



# Community IN ACTION

Newsletter August 21, 2006

DEADLINE IS THE SECOND FRIDAY OF THE MONTH; CONTACTS FOR ARTICLES ARE: CHILD DEV. - FARZANA SIDDIQI, F&CR - SERENA VILLAFANA, MORALE & WELLNESS - PHYLLIS JOHNPOLE, DEVELOPMENT - SCOTT SCHLEGEL, ALL OTHERS - NANCY PETERS. EDITOR: WINNIE ALTHIZER

## DIRECTOR'S CORNER



**Renée Bruce**  
Acting Executive Director

As you know, Jerralynn is on sabbatical and will return in November. When I realized that I would need to write something for her column, I thought you might like to know about some of the preliminary numbers that we've collected on the "Great" work we accomplished during our past fiscal year. Each year, when I see this information it makes me very proud to be working for an agency that accomplishes so much for so many in our community. Remember these are preliminary numbers – the final numbers may differ slightly.

- KidZone – Provided before & after school aged care to 31 children in Forest Grove School District
- Child Care Resource & Referral – Provided 1,540 families with child care referrals, trained 1,390 providers/teachers which represents 11,934 hours of training
- Early Head Start/Head Start – Served 861 children, 329 of those children will be entering Kindergarten this fall!
- Energy & Emergency Rent Assistance- Provided energy assistance to 7,452 families and provided rent assistance to 553 households preventing evictions
- Housing & Homeless Services – Provided 5,421 shelter bed nights to 52 families
- Information & Referral – 235 people attended the I&R Breakfast Network meetings
- Opening Doors – Provided 106 women with comprehensive prenatal services, 91% of babies were born with healthy birth weights, 121 first time families received parenting support

*Continued from column 1*

- Weatherization – Provided comprehensive weatherization to 186 homes making them more energy efficient and provided an additional 626 home with energy efficient base load measures
- Development – Recorded over 8,000 hours of volunteer service to the agency and raised approximately \$800,000 in restricted, unrestricted and budget relief in kind

Remember this is just a partial list of the work that we accomplished last year! Our Fiscal Department & Human Resources Department are still working on their year-end accomplishments and I will report on those in the next edition. Thank you so much for all the work you do, on a daily basis to make life easier for the people we are here to serve.

## Program Assistant's Corner

### BROWN BAG SPANISH

Come learn or improve your Spanish. Starting on Wednesday, Sept. 6<sup>th</sup> at noon, bring your lunch to Conference Room 2 at noon. It's just 30 minutes once a week.

Did you enjoy our International Potluck lunch? We had a wonderful turn out and everyone really enjoyed themselves. Fabulous food!

Our book, video/DVD/CD exchange is going great. Be sure to check it out in the Café.

## COMINGS & GOINGS

Goodbye to the following:  
Maria Garcia, Patricia Tellez,  
Francisca Salgado and Carol Stewart

## NEWS OF NOTE



Enrollment forms for health, dental & Section 125 need to be in HR no later than September 27, 2006. Check the HR Benefit column for dates, locations & times.

Pre-K teaching staff will return on Sept. 5<sup>th</sup> with Teacher I's, Bus Drivers & Monitors returning mid- month.

CONGRATULATIONS to staff that made it possible for the agency to avoid using our line of credit so far this summer.

Originally it was estimated that we would need somewhere around \$100,000 from this source to get through the summer. The summer months are when we have the least amount of income. John attributes this good news to all of the staff who supported and used the PO system, consolidated purchases, used the encumbrance process and were careful overall about how the money was spent. Your efforts paid off.



