

East County One Stop Board of Directors/Steering Committee  
March 29, 2002 – Vocational Rehabilitation Offices  
301 NE 102<sup>nd</sup>, Suite 200 – conference room – 8:15 to 10:30 AM

## MINUTES

Board members attending: Gwen Nothwang – MHCC Workforce Connections, Carolyn Morrison – Child Care Development Services, Lynn Mayer – IAM Cares, Angelique Kauffmann - OHDC, Lenea Cordray and Karen Cusick – Gresham Employment Office, David Dragavon – MC Aging and Disability Services, Phil Dean – MHCC Project YESS, Patti Swanson – Eastwind and Janus Youth Programs, Maren Peterson – Portland Habilitation Center, Jesse Kappel – VRD

Others present: Betty Roberts – Computer Skills Plus, Suzanne Smith OHDC, Joan Pasco – COS Project Manager, Zeke Smith and Sheri Luru – Youth Employment Initiative

### Partner announcements:

CCDS: In-Home Day Care providers are home-based businesses that will also benefit from the strategies in the ECOS RIB grant proposal. These providers also are now required to have a food handler's license and CCDS would like to explore options with ECOS partners to fulfill this need for training/licensing.

OHDC: Suzanne Smith is a new liaison with Migrant Farm Workers; she will be co-located at Workforce Connections.

Portland Habilitation Center: 50 units of affordable housing are becoming available in 3 of their 5 affordable complexes. Maren will get information on rental eligibility to Joan to send out via the ECOS email network. She is also conducting a survey to determine the barriers and obstacles people face to qualify or get into rental units. PHC will work with applicants to help them become eligible. Alana Silverman will soon be trained to offer the Ready to Rent programs as well.

Gresham Employment Office: The Gresham Employer's Council breakfast meeting is Tuesday, April 2<sup>nd</sup> at Bogies, this month's program features a workshop on Disaster Preparedness presented by the American Red Cross. The new claims load at the Gresham office is dropping, down to around 800 per week from a high of over 1300 per week. Federal UI extensions are underway. These extensions go back to 1999, so have had an impact on workload. The state is adding \$20 per week to the benefit checks of those on UI, to help pay for medical benefits. UI participants may now claim their benefits on-line as well as via the phone-in services.

Multnomah County Aging and Disability: Grand Opening for the new Multnomah East Facility is April 11, 2 PM to 6 PM. The other two older offices are consolidating into the David Douglas Building on 122<sup>nd</sup>.

MHCC Project YESS: YESS Press newsletter was distributed. It is now available in an electronic version. The wsi RFP for youth services is due April 26<sup>th</sup>. Phil will let us know if he needs letters of support from ECOS partners.

Eastwind/Janus Youth Programs: they have submitted the Dept. of Justice Jump Grant through the ECOS organizational umbrella. This grant, if funded will provide mentoring services for youth in Rockwood – see details below.

MHCC Workforce Connections: Fujitsu and Boeing laid-off employees are still being served at the center. Boeing has received NAFTA recognition, but as of yet, Fujitsu has not. Staff is also enrolling persons for Training and Unemployment Insurance; Workforce Connections is sponsoring two training workshops: May 10 – Diversity training, (flyer is attached to these minutes) and June 21<sup>st</sup> – Stages of Change training in partnership with SE Works.

IAM Cares: Program continuation/extension funding from the Dept. of Labor should be known soon. IAM Cares is the principal partner in the Business Leadership Network, which is providing funding for a P/T administrative person to assist the Job Developers Network. The Oregon Employment and Training Association (OETA) is co-sponsoring a workshop with the Job Developers Network. The ½ day workshop on May 15<sup>th</sup> will cover strategies for job developers, especially when working with diverse populations. Call Connie Foster for details and registration information. 257-4412

Vocational Rehabilitation: DHS Agency integration and reorganization plans will make their offices more like the one-stops with co-located persons from other agencies sharing office space. They will be increasing partnerships with both housing and child care providers.

Partner of the Month: Youth Employment Institute – Sheri Luru and Zeke Smith

Zeke and Sheri presented an overview of their organization its history, funding streams and services. YEI is expanding its presence into the Rockwood area working with Centennial and Reynolds School Districts. Eastwind Center has made office space available to the program. Their focus is on youth ages 16 to 21 years. They provide self-sufficiency services that include training and services to enhance pre-employment, life skills and personal finance, job placement, academic achievement, career exploration and development and family/community involvement.

The program operates through the Janus Youth Program family and is funded by wsi, Casey Family Foundation and the city of Portland (BHCD funds).

Zeke stated that the East County partnership is unique as compared to the rest of the city/metro area. This collaboration between programs is a testament to the work that has been done by the East County One Stop System. The most collective voice in the area is from east county partners. YEI is working with a youth internship project with the city of Gresham and will be meeting with other entities to engage in new partnerships with their programs.

YEI Contact Information: Zeke Smith – 280.2182 Sheri Luru: 280.1058 # 112

Old Business:

Action item: Motion/Second for approval of minutes from Jan. 25<sup>th</sup> and March 1<sup>st</sup> as emailed to the board – approved with a consensus vote.

Patti reported that the Dept. of Justice Jump Grant application was submitted by ECOS in partnership with Janus Youth Programs and Morrison Center. If awarded, the grant will make available \$219,981 of new federal funds for youth mentoring projects in Rockwood – Alder and Davis School catchment areas. The recent Weed and Seed designation made application for these funds possible.

