

Generalism

WASHINGTON COUNTY COMMUNITY ACTION ORGANIZATION

451 S. First Ave., Suite 700, Hillsboro, OR 97123

March 18, 1993

Hillsboro Office

451 S. First Ave., Suite 700
Hillsboro, OR 97123
648-6646 -- Administration
FAX -- 648-4175

- Executive Director
- Finance
- Head Start
- Child Care
- Parenting Education
- Resource Development
- Client Services
- Self Sufficiency
- Weatherization
- Fair Housing
- Housing Advocacy

648-0829 -- Client Services

- Information & Referral
- Intake & Assessment for all WCCAO Services
- 640-8951 (part year) Heating Assistance

Emergency Shelter Home

210 S.E. 12th
Hillsboro, OR 97123
648-0829

- Temporary Family Shelter

Tualatin Valley Food Center

925 S.W. Baseline
Hillsboro, OR 97123
640-6005
FAX -- 681-4932

- Christmas Clearing Bureau
- Brown Bag

Neighborshare

12750 S.W. Pacific Hwy.
Suites 110 & 111
Tigard, OR 97223
639-0495

- Information & Referral
- Intake & Assessment for all WCCAO Services & Tigard Shelter

Play It Again (Thrift Store)

955 S.W. Hall Blvd.
Beaverton, OR 97005
644-8956

Mr. Eric Schmidt
KOIN-TV, Channel 6
222 S.W. Columbia Street
Portland, OR 97201

Dear Eric:

Thank you so much for consenting to serve on a Public Relations Committee for the Multi-Service Center Capital Campaign Project for Washington County Community Action Organization (WCCAO).

As I mentioned to you on the phone, your role on the committee will be one of providing advice - lending us your expertise - as opposed to implementation. The staff for the Campaign will perform all the writing, coordination, production and other task-related functions. Further, the duration of your commitment will be 2 months and will involve 3 to 5 meetings, at the most.

You will be involved in the following:

1. Identifying a slogan and/or theme for the Campaign
2. Providing guidance for the development of Campaign materials
3. Providing connections for contributed services
4. Providing a media strategy

The first meeting of this committee has been set. The date, time and place are:

**April 6, 1993, 12:00 Noon - 2:00 PM (lunch provided)
Beaverton City Hall - Third Floor Conference Room
4755 S.W. Griffith Park Drive, Beaverton**

A map to get to the meeting site has been enclosed with this letter. Also enclosed is a confirmation for you to fax or mail at your earliest convenience.

I am looking forward to our first meeting and, again, am very grateful to you for your willingness to participate.

Sincerely,

Pamela Brown Wilkinson
Resource Development Director

Encl.

"People Helping People"

