

**East County One Stop
Board of Directors/Steering Committee Meeting
Friday, May 31, 2002 – Vocational Rehabilitation, 305 NE 102nd Suite 200**

MINUTES

Present: Jesse Kappel – VRD, Catherine Zimmerman – Resource Connectors, John Filar – DHS, Community Services, JoAnn Espinosa – Job Corps, Karen Cusick and Lennea Cordray – Gresham Employment Office, Ruthanne Cox-Carothers – IAMCARES, Maren Peterson – Portland Habilitation Center, Gwen Nothwang – Workforce Connections, Chris Bekemeier – FamilyWorks, Sheri LuRu – Youth Employment Initiative, Claudia King – Human Solutions, Bertha Ferran – Hispanic Metro Chamber of Commerce and Windemere Mortgage, Joan Pasco – Project Manager

Announcements:

Portland Habilitation Center – will be contracting with PPS to provide janitorial services and will be hiring a second staff person to handle recruitments. They will need to hire over 300 new employees to cover the contracts for over 100 schools.

Human Solutions: Andy Raubeson is leaving the organization, the board will be recruiting for a new Executive Director, they have hired a new community relations/development director who will be coming to the June ECOS meeting with Claudia.

Resource Connectors: Catherine is starting a support group for women entrepreneurs; the first meeting is on June 20th at 4:30 at Resource Connectors – 39th and Grant.

Worksystems, inc: Peter Angstadt is leaving his position as ED – national search will begin to find a replacement. ECOS board members were asked to encourage qualified individuals to apply for this position.

Partner of the Month for May – Hispanic Metro Chamber of Commerce
Bertha Ferran, HMCC board member and member of the Regional Investment Board, gave an informational presentation about the Hispanic Metro Chamber and problems that relate to the Latino and non-English speaking community.

Literacy problem: 60 – 70% of Latino immigrants are illiterate in Spanish. It has been broadly documented that in order for these persons to effectively learn English, they must first be taught to read in Spanish. Once literate in Spanish, they tend to learn English within one year. It takes about 18 months to learn to read in their own language. As a workforce system, we invest in ESL classes that do not address the need to learn to read in Spanish and are missing the mark.

The Mexican Consulate program, Mexican Communities Abroad has a literacy component with free training materials. They also have a program through Centro

Mexicano de Oregon (Estella Garcia – 503.946.0100) that conducts train-the-trainer seminars 2 – 3 times each year. The workshops are free, are held in Mexico, and for the price of transportation and lodging, we could send people to bring this knowledge back to east county. Bertha will contact Estella about attending the June 28th ECOS board meeting to offer additional information on this and other Consulate programs.

ECOS board members are to inform interested persons and encourage them to attend this meeting.

Other issues discussed: fake ID's, false information on mortgage documents, SSN's And TIN's, illegal issues, pulling of funds for migrant programs, and amnesty proposals. People that have lived in the US for many years, hold steady jobs, and have families, should be allowed to apply for legal status at some point.

Military enlistments can provide automatic citizenship. This may be the fastest and most effective way for immigrants to gain full US citizenship. ECOS partners can help by encouraging their Hispanic clients to become citizens – understand the process, and help Latino immigrants with this process. Latinos often do not understand the political process in the US – why writing members of congress can make a difference, etc...they tend not to trust or believe in “government” as we know it.

Education and job training are the keys to Latino success in the US. Latino's want the opportunity to work. The HMCC offered \$55,000 in educational scholarships this past year. ECOS will help distribute application forms for the next round of scholarships. The schools have not (to date) been the best source for getting information to students – as some counselors assume that Hispanic youth will not be going to college and do not offer the information.

The chamber hosts monthly noon meetings, the last Tuesday of each month at the Benson Hotel. They hold Business After Hour networking sessions (the next is June 6th at the Palenque Nightclub in the Great China Restaurant located at 8220 SW Hall Blvd, in Beaverton), conduct a fund raiser in December and will be co-hosting a few events this year with the Gresham Area Chamber of Commerce.

Old Business:

WSI funding formula and distribution report – Jesse Kappel: The amount of funds that need to be redirected to East County is significant. WSI will make these adjustments over a two to three year period; however, no adjustment was made in the 2002 round of funding. East County actually received less than in 2001. East County involvement will be important to get the funding distribution changed to reflect east county demographics and shift in where low income people live and access services. JoAnn Espinosa will help with these issues, as she is a member of wsi's Youth Council.

Weed and Seed - update on progress – Joan reported that the last report for funding has been submitted. We should know by August if funds will be released for the Rockwood project in October. Multnomah County will serve as fiscal agent for this project.

Regional Investment Board:

- Work products remaining from 2001-2002 grant – Joan reported on the status of Weed and Seed, the Job Coach Institute, and the Case Modeling projects. Catherine reported on the East County Health Care Forum. All projects are completed or nearly so. The Career Modeling Success story research will be completed by mid-June.
- Future of the Bi-lingual job coach institute – Joan will be submitting a Verizon grant application in October. 2002 participants will assist with recruitment of next year's group of participants. The Institute will begin earlier in the year in 2003, with a start date in late January or early February and a completion date before May 1st.
- Career modeling project: Joan stated that she still has a need for more research candidates from the disabled population. The offenders and non-native English speaker interviews are about completed.
- RIB new projects – 2002-04 process and status report – Joan stated that the ECOS proposal as submitted would fund a strategy to develop resources for persons starting their own businesses and an International Marketplace for the Rockwood area. After the first round of reviewing, our application was in the top ten of a group of 34 projects. This could change as the political maneuvering begins.