## UPCOMING EVENTS!

Building Meeting	9-19
Board Meeting	9-21
Safety Meeting	9-11
Holiday - Labor Day	9-04
Open Enrollment –	All Sept.
	See page 4 for details
Head Start	
Policy Council	10-16

## September 2006 BIRTHDAYS



Susan Sager	1
Vicki Ware	2
Bill Urban	3
Elsa Congachi-Vega	4
Jerralynn Ness	6
Rex Britton, Jr.	10
Shashonee Perry	13
Jenny Choban	14
Debra Palmer	15
Christina Summers	15
Janice Amburgey	17
Katherine Galian	20
Maria Villalobos	21
Wendy Sotelo	28
Keith Byerly	30

## September 2006 ANNIVERSARIES



	Years
Sharon Bolmeier	29
Nancy Alderman	26
Elaine Burrell	24
Judy Nagy	20
Renee Bruce	16
Lori Balch	14
Sunnie Brasseur	13
Mary Davila	12
Rosanna Ferguson	12
Christina Summers	12
Martha Knapp	12
Maria Infante	11
Patricia Gallardo	10

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### Topics – Stress Reduction Exercises

*You can do these in your car, at your desk, anywhere, to reduce the painful tension stress can cause.*

1. Bend your head forward so that your chin is resting on your chest. Massage your temples slowly with your fingers in a clockwise direction for 10 deep circles. Repeat going counter clockwise.
2. Bring your head up and press one ear against your shoulder, keeping your shoulder still. Repeat on the other side.
3. Rotate your right shoulder 6 times in a large circle, forwards and backwards. Repeat on the other side. Finish by reaching upwards with each arm as high and as straight as you can. All the time, concentrate on what you are doing. Breathe slowly and deeply with each movement. –

(from Dr. Roger Henderson at <http://stressbusting.co.uk>)

### Tips for Kitchen Cleaning

I hate to clean my kitchen. So I collect tips to make it easier. Here are two of them:

1. For stovetop safe pans: "Deglaze" the empty pan with water, adding dish soap if you want,
2. For Pyrex and other pans not stovetop safe: Fill pan halfway with water. Cover the pan with plastic wrap and microwave it 3 to 5 minutes, until water is bubbling. Remove from microwave but keep covered for an additional 5 minutes. Then carefully remove the plastic wrap and wash the pan as usual.

### Recipes: Chicken Adobo\* – Lolita Valez

1. In medium sized pot, sauté 4 cloves garlic, finely chopped, in 1 T oil & 2 T soy sauce until lightly brown.
2. Add 1 lb chicken wingetts, 1 C vinegar, 1/2 C water, 1/2 tsp black peppercorns & remaining 2 T soy sauce to sautéed garlic. Cover & let simmer for 45 minutes on low/medium heat.
3. Serve hot over rice and enjoy!

\* from "the Spice Up Your Life cookbook", page 6

## WHAT'S DEVELOPING?

Have you heard a compelling client story that reminds you why the work we do is so important?

If so, Scott in Resource Development would like to hear from you. You do not need to share confidential client information; it's the story we're after. Call x254.

Would your program like to have a Public Service Announcement on Tualatin Valley Community Television? If so, please speak with Scott by August 28, at x254.

Stylish new Community Action totes are still available to staff for \$8 each. The totes are black with forest green trim, zipper top, water bottle pocket, key ring, outside pocket, and more, with our logo plainly visible on one side. To examine a tote for prospective purchase, see Scott in Resource Development. To purchase, pay fiscal then bring a receipt to Scott and pick up your tote.



## CHILD DEVELOPMENT

Sorry no information this month.

## LOOKIN' FER WORK ... ... IN ALL THE RIGHT PLACES

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

\*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.

# CHECKS & BALANCES

**Fiscal** – Please remember that there are no personal reimbursements when you are buying anything for Community Action.

With the new Fiscal Year upon us, please remember to encumber two months ahead for your future supplies. Please Label the PO Request using the following example: Classroom supplies for October 2006.

If you have any questions, please don't hesitate to ask, or use the new FISCAL Helpdesk  
<http://trac.caowash.org.cao>

### *Anniversaries Continued*

### *Years*

Victoria Dominguez	10
Lorena Jimenez	10
Olga Hopkins	9
Joan Brown	8
Michele Walker	8
Bill Urban	8
Linda Johnson	7
Melissa Heart	7
Betty Chung	7
Ruth Iliaifar	6
Irma Perez-Gomez	6
Charlotte Salgado-Zerber	6
Sandra Dunlap	6
Lolita Velez	5
Silvia Campuzano	5
Claudia Gutierrez-Garcia	5
Josefina Moran	5
Janice Amburgey	4
Jeron Beaulieu	4
Mary Carol Britt	4
Lettie Hilles	4
Karla Trujillo	4
Maria Mercado	3
Annalisa VanDomelen	3
Maria de Lourdes Regino	3

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## HR - Ask Winnie Benefits, Diversity...



