



Community "IN" ACTION

Newsletter January 20th, 2009

Deadline is the second Friday of the month; Contacts for articles are: Child Dev. - Farzana Siddiqui, F&CR & Layout - Barb Dame, Morale & Wellness - Phyllis Johnpoll, Development - Lisa Brown, All others - Nancy Peters. Editor: Renée Bruce

DIRECTOR'S CORNER



Jerralynn Ness
Executive Director

Boy, what a December! In my 36 years with Community Action we have never had a two week weather related closure. Because the first week happened when the school districts were operating, our closures matched theirs.....a whole week! And then the second week, when the schools were closed for winter break, Renée Bruce, in consultation with John Russell, made the daily decision, as I was on vacation. I want to give Renée a special thanks for all her support during the storms. It's quite nerve-wracking to have to decide day by day whether to close down or stay open.

I am thankful that the severe weather hit after we provided our monthly rent assistance. We received over 800 calls for help in December. Ordinarily, we have funds to help about 40-45 families with their rent to keep them from being evicted. We were able to squeeze together some additional funds so that in December we served 100 families. Kudos to Judy Schilling and her team for making sure that this happened. I am also thankful that our utility partners have a policy of not cutting off heat and electricity during severe weather. It was comforting to know that our shelter continued to be operational, keeping a handful of families safe and warm. While our shelter staff has the unique job of

Directors' Corner continued

keeping the Shelter Home staffed 365 days a year, they always rise to the occasion to make sure we have adequate coverage during winter storms. Our fiscal staff were true heroes as our closure occurred during a payroll week. Staff came in to process payroll so that everyone would get paid on time, and to pay some critical bills. I want to express my appreciation to all of our staff who went above and beyond during our weather closure. It was also heartening to see the effort led by the faith community to establish a network of severe weather shelters in churches around the county so that people without homes could get out of the weather.

Well it made for a long break and I hope that you were able to enjoy it. I know that many holiday plans got cancelled, which can be disappointing. But there is something very pleasing about slowing down and letting go of normal expectations. The beauty of a snow covered landscape, when you don't have to be out driving in it, is beautiful. I welcome 2009 and may it bring greater economic security to our communities and peace to our world.

A very healthy, peaceful and prosperous New Year to all of you!

COMINGS & GOINGS

Welcome:

Giselle-Ann Kim, Teacher II/FS
Katie Roth, HR Generalist
Leah Brand, Homeless Children's Program Coordinator
Tiffany Powers, Teacher III

Goodbye to:

Jonielle Bright, Teacher III
Saira Shafiuzzaman (Kahn), Teacher II/FS

NEWS OF NOTE



Reminder!

Below are examples of the signs in our parking lot which are **permit only** assigned parking spaces near the employee entrance; please do not park there unless you have a permit, (even temporarily).

**Employee
Parking
Only**

**Reserved
Parking
Authorized
Personnel
Only**

Also, please remember to leave the first 5 spaces next to **EACH** of the ten minute parking areas for client and visitor use.

There is overflow parking across the street - and you can access this information on the common drive under Agency Info:

|common|AGENCY INFO|General Information|CAO~overflow parking

Thank you



UPCOMING EVENTS!

IS Committee Meeting	2/03
Safety Committee Meeting	2/11
President's Day (Holiday)	2/16
Hillsboro Building Meeting	2/17
Head Start Policy Council	2/17
Board Meeting	2/19

February 2009 BIRTHDAYS



Bahja	Osman	2/1
Marielene	Banek	2/2
Sharmane	BearCub	2/2
Liz	Iliaifar	2/3
Olga	Hopkins	2/7
Nancy	Peters	2/8
Trisha	Thomsen	2/8
Janie	Alonzo-Hernandez	2/9
Magdalena	Salathe	2/9
Bobbie	Ludwick	2/11
Joy	Larson	2/13
Leanna	Woodall	2/13
Esther	Reyes	2/15
Augusta	Lang	2/17
Helen	Fern	2/19
Debbie	Burrows	2/20
Maria-Luisa	Meza-Shahabi	2/20
Julie	Novakowski	2/20
Todd	Bentley	2/24
Desirae	Blake	2/26
Sunni	Brasseur	2/26
Wendy	Crislip	2/26

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

Guides for Eating Seasonally

(from <http://whfoods.org>)



... In different parts of the world, and even in different regions of one country, seasonal menus can vary. But here are some overriding principles you can follow to ensure optimal nourishment in every season:

In spring, focus on tender, leafy vegetables that represent the fresh new growth of this season. The greening that occurs in springtime should be represented by greens on your plate, including Swiss chard, spinach, Romaine lettuce, fresh parsley, and basil.

