

ECOS Board Meeting April 28, 2004
CAL Center – 1484 NW Civic Drive, Gresham
8:15 to 10:30 AM

MEETING NOTES:

PARTICIPANTS: Derick Beaudry – Human Solutions, Brenda Butler, Rockwood Weed and Seed, Teddy Forrester – East VR, Ruthanne Cox-Carothers – Cares Easter Seal, Carolyn Morrison – Child Care Development Services, Patti Swanson – Eastwind Center and Janus Youth Programs, Marian George – New Care Directions, Victoria Libov – IRCO, Malcolm Boswell and Karen Cusick – Gresham Employment Office, Lynn Wiles – Cascade Aids Project, Bob Wayt – Verizon Foundation and Joan Pasco – ECOS project manager.

Introductions and welcome: Around the table – news, events, and announcements

Human Solutions: moving into the 501 building in downtown Gresham around the end of May. They are seeking families for their housing program – at least one adult with at least one child under the age of 18

Weed and Seed: third year plan will be submitted this week. As this is a five year funded initiative, planning should begin this year about sustainability and continuity of the strategy. Most W & S organizations approach the end of funding with a plan to move or expand to other neighborhoods in need of similar crime prevention and community development assistance. Perhaps Fairview, Wood Village and Troutdale as examples.

Old Business:

The Minutes from March 31, 2004 were approved as presented.

Budget/finance report – reports on Grants pending - Joan explained the status of existing grants as well as those that are still under consideration for funding. See attached finance report

Reminder to partners to consider annual contributions – Partners contributing to date: Springdale Job Corps, Mercy Corps, Oregon Vocational Services, Oregon Employment Department and MHCC Workforce Connections, Child Care Development Services

Oregon Health Plan – impact discussion - Bring ideas about how ECOS and partners can support individuals that are impacted - community health clinics, etc. All persons covered under the Standard Plan will be losing their benefits around August 1st, 2004. This will have serious impacts on thousands of people who will no longer be able to afford medications and preventative treatments. The board discussed the potential of combining efforts to bring more low or no-cost clinics into east county in an attempt to still offer screening, blood testing, diabetes testing, etc. If the Linfield grant is funded, a student nurse clinic will open which can begin to address some of this need. Other ideas included tapping into retired medical personnel as volunteer staffing; transferring the funds expected from the Federal Drug pricing settlement to health care coverage costs,

creating a community pharmacy that could pool/bulk purchase low priced drugs; tapping into the pediatrician contacts that Child Care Development Services uses to provide free site visits to child care providers.

Youth Leadership Program: - Carolyn Morrison – Carolyn reviewed a new project under consideration by CCDS to offer leadership training to high school students. They have applied for a grant and if funded, the project will begin next fall (2004)

New Business:

Grant discussion: if you had a check for \$50,000 to develop something new for your organization, what would you create?

Ideas discussed included:

- 1.) Educational awareness and opportunities for low income people to participate in training and skill building courses
- 2.) Hire the expertise to develop a marketing piece focused on corporate services and market services to employers through brokers – including seminars, training, etc
- 3.) Facilitate a quick process for DHS clients to access child care – they currently can't locate a care facility quickly enough to meet need – train on how to provide quality child care, how to choose quality care, and have a network of providers willing to keep a few slots open for short notice care.
- 4.) Support services for home based businesses. Micro-enterprise funds, support for emerging and growing small businesses. Support for out-sourced work and telecommuting
- 5.) Support a Buy local campaign

10 AM – Presentation by Bob Wayt of the Verizon Foundation: The Verizon Foundation is supporting the International Marketplace with a \$9700 grant. Bob presented the check to the board.

Project reports – Joan briefly updated the board on the following ECOS projects:

- International Marketplace: volunteers are needed for all 5 weekend events
- InterCultural Coaching Institute: If support from the United Way is approved, the program will be delivered with a start date next fall, and continue with Saturday training sessions through out the fall and winter
- DuBois Spa and Salon: project is about completed
- Re-entry team – nothing new to report
- Rockwood Weed and Seed – Brenda presented the report – see above...

Regional reports:

Gresham Employment Office: Robert Brown is the new manager for the Gresham office. The IMATCH Skills system has been launched.

Next Board Meeting: May 26 – CAL Center 8:15 to 10:30

Finance and Management Team: Wed. May 19 – VR East – 305 NE 102nd

ECOS Account Balances: 2004 Beginning balances all accounts: \$19,981.28

2004 Projected 501 c3 ECOS Expenses:

D & O Insurance & General Liability Insurance	\$2000	
Web page/server and maintenance	1500	
Bookkeeping/accounting	300	
Postage/supplies	500	
Corporate fees/misc.	300	
Match for RIB grant	2000	
Total Projected non-grant/project Expenses:		\$6300

Finance/Management Meeting - April 21, 2004

April – Account Balances and Financial Statement

Account balances (as of April 1, 2004):

Business checking: \$2528.62
Money Market: \$10,157.59

Total: 12,686.21
Deposited in April: \$17,854.25 30,540.46

2004 – 2005 Accts receivable/fund balances:

