there is nothing extraordinary about his involvement; it's just the business of life. Over the years I have had the distinct pleasure of getting to know Fred and discover that glint in his eye and his wonderful wry sense of humor. I serve with Fred on the Hillsboro Community Foundation Board, where I witness his dedication and skills as a calm and competent Board Chair. It was in the year of 2000, when he reached out to help with Community Action's banking needs, that I discovered in Fred a most remarkable, caring professional. As a non-profit organization, we were in need of flexible and supportive banking services that could address our complex organizational requirements and unique financial challenges. Fred and Columbia Community Bank have always gone the extra mile.

When I asked Fred what drew him to working with Community Action. He responded by saying, with that glint in his eye, "It is always good to be associated with good people". But he then went on to say that "working with Community

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NEWS OF NOTE



On May 19th Jeri Alcock, Director of Resource Development (also known as "get the money" dept.), is receiving the Crystal Award for "Outstanding Development Officer" from the Willamette Valley Development Officers at their annual awards luncheon. In addition, her innovative project called "I Give Where I Live" is being recognized with a separate award.

The Development department is responsible for maintaining our visibility in the community, raising precious unrestricted funds from donors interested in helping us do our work, and making sure our message is heard by our community.

Congratulations to Jeri and many thanks to her and her team, Scott, Margaret, and Mary, for a terrific job this year.

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Action ties me back to my spiritual values because it's an organization that reaches out to the often forgotten people, giving them a hand up; an organization that reaches out especially to children, allowing them to see the possibilities and providing opportunities for a better life." And he ended by saying: "People need encouragement." And Fred, you have truly encouraged Community Action."

News of Note continued:

KUDOS to Corie Jensen at the Shelter for fulfilling her Safety Committee responsibilities at such a high level. The Safety Committee has begun conducting quarterly hazard inspections and the Shelter was among the first locations to be inspected. The work Corie had done with staff at the shelter has set a high standard for other work areas. Among the highlights of the inspection it seems that staff could locate the MSDS book, and knew how to read it; storage was appropriate and caution areas were well marked. Considering the number of staff at that location and the client occupancy it isn't easy to set such a high standard of safety knowledge and follow through.



UPCOMING EVENTS!

Safety Meeting	5-01-06
Wellness Day	5-12-06
Building Meeting	5-16-06
Head Start	
Policy Council	5-16-06
Board Meeting	5-18-06

May 2006 BIRTHDAYS



✓ Jeron Beaulieu	2
✓ Maria Mercado	2
✓ Judy Nagy	2
✓ Carol Stewart	2
✓ Maricruz Estrada-Cortez	3
✓ Veronica Villalobos	6
✓ Bruce Horne	8
✓ Margaret McNee	9
✓ Kimberly Brown	10
✓ Corissa Jensen	10
✓ Esther Arana	11
✓ Lori Balch	11
✓ Jeffery Hrovat	21
✓ Juana Meraz	21
✓ Dolores Rodriguez	21
✓ Jimi Smith	21
✓ Karla Trujillo	21
✓ Bridget Daniel	22

May Birthdays Continued

Jan Ostby	22
Susana Salgado	22
Alicia Perez	24
Lillian Tasker	28
Claudia Umanzor	28
Lorena Jimenez	30

May 2006 ANNIVERSARIES

Rosa Diggs	7 years
Natalie Horne	4 years
Augusta Lang	10 years
Brenda Larson	2 years
Lillian Tasker	1 year
Heather Ross	1 year
Katy Atwood	3 years
Heather Roberts	9 years
Stefanie Huff	1 year

Topics – As we spring clean our homes, so should we spring clean our bodies.

If there is any best season to rejuvenate and cleanse your body, spring is it. Over the fall and winter months you have probably increased your intake of fats, holiday sweets and processed foods while fresh organic produce plummeted. Toxins have built up from being held up indoors most of the time, air has been filled with garbage from home heating systems and fireplaces and you've definitely had a lack of sunshine. You are probably feeling sluggish or a little "off" and your skin is dull. It's time to shake the cob webs out and turn on the lights.

Tips

To shine chrome sink fixtures that have a lime buildup, use a paste made of 2 tablespoons salt and 1-teaspoon white distilled vinegar.

Clean the microwave by mixing 1/2 cup white distilled vinegar and 1/2 cup water in a microwave-safe bowl. Bring it to a rolling boil inside the microwave. Baked-on food will be loosened, and odors will disappear. Wipe clean.

Recipes – Spinach Mandarin Salad

- 1 (6 ounce) package Spinach
- 1 (15 ounce) can Mandarin Oranges, drained
- 1 (8 ounce) can Pineapple Chunks, drained
- 1/2 red onion, sliced, separated into rings
- 1/2 cup balsamic vinaigrette

Combine spinach, mandarin oranges, pineapple chunks, and red onion in large serving bowl. Pour dressing over salad, toss to evenly coat and serve

In just 15 minutes you'll have sensational flavor and colorful presentation.
Yield: 8 servings.

WHAT'S DEVELOPING?

Community Action's Celebration of Community Spirit held Friday, April 14th at Tiger Woods Center, drew nearly 200 people to honor 2006 Outstanding Corporate Partner, Tuality Healthcare, and Outstanding Business Leader, Columbia Community Bank Executive Vice President Fred Johnson. The annual celebration of corporate philanthropy and volunteerism raised approximately \$37,000 in unrestricted dollars for our agency. Thanks to everyone who helped make the event successful!