In summer, stick with light, cooling foods... These foods include fruits like strawberries, apple, pear, and plum; vegetables like summer squash, broccoli, cauliflower, and corn; and spices and seasonings like peppermint and cilantro.

In fall, turn toward the more warming, autumn harvest foods, including carrot, sweet potato, onions, and garlic. Also emphasize the more warming spices and seasonings including ginger, peppercorns, and mustard seeds.

In winter, turn even more exclusively toward warming foods. Remember the principle that foods taking longer to grow are generally more warming than foods that grow quickly. All of the animal foods fall into the warming category including fish, chicken, beef, lamb, and venison. So do most of the root vegetables, including carrot, potato, onions and garlic. Eggs also fit in here, as do corn and nuts.

FEBRUARY IS

African American History Month
(Black History Month)
Friendship Month
Library Lovers Month
Embroidery Month
Heart Month
Snack Food Month
(seems at odds with Heart Month, doesn't it?)



Events in February:

February 1 US Freedom Day
February 2 Groundhog Day
February 2 is also Bonza Bottler Day. An excuse to celebrate. This happens every month when the day and the date are the same number. (February 2, March 3, April 4, May 5, etc.)
February 11 Inventors' Day
February 14 Valentine's Day
February 14 is the 150th anniversary of Oregon joining the Union
February 16 President's Day (Federal Holiday)
February 23 Banana Bread Day (who knew?)
February 24 Mardi Gras



With the winter being as harsh as it's been so far, doesn't this sound like it would be wonderful for lunch or dinner?

RHINELANDER LENTIL SOUP

2 teaspoons salt
1 cup dry lentils
2 cubes beef bouillon
1 teaspoon dried thyme
1 pinch ground nutmeg
1 pinch ground white pepper
1 cup potatoes, diced
4 tablespoons olive oil
5 slices bacon, cut into small pieces
1 cup chopped carrots
1 cup chopped onions
1 cup chopped celery
3/4 cup all-purpose flour
3 1/2 quarts water
2 bay leaves



In a large pot over medium high heat, combine the oil, bacon, carrots, onions and celery. Saute for 5 minutes, or until bacon is crisp. Stir in the flour until it's dissolved and mixture is pasty.

Slowly add the water, stirring constantly. Then add the bay leaves, salt, lentils, beef base, thyme, nutmeg, white pepper and potatoes. Stir all together well, bring just to a boil, reduce heat to low and simmer for 3 hours.



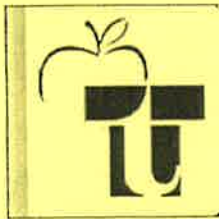
CHILD DEVELOPMENT

Head Start School District Partnerships

Head Start Program Performance Standards call for grantee and delegate agencies to take affirmative steps to establish ongoing collaborative relationships with community organizations to promote the access of children and families to community services that are responsive to their needs, and to ensure that Head Start programs respond to community needs.

Community partnerships are exciting and dynamic structures that develop from the realization that programs and people can share resources and achieve more by working together.

One of our successful Head Start partnerships is with the Tigard/Tualatin School District. We currently have nine classrooms in Tigard/Tualatin Schools. We have worked with the district on kindergarten transition events like *Kindergarten Here I Come*, literacy programs, and we have most recently been included in the *First Step to Success* program grant. This is an early intervention school and home program for young children helping them to learn and practice appropriate successful behavior. We've also been involved with the Incredible Years program, SMART, and we have a PAC (Program Area Coordinator) on the safe school grant committee. Head Start classrooms also are invited to participate in their school activities by attending assemblies, library time, gym events, and Title One- ELL- Head Start Family events.



She did it again!
Last week Sharon Bolmeier was awarded the 2008 Contractor of the Year Award from the Coffee Creek Correctional Facility.

Congratulations Sharon!



CHECKS & BALANCES

Fiscal -

January 31 is the date the W2's will be mailed. If you have moved and haven't told us yet, please send us your Change of Address. We want to be sure you get your W2.

There are 3 paydays in January. On the third payday this month, January 30, you will not have a "deduction" for your medical/dental benefits. All other deductions will be unaffected, this applies to your Kaiser Medical and Met-Life Dental deductions only. This occurs twice a year, once in each of the months that have 3 paydays. This will cause your paycheck to be slightly larger than normal on January 30.

The mileage rate changed on January 1. New forms with the correct amount are available. Please do not combine 2008 and 2009 on your mileage forms.



WHAT'S DEVELOPING?



When people contact Community Action asking "How can I help?" a *Wish List* is a great way to engage them in our programs and encourage their support. By offering a targeted list of goods, donors can make a direct contribution that suits their interests while meeting the specific needs of the program. There is an abbreviated *Wish List* for babies, children, and adults located on the *Support Us* page of Community Action's website. Expanded *Wish Lists* for specific programs are forwarded upon request.

