

# WASHINGTON COUNTY COMMUNITY ACTION ORGANIZATION

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## Program Services

- Advocacy
- Emergency Assistance
- Emergency Shelter
- Energy Education
- Family Self-Reliance
- Head Start & Child Care
- Homeless Services
- Housing Development
- Housing Services
- Information & Referral
- Parenting Education
- Transitional Housing
- Weatherization

February 21, 1995

### MEMO

To: Board Planning Committee, Leon Laptook, Cathy Wise,  
Cheryl Hilbert, Carren Woods, Hank March, Dick Porn, and  
Linda Peters

From: Cindy Hirst, Planning Committee Chair  
Jerralynn Ness, Executive Director

As many of you know, WCCAO will be producing a comprehensive community needs assessment this Spring. The general goals we have for this assessment are as follows:

O To produce a report that assesses the needs of low income people in Washington County, the resources available to meet those needs and the gaps that may exist between existing needs and resources.

O To provide a solid background for the strategic planning process that WCCAO is about to undertake by highlighting trends and emerging issues in the report.

O To produce a document that supports the education, advocacy and fundraising needs of WCCAO by designing a report that is easily accessible, attractive and very credible.

WCCAO has contracted with Marc Smiley, a private consultant, to produce this report. We will be holding an initial meeting with him and his associate, Lisa Allison Kulkarni, to determine the assessment scope, audiences and priorities. Your insights are invaluable and your participation in this discussion would be greatly appreciated. *Please join us on Thursday, March 2nd, from 5:30 until 7:00 at WCCAO's Hillsboro office.* Pilar will give you each a call to confirm attendance. (This will replace the previously scheduled March 6th Board Planning Committee meeting.)