September is OPEN ENROLLMENT for health, dental & Section 125 pre tax deduction. Dates & times for each meeting is listed below. We will also review recent changes to eligibility effective 7-1-06 & 10-1-06.

**August 30, 2006 Special** at Beaverton CDC from 9:30 to 11:00

**August 31, 2006 Special** at Hillsboro CDC from 9:00 to 11:00

**Sept. 8, 2006** from 2:00 pm to 4:00 pm (main office)

**Sept. 13, 2006** from 2:00 pm to 4:00 pm (main office – a special discussion will be conducted on subject of group health plans and Medicare integration at this meeting only)

**Sept. 15, 2006 SPECIAL** meeting for Pre-K staff held during their general meeting (located at Village Baptist Church). We plan to be at this meeting for several hours to allow the staff an opportunity to make changes while we are there.

**Sept. 18, 2006** from 9:30 am to 11:30 am (main office)

**Sept. 20, 2006** FROM 9:30 AM TO 11:30 AM (MAIN OFFICE)

**Sept. 26, 2006 FINAL MEETING** from 2:00 pm to 4:00 pm (main office)

## FAMILY & COMMUNITY RESOURCES



Welcome to New Parent Network!

People often wonder, “Just what is New Parent Network”? Or perhaps you’ve heard the name, but you aren’t sure just what we do. Well, New Parent Network is a home visiting program for first time parents that focuses on parent education. Our ultimate goal is to prevent child abuse by giving more education to parents who have certain stressors or risk factors in their lives. The families we work with are served from birth through the child’s third birthday. The program is staffed by five Family Support Workers, and administered by the NPN Supervisor, and we are a part of the Opening Doors program. We primarily work out of the Beaverton Opening Doors office, but we also have staff working out of “La Casita” at Virginia Garcia in Cornelius. Our group is just one part of the Washington County New Parent Network Collaboration, which includes LifeWorks NW, Lutheran Community Services NW, Oregon Human Development Coalition, Washington County Department of Health & Human Services and the Commission on Children and Families. New Parent Network is part of the statewide Healthy Start Program, which is part of the federal “Healthy Families America” initiative. Now don’t you feel like you are “in the know”? Now go tell someone else!!

~Beth Dasher, New Parent Network Supervisor

### Energy and Emergency Rent Assistance

Our program continues to help many low-income families who are facing eviction or needing help with move in costs with emergency rent assistance. April through June 2006 our King City office served 67 households with an average payment of \$294. During that same time period our Hillsboro office served 87 households with the same average payment of \$294. Our King City office received 224 calls during that time period – the 67 households we assisted, represents a mere 29% of clients that called for help. At our Hillsboro office there were 1,012 inquiries for rent assistance – the 87 households we assisted represents an even more startling rate of only 9% of the clients calling for assistance. The families we are able to assist prevents them from becoming homeless yet the unmet need (those we are unable to assist) paints an astonishing picture of the increasing difficulties our low-income families are facing as the try to maintain a stabilized housing situation.

### Anniversaries Continued

### Years

Janina Tabor	2
Yangchin Topgyal	2
Ariana Chandler	2
Margaret Rodriguez-Springer	2
Elias Aguirre	2
Adriana Lopez	2
Alicia Orozco	2
Jenifer Allen	2
Rex Britton, Jr.	1
Lolis Martyniuk	1
Julia Perez	1
Jennifer Scheib	1
Joyce Suchoski	1
Wendy Polanco	1
Gloria Enciso	1
Rosey Quiterio-Rodriguez	1
Kimberly Brown	1