So far, Head Start, Opening Doors, and the Hillsboro Family Shelter have *Wish Lists* that are specific to their program needs. For example, the Shelter *Wish List* contains more than 70 items in categories such as Cleaning Supplies, Medical Supplies, and Infant Supplies. Opening Doors' *Wish List* contains 16 items that are important to the delivery of their services. Whether long or short, *Wish Lists* should contain items that will be used to meet your program goals or enhance client services. (In some cases, a donation of certain goods can even provide valuable budget relief.) *Wish List* items may be ongoing (such as diapers for Early Head Start) or they may reflect a one-time special need.

If your program would like help preparing or updating a *Wish List*, Resource Development would be happy to assist! Please contact Scott Schlegel: sschlegel@caowash.org, or: 503.693.3254.

HR – from Nicole

Can you believe our snowy December? Seems like a long time ago, even though it was just last month.



Having grown up in North Dakota, I found myself enjoying the concept of a “snow day.” To be honest, I slept in a little later than usual, drank coffee in my pajamas and played in the snow with my dog several times. My finance, Jeff, hails from upstate New York and was simply mortified to find himself without a proper snow shovel or ice scraper. Nonetheless, I accepted what I thought would be an interesting wager, and more or less a sure thing, to bet Jeff that the negative wind chill in North Dakota would be a higher number than the cumulative snow accumulation in Portland and Syracuse. Can you believe I LOST! Even with Fargo, ND hitting negative 42, I LOST! I’m still a little bitter.

I also thought every day about what it might be like to be homeless during that period of time and I watched on the news how people didn’t go to shelters because they were afraid their possessions would be stolen or their dogs abandoned. I thought about people who couldn’t drive to a food bank or who might have had to ration their food during those two weeks just to “make it.” And I thought about the businesses that closed and lost income during that important part of the sales season.

There are some people at Community Action who kept our business running despite our “being closed” during that time and I’d like to thank each one who made their own personal difference for Community Action during those snowy days. Payroll made sure our paychecks were safe and warm on payday. Facilities checked on the buildings and pipes to make sure we didn’t experience a structural catastrophe. IT kept our phone messages current so callers didn’t feel abandoned. The Shelter kept its doors open when other facilities were closed. Energy and Emergency Assistance, Opening Doors, and Child Care Resource & Referral teams reassured clients and kept in touch. I know there are many more and I apologize if I’ve missed anyone. I just really wanted to extend my personal **“Thank you!”** to those of you who didn’t get to sleep in.

Nicole

LOOKIN’ FER WORK IN ALL THE RIGHT PLACES

Job Opportunities may be viewed at
Common/Agency Info/HR Resources/Job Postings

Or check out the new web page:

www.communityaction4u.org/employment.php

*NOTE: Please check this address weekly for current information and details. We have many jobs in development that will be posted before the next publication and we will take applications as each job is posted.

FAMILY & COMMUNITY RESOURCES



ENERGY ASSISTANCE INFO

ATTENTION ALL CAO EMPLOYEES!

Perhaps some of you didn't realize that our agency employees may be eligible for Energy Assistance. If your household income meets our guidelines you can apply for help with your heating bills. We use the gross (before taxes) income for all people in the household, for the past 30 days x 12 to get the annual income. If you or someone in your household did not work all of the past 12 months, we can also use the past 90 days x 3, or just add up the past 12 months income to help you qualify.

Our guidelines are:

- 1 person in household- \$20,228 maximum annual income
- 2 people - \$26,451
- 3 people - \$32,675
- 4 people - \$38,899
- 5 people - \$45,123
- 6 people - \$51,347

To make an appointment you can call our Beaverton office at (503) 615-0772, our Hillsboro office at (503) 615-0771, or send us an email to energy@caowash.org.

If you have any questions, feel free to call Judy at (503) 693-3225 or Karen at (503) 693-3244. Be well and stay warm!

I&R Network Breakfast Meeting for February

The next meeting is being held on Thursday, February 5th and we have several topics this month: tax credits, legal assistance available for tax issues and shared housing options. Beginning this month we will meet off site at Tuality Community Hospital's Conference Rooms (the space is generously being donated by Tuality Healthcare). Additional information can be found on our website: www.communityaction4u.org/find/brkfst.php

2009 Community Action Resource Directories

Due to the recent “Artic Blast” we are behind in the production schedule for the 2009 edition of the condensed and expanded resource directories. We have received requests for books from several programs, and are expecting to ship them to you sometime in February.

Don't forget, we're offering a 10% discount on orders that total 10 or more books.

Thanks for our patience and understanding!