For the first time, Community Action Weatherization will hold a Spring Energy Fair. The May 20th "energy wise" event will be held from 9 a.m. to 1 p.m. at Tualatin Elementary School. If you have questions or would like to participate, please contact Donald Shaw at x232.

April is Volunteer Appreciation Month. Please coordinate with Resource Development if you have volunteers you would like recognized.



CHECKS & BALANCES

Fiscal – I have been getting a lot of questions about mileage sheets, so hopefully here are some answers to your questions.

Can I put more than one month of mileage on the same Travel sheet? Yes you can, as long as they are not over 90 days old.

Do I have to put a description of where I've been and the purpose? Yes, this lets us know that your mileage is a valid request and helps identify how and why we are helping people in the community.

Do I need to write the expense account and the program that I traveled for down? Yes, this is the only way we have to identify what program budget is to be charged for your travel.

Any other questions? Don't hesitate to call Ann at (503) 693-3243. THANKS!

FAMILY & COMMUNITY RESOURCES



The Weatherization department will be having an **Energy Fair** on May 20, 2006. The fair will be held at Tualatin Elementary School, from 9 am – 1 pm.

Child Care Resource & Referral has had several changes to its staff. Karen Henkemeyer resigned and Debbie Burrows was promoted to the Program Coordinator position. Nancy Miller has been hired to coordinate the Family Child Care Network for Intel Families and Donna Bennington has been hired as the The Learning Circle II Early Childhood Specialist.

Energy Assistance Update:

Just a friendly reminder that our program phone numbers are 503-615-0771 for our Hillsboro location and 503-615-0772 for our King City location. Thanks for referring your clients to the correct phone numbers.

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*Family & Community Resources
Continued from column 1*

There have been changes in **Opening Doors** also! The Opening Doors staff formerly located in King City have been moved to the Beaverton Opening Doors office across from St. Vincent's in Beaverton. At this time phone numbers have not changed. We will let you know when they do.

Beth Dasher was recently promoted to the New Parent Network Supervisor position. A great opportunity for her, but a loss felt by staff at the Community Action main office!

Housing & Homeless Services Update:

There are three upcoming Ready to Rent classes. April 26th from 6:00-8:00 pm and May 2nd from 9:00-11:00 am. Both classes are at the Capital Career Center in Beaverton. There will be a Spanish Ready to Rent class on May 2nd, from 6:00-8:00 pm at Greenburg Oaks Apts (Tigard) in the community room. To sign up for one of the classes, clients can call 503-640-3263.

In March there were 56 families on the waiting list for shelter, making up 174 individuals, 92 of who were children.

HR - Ask Winnie

Benefits, Diversity...

In a couple of months or so, the Pre-K staff will be going on temporary layoff. This means that HR will be sending out the materials required for making a decision to enroll in COBRA coverage.



I'm getting calls asking when the agency paid coverage ends. Our contract with the health and dental vendors require that coverage begin on the 1st of a month and end on the last day of a month. So, if your last day at work is the 30th or 31st of a month, that is also the last day of agency paid insurance coverage. In order to have continuous coverage you need to have enrolled in the COBRA coverage so that it is effective on the 1st of the following month (also the first day after you have been layed off).

The information provided to you regarding your rights with COBRA enrollment (time limit, procedures, costs, etc.) is important information that you should keep for reference should you need it over the temporary lay off period. It is important that you understand the amount of time you have to enroll, make payments, as well as what happens if you do not meet the requirements. Once you receive your COBRA packet, give HR a call if you do not understand something.

SAFETY

Parking at the main office: Recently we have experienced an increase of folks using the fire lane to park cars and exceeding the 5 min. limit for parking in the loading zone. None of us want to have to explain why a fire truck or other emergency vehicle could not access the building resulting in possible injury to someone. We also need the loading zone for staff to load & unload cars, or for large truck deliveries made to the kitchen and lobby areas. Please take a minute to be sure you are not parking in these areas, and check with your clients to make sure they are not mis-using these parking areas. Thank you for your efforts to maintain a safe work place.

CHILD DEVELOPMENT



Did You Know? In 2004, 13 percent of the children in Head Start and Early Head Start (more than 134,000 children) were diagnosed with a disability. Both the Head Start Act and the Federal Head Start Performance Standards require comprehensive services for these children and their families to help the children become ready for school. Without Head Start, some of these children might have gone undiagnosed, leaving their disabilities un-addressed for years producing hardship for them and their families, and higher special education costs for school district.

This year our program has provided services to 115 children (17.8%) with special needs. We have identified 45 children who have been referred for further evaluation through the EI/ECSE program. We are making a difference in these children lives.

Toys containing lead can seriously harm kids. A Minnesota child died after accidentally swallowing a heart-shaped charm. It was attached to an eight-inch-long metal bracelet that was given as a free gift with the purchase of shoes manufactured by Reebok International Ltd. A photo of the necklace can be seen at www.oregon.gov/DHS/ph/lead/jewelryrecall.shtml. Meanwhile, a second recall for a lead poisoning danger was issued last week for 580,000 necklace-and-ring sets imported by Dollar Tree Distribution.

BE SURE TO REMEMBER YOUR SECRET PALS GIFTS



START PLANNING YOUR WELLNESS DAY BASKETS NOW FOR MAY 12TH

(Please remember these items are donated are non-reimbursable)



COMINGS & GOINGS

WELCOME

Nancy Miller – CCR & R

GOODBYE TO:

Tiffany Waltman – Head Start