Job Coach Institute = \$750 – tuition/registration fees

Verizon Grant = \$9700 (4-28-04)

OCEDD = \$7142 (recd 4-16-04) Grant balance: \$35,710 (ends 6-05)

City of Gresham = \$12,000 (cost reimbursement) ends 10-04)

OCCWD = balance \$9268 (cost reimbursement) (ends 6-04)

Reg. Invest. Board = 9213.20 (ends 6-30-04)

April 21, 2004 Restricted: 11,766.61

Unrestricted: 6,195.03

Note: will not match account balances– due to activity during the month and checks and deposits not reflected on these statements – for instance, \$7142 deposited in April and the \$9700 due in from Verizon grant on April 28th)

April Invoices approved from Restricted Funds:

\$4800 – RIM grant project management
\$700 – Job Coach Institute project management
\$2000 – Verizon Grant – Marketing – Joy Brookstone
\$4000 – OCEDD grant – Mercy Corps, vendor outreach
\$123.61 – OCEDD grant – supply reimbursement

April Invoices approved from un-restricted:

\$40 – Web page

Dubois Salon Grant: no up front funds – straight reimbursement on expenses

Invoice #1 = \$24,545.35 received September 21, 2003

\$22,545.35 = training set up for DuBois Spa and Salon

\$2000 = ECOS for project management

Invoice: Joan Pasco – Project Management: \$1650

ECOS unrestricted – indirect: \$350

Invoice #2: \$13,449 invoiced on October 6, 2003 – payment received 11/18/03

\$12,453 – Dubois Salon

\$562.50 – Joan Pasco – Project management

\$433.50 – ECOS unrestricted

Invoice #3: \$ 12,241.24 Received 1-12-04

\$ 10,853 DuBois

\$ 868.24 8% ECOS Indirect

\$750 .00 Joan Pasco, Management and Evaluation

(\$500 from grant program funds, \$250 from 8% indirect funds)

Invoice #4: \$6621 – Invoiced 2-3-04 – recd 3-8-04

6121 – DuBois Salon

\$500 – ECOS indirect

Invoice #5: \$8251 – Invoiced 3-31-04 – rec'd – 4-26-04

7269 – DuBois Salon

400 – Joan Pasco

582 – ECOS indirect

OECD Grant for International Marketplace = \$50,000

Payments will be made quarterly beginning in January. \$7142 for seven quarters thru 06/04 January payment has been invoiced. Mercy Corps = 4000 per quarter, ECOS = \$578 per quarter, Marketplace assistance = \$3142

\$7148 – received 1-23-04 –

Fund Balance = \$3142

\$7148 – Invoiced 4-12-04 – recd: 4-16-04

Expenses: \$4000 – Mercy Corps

\$578 – ECOS indirect

Supplies – reimbursement to Joan - card stock, 2 printer cartridges

Refreshments – vendor training sessions: \$123.61

Restricted fund balance 4-21 = \$5588.39

Total restricted funds in bank accounts – April 21, 2004 11,266.61

ECOS Unrestricted funds: beginning balance 1-1-04 = \$4076.77

2004 Partner contributions received to date:

Springdale Job Corps

Child Care Development Services

Oregon VR Services

Mercy Corps

MHCC – Workforce Connections

Oregon Employment Department

March31 balance in unrestricted funds: \$4499.03

April income to unrestricted (when funds are received):

DuBois grant = 582

OEDCC = \$578

Verizon Grant = \$776

Child Care Development Services \$300

Balance once these are all deposited: \$6735.03

City of Gresham: \$960 (will bill in August)

Expenses from unrestricted:

Professional/business liability insurance = bids still coming in

Preparation of 3 quarterly grant reports – Joan Pasco = \$500

Color my Web - \$40.00

April 21 balance – unrestricted: \$6,195.03

Status of grants pending/applications have been submitted:

National Endowment for the Arts: \$48,700 (marketplace) –submitted 8-18-03 awards announced in April 04. **Did not receive this grant.**

Verizon Foundation - \$9700 for Rockwood International Marketplace – submitted January 6, 2004 – **AWARDED March 22, 2004**

In partnership with the Center for Advanced Learning: Interactive experiential learning for students and area employers: Seeking \$250,000 a year for three years - reorganizing around a new approach for this project with Fred Rau, Karylenn Echols and Bill Lesh. CAL has donated a grant writer to pursue this project.

SOROS Foundation Grant – \$150,000 – for re-entry projects to provide employment for ex-offenders. Submitted in November, 2003 – awards will be made in March. – **not funded...at least in this round – have not received a rejection letter**

Paul Allen Foundation: \$25,000 for the International Marketplace – March 31st deadline for applications – decisions in April or May

City of Gresham – Community Involvement Fund: \$12,000 for Rockwood Marketplace **Awarded 4-9-04**

United Way - \$11,000 for scholarships for the Intercultural Coaching Institute – on the short list – they are interviewing 6 applicants on April 28th and will fund two projects. David Drake will be representing ECOS at that meeting.