Action item: Motion/Second to approve an ECOS grant application for 2002-2004 Regional Investment Board funding – projects: Developing resources for Home Based Businesses and an International Marketplace in Rockwood. Motion carried by consensus, one neutral vote.

New Business:

The board discussed how ECOS partners could support MHCC and Project YESS in this round of wsi funding – partner letters, etc. Both Gwen and Phil will let us know via email what support letters they may need.

The East County formula allocation for adult and youth funding was also discussed. Apparently wsi has held back up to 45% of funding from the 2001-2002 funding allocations for “special projects”. It is unclear how these funds will be used or allocated. The formula has not changed to reflect East County’s changing demographics re youth numbers, low-income adults and families, and non-native English speakers. The enabling legislation for WIA is up for renewal in 2003. Performance and outcomes will factor into whether or not the entire One Stop initiative gets renewed by Congress.

ECOS partners could help by contacting the regional board on issues of concern regarding funding formula distribution, program outcomes, and underperformance of the NE YO center. Questions for the board should include:

- What is the overall philosophy of wsi: Pass-through agency or direct service provider agency?
- What is the total amount available for youth program for 2001-02 and 2002-03?
- How much is wsi withholding for special projects, which may develop at a later date?

- Are wsi-operated youth programs held to the same performance outcome standards as other providers?
- It was anticipated that the Youth Opportunity grant would provide the opportunity for other WIA funds to be allocated throughout the region to serve youth outside the North/Northeast sub-region. Why hasn't this happened?

The Workforce Investment Board meets on Thursday, April 11 at 7:30 AM – Fifth Ave Suites Hotel – 506 SW Washington and ECOS partners were encouraged to attend or send a letter to the board via Jesse Kappel or Sue Mazzio. Additional comments from board members included contacting the Oregonian to solicit a Margi Boule column or have the Willamette Week write an investigative research article.

Action Item: Motion/second approval by consensus to partner with IAM Cares on a Dept. of Ed. Partnering With Industry grant for persons with disabilities. The grant request would augment the home-based business support grant being submitted to the regional investment board. Final grant proposal will be reviewed by the ECOS board prior to submission.

### Project Updates

1. East County Health Care Forum project and CNA capacity grant: both projects are on track. The 1<sup>st</sup> Quarter report for the CNA grant is due April 15.
2. Case Study/Career Path research: The research on the ex-offender population is almost complete; interviews with the disabled population will begin next week. Joan is going to elicit interview support from the participants in the Job Coach Institute for the non-native English speaker interviews. Final product will be a narrative on each individual as well as a fishbone diagram that displays how people moved through a successful career path and what resources they were able to capitalize upon. The entries on the diagram will hyperlink to direct quotes from the interview tapes.
3. Job Coach Institute: The institute kick-off was March 22-23. The group is off to a great beginning and will be meeting each Wed and Sat through April and May. ECOS board members are invited to participate in any session as well as attend the final graduation dinner, May 25<sup>th</sup> at Tacho's Restaurant in Rockwood.
4. Weed and Seed - Rockwood: The W & S Steering Committee has engaged in an open process to select a fiscal agent rather than use ECOS. Several board members questioned whether or not ECOS would still have any liability for program performance since ECOS was the grant applicant. Jesse Kappel will call Diane Peterson to verify that if ECOS is not the fiscal agent, it will also not be held responsible for project outcomes.

### Committee reports:

Finance Report: refer to minutes of March 21<sup>st</sup> that were emailed to board members

\* Action Item: M/S carried by consensus to approve the following invoices:

Nicci Kelley - \$450 – Case study research  
Strategic Business Concepts - \$1,591.00 – Job Coach Institute  
Menucha - \$1691.50 – Job Coach Institute

The Marketing, Partnership, and Community Center task force reports were tabled until the next meeting.

Next meeting: April 26<sup>th</sup>, Vocational Rehabilitation offices – 8:15 AM to 10:30 AM

# Cultural Competence for One Stop Partners

**Friday, May 10, 2002, 9:00 – 4:00 pm**  
**McMenamin's Edgefield, Blackberry Hall 2126 SW Halsey, Troutdale, OR**

Join us for this informative workshop to expand our One Stop vision of cultural competence and the steps needed to achieve it successfully.

**Questions explored at this workshop will include:**

- How do we assess and create an environment that is truly welcoming to all customers and staff?
- What steps do we take to establish outcomes to move beyond general concepts of diversity and cultural competence?

**Goals of the workshop are:**

- Explore different perspectives on what cultural competence is
- Identify baseline and additional skills required to achieve cultural competence
- Help staff clarify what demonstrates cultural competence in their work
- Facilitate setting organizational goals to implement cultural change

This workshop will be facilitated by Cliff Jones, Senior Associate at TACS and co-founder of Tools for Diversity. Cliff Jones is also a nationally recognized trainer/consultant on cultural competence issues.

**Please fax/mail/email this form to:**  
  
Kelli Walker  
Workforce Connections  
4510 NE 102<sup>nd</sup> Avenue  
Portland, OR 97220  
Telephone: 503-252-0758  
FAX: 503-252-0782  
walkerk@mhcc.edu

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**Cost: \$10 per person. Please mail payment to address above.**

*\*Training sponsored by Workforce Connections \**