CNA grant progress report – Catherine gave an update on the CNA capacity building projects. The committee has approached the state Board of Nursing to begin a process to remove barriers to getting instructors for the CNA classes. The petition will ask for less restrictive language and rule changes related to minimum qualifications for teachers. The group is also working on strategies to recruit retired nurses back into healthcare as instructors. They are building alliances with Health Care Industry partners.

Web page needs for the future/ECOS web presence –page is live at www.eastcounty1stop.org The Bi-lingual Job Coach Institute page is being developed and will be on line soon. The career models and volunteer/community connection sites are being added to daily.

ECOS and IAM CARES have submitted a grant application to the Dept. of Education for the Projects with Industry program. Funds requested: \$220,000 per year for three years to fund projects that will move persons with disabilities into the workforce or into their own business.

New Business:

Rockwood – Fred Meyer building - shared office space discussion – Jesse Kappel reported on progress with getting enough co-located tenants to begin the process of purchasing the Rockwood Fred Meyer – yard and garden center building. The Building has 60,000 square feet of space. Interested tenants include DHS, VRD, East County One Stop for another one stop resource center, Human Solutions, Housing Authority of Portland, Eastwind/Morrison Center, and others. Commitments are needed by the end of June.

Youth Summit Conference – June 21st – Salem – Joan reported that East County can send persons to participate in this conference. More information will be forthcoming soon. Region 2 will be sending a team and we can add four persons if we wish.

Committee Reports:

Finance – Jesse Kappel – the notes from the May 23rd meeting are attached to these minutes. Jess asked all partners to consider making a voluntary partner contribution of at least \$200 to cover the non-grant related expenses for ECOS during the year. These expenses include insurance policies, legal requirements, etc. Please make a pledge and send a check made out to ECOS. Mail to 4031 NE 4th, Gresham OR 97030 or bring to the June 28th board meeting.

Community Center – see above – co-located offices in the Fred Meyer building
Marketing – Catherine – a brochure is being worked on. Will feature what ECOS can offer the individual, an organization, and the community. What it is, what it does and how we work together as an alliance of supportive partners.

Partner Development – 50 people attended the Cultural Diversity training in May. The next training will be “Stages of Change” which is a two part training – June 21st – all day training at McMenemy’s and a follow-up session on July 11 at Maywood Park Campus.

ECOS had a summer pot-luck picnic last year as part of its partner development strategy. Maren, Gwen, Kelli and Joan volunteered to organize something similar for this July. The picnic/event will be in lieu of a July Board Meeting. Karen and Sheri will help with securing music.

Next meeting: June 28th, 2002 – 8:15 AM at Vocational Rehabilitation offices.

ECOS Finance/Management Joint Committee: May 23, 2002

Account Balances (May 1, 2002):

MM: \$3928.99

Checking: \$4044.91

Income received this month

\$500 – Sharron Kelley

Job Coach Institute registration fees: \$1000 Accounts Receivable: \$550

Family Works - \$150

CNA Grant - \$4000 (\$2000 transfer to ECOS unrestricted funds from indirect)

RIB Grant Match yet to be received (final to year end):

Resource Connectors - \$500

VR - \$4000

Invoices paid:

AWASCO - \$75 – 5 web domains @ \$15 each
 Color My Web - \$70 – Weed and Seed
 David Drake/Kinkos – Job Coach - \$47.95
 Research – Case Models - \$750
 State of Oregon – corporate division - \$75.00

Invoices to be approved:

Resource Connectors: \$6975
 Joan Pasco – reimbursement for supplies - \$538.38
 Joan Pasco – Job Coach - \$1000
 Joan Pasco – Case Modeling project - \$2875.00.

Partner contributions received this month: Partner organizations have received a letter requesting their renewed support. Follow-up contact will be made to those who have not responded. Jesse will talk to IAM CARES and MC Aging & Disability, Joan will speak with CCDS, PHC and Family Works, Catherine will contact Springdale. These contributions cover the 501 c3 expenditures and board costs – insurance etc.

Letter of Request sent	Contributions received
CCDS - \$500 - \$550	
Springdale - \$250-\$300	
MC Aging and Disability \$200-\$250	
PHC – open ended request	
Human Solutions: \$200-\$250	\$250 – 3-22-02
FamilyWorks - \$200-\$250	\$150 – 5-1-02
MHCC	\$150 – January, 02
IAM Cares - \$200-\$250	
After July 1, 2002	
Eastwind Center - \$250-\$300	
Gresham Employment Dept. \$500	
Total 2002 request: \$2100	

Discussion items:

- RIB – 2002-2004 application – Ranking as of today – process and timeline
- RIB final reports and loose ends for current grant
- Health Care – process to replicate the Career Tree located at www.healthcarecareers.org for East County and funds to do this - Catherine
- Internet/web page design issues: update on web page progress.
- IAMCares/ECOS Federal grant – progress report – grant will be hand delivered in DC while Joan is there next week
- Rockwood – shared office space discussion