



I need a name News

January 9, 2004

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

DIRECTOR'S CORNER



Jerralynn Ness
Executive Director



WHOLE NEW MEANING TO
"OPEN HOUSE"!!

NEWS OF NOTE

This will be a short Newsletter this time....if you haven't already heard, the main office suffered damage from the storm this week. Not only were we not able to get to work due to snow, wind, & ice, but the ceilings came down on the 2nd floor. Damage was also suffered at the Hillsboro CDC. As we speak several crews are working on getting the mess cleaned up, the roof fixed, new ceilings in the offices, and everything mopped up and dried out. Staff located on the 2nd floor & the CD center will not be in their offices until Monday. Most of us are working from home. Hoping all of you made it thru the week safely.



CA STAR

Byline Joan Brown



Serena Villafana is our Star this time.

Serena is going on her 5th year at Community Action – she started as a receptionist, then went onto to be the lead office specialist and is currently the Program Assistant for the Weatherization program. She likes working at C.A. because she enjoys working with her supervisor, Joan Swanson, and the rest of the Weatherization team. She knows if Community Action didn't help the people we help they'd probably live out on the street.

In her off time she and her hubby like to go dancing enjoying Ranchera and Cumbia. They also like to go to the beach, hit the casino once in a while and spend time with the family. They have 3 boys, aged 16, 10 and 2.

UPCOMING

EVENTS!

Building Meeting	1-20-04
Head Start	
Policy Council	1-20-04
Board Meeting	1-15-04
Safety Meeting	2-2-04
Holiday (Martin Luther King)	1-19-04

Q&A Q&A)

HR - Ask

Winnie

Benefits, Diversity & More...

In the last issue I noted the projects HR is working on this year as a part of the Annual Plan Strategy. The one we chose to work on immediately is the Salary Administration & Salary Survey. I'm often told that "my friend has the same job as I do and makes xxx more or xxx less than I do. A "market study" compares the salaries of similar organizations & jobs to each other. It's important to understand the pay philosophy or strategy of an organization (usually answers the question of what can we afford). Some companies decide to keep benefits (which they pay for), very low and to pay some percentage over the market survey. For example if the market says receptionists are paid an average of 9.50/hr, this company may decided to pay 10% above the market to make up for their minimal benefits; or, the organization may invest in a high level of benefits and choose to pay at 10% lower than the market (in other words 10% less than 9.50/hr. It's important to know the strategy of an organization before deciding another job pays more or less than yours. There are many other variables to creating a salary plan. More to come.....

January BIRTHDAYS

Our apologies for not getting birthdays into this issue . We did get January birthdays into the last one and direct you to look at that one for early Jan. birthdays.

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

January ANNIVERSARIES

Again, our apologies for the January Anniversaries - please check the last issue for this information.

CHECKS & BALANCES

Fiscal/Payroll- Even though other parts of our organization were in disarray, Val, in our payroll dept. was valiant and made it to the office to produce payroll checks. Talk about "neither rain, nor sleet, nor snow...etc. can keep me from appointed rounds - she has it in spades. So, you should be getting your checks as usual.

John Russell and Nick Nissen also were in to assess, repair and clean up the damage to our buildings. All of you (as well as those I'm not aware of having come in & worked in the mess) are truly HEROS and deserve our thanks for being there for us. Thanks, to all of you.

Again, I wish to remind you that W2's will NOT BE MAILED to you until on or after January 31, 2004.