

East County One Stop Board of Directors Meeting
Wednesday, December 8, 2004

9 AM to 11 AM Gresham Employment Office – basement conference room

MEETING NOTES:

Participants: Debbie Foote – DHS Self-sufficiency, Ruthanne Cox-Carothers – Easter Seals Cares, David Dragavon – MC Aging and Disability Services, Kim Rush – Portland Habilitation Center, JoAnne Espinosa – Springdale Job Corps, Karen Cusick – Gresham Employment Office, Kay Lopez – Workforce Connections, Debra Kennedy and Derek Beaudry – Human Solutions, Marian George – Care Givers Alliance, Joan Pasco, Project Manager.

Partner Announcements:

DHS – Governor’s budget will have impacts on Oregon Health Plan and numbers that can be served

Gresham Employment Office – UI Claimants will begin accessing services through call centers and on-line effective December 16, 2004. Local offices will focus on employer services rather than administering UI services. Claims will be filed on-line at www.workinginoregon.org.

Portland Habilitation Center: Recently landed a new janitorial contract for the Rainier, OR school district and are recruiting for these new jobs. Jobs have been posted with the Employment Department – candidates must have a documented disability. They also have administration positions open in the home office – seeking a contracts person and a Recruiting Assistant.

Human Solutions – beginning a new job coach program with Steps to Success. Will provide one-on-one job coaching with five job coaches, placed geographically around the county. Each job coach will work with 25 clients. Contact Debra Kennedy for more information on this program.

Workforce Connections: The Welding Technology program is still accepting enrollees. Also, Workforce Connections is beginning a new, specialized training with Allied Health Services and the Physicians Hospital – The Hospital Unit Clerk pathways training will accept 8 candidates. They must have 6 months previous experience in office management. Contact Frank Brown at 503.788.6233 for more information on the Unit Clerk program.

Old Business:

1. Minutes from the October 27 meeting were approved as presented.
2. The annual board retreat will take place on January 26 from 9 AM to 3 PM at Springdale Job Corps. Their culinary arts program will provide lunch for us. If you have issues to be included on the agenda, please let Debbie, Ruthanne, or Joan know in advance.
3. Outreach for new board members continues. Board members were reminded to get names of potential new participants to Joan prior to the board retreat in January.

New Business:

The board approved the monthly financial report and reviewed grant status - attached
The following new applications for funding for the Rockwood Marketplace were approved: The Boeing Community fund, Viking/Pella Industries, the Collin's foundation, and GI Joes. Joan was encouraged to seek other avenues of support and just email the board prior to submission.

2005 Leadership – Ruthanne Cox-Carothers will serve as ECOS co-chair for a term from January 2005 to 2007. She will join Debbie Foote in this capacity for 2005 and a new public sector co-chair will be named in January of 2006.

Monthly Board Issue Discussion – Affordable and available childcare – submitted by JoAnn Espinosa

Background: Unmet family care issues, both for children and elderly parents pose large barriers for employability and quality of life. This issue impacts many workers, virtually every employer and all social service and workforce agencies.

Employment Dept. Analyst, Malcolm Boswell completed an analysis of childcare in East County in the Spring of 2004. I am attaching the 7-page document to the email with these meeting notes. Conclusions found a significant gap between supply and demand for childcare.

“Figure one indicates that in East Multnomah County there are 54,801 children 13 years of age and under. If we apply the general rule of 25 out of every 100 children ages 13 and under (need childcare), used by the various Child Care Service Agencies, we find that there would be a shortage of child care capacity at the existing covered child care centers. Specifically there would be 13,700 children age 13 and under competing for the 8,375 spots available at the covered child care centers (see Table 2). “

ECOS Board Discussion included:

- The projected population growth (and demographics of this growth) in East County over the next 10 years will exacerbate this problem. (48% of school aged children in Multnomah County live east of 122nd.)
- We expect childcare demand for persons working 12 hour, swing and night shifts to continue to grow.
- Out of safety concerns, parents tend to seek larger, independent day care centers for late or overnight care as opposed to home-based sites.
- There will always be a need for drop in care sites for occasional use, sick children, or adult day care. This poses site staffing problems in due to state requirements of one adult for each five children under care at any given time.
- Childcare slots for children with disabilities are also hard to find.
- The opportunities for persons to open day care facilities seem good. Centers that can accommodate non-traditional workers, drop-in or sick children, and adult activities are especially needed in East County.
- Adult Day Care: opportunities seem to be good for entrepreneurial enterprise to provide activities, transportation; respite care and social outings for homebound

or foster care individuals. The new Easter Seals JOLI project will do outreach for individuals suited to this type of enterprise.

- Research could be conducted with recipients of Meals on Wheels, senior centers, adult foster care and assisted living facilities. Also, home care givers caring for one individual may be interested in expanding or matching up with other caregivers to provide outings and activities for a group.
- A conference for caregivers will be held next spring. This would be a good place to conduct feasibility research for this type of business/enterprise.

Project Reports:

Rockwood International Marketplace and OCEDD grant: the future of the marketplace will depend on obtaining resources to hire staff. A minimum of \$50,000 is needed to adequately staff the marketplace from April to October with a full time person, and two weekend assistants. Joan will continue efforts to recruit funds, but she, personally, will not be available to run the market for 2005. We do not have a commitment from Kaiser to use their site for 2005. They are fine with one weekend a month, but are still deliberating about hosting the market for each weekend during the summer months. The OCEDD grant is to support persons wanting to begin a vendor based business and is not tied directly to the Rockwood marketplace – persons assisted through the project can be vendors at any market. Most crafters like to vend at multiple markets throughout the season.

RE-entry and Ex-offender programs: The new 2005 federal budget includes \$90 million for re-entry projects. ECOS continues to seek project funds to support expungement assistance and business enterprise that will employ ex-offenders.

Partner Projects being supported:

Ruthanne Cox-Carothers described a new project funded by the Office of Community services, Health and Human Services Department. Easter Seals, CCDS, and Mercy Corp NW have been awarded a \$370,000 JOLI grant (Jobs for Low Income persons) to support self-employment options. Some at the National level are beginning to notice that small business and home ownership are keys to wealth creation. (They claim to care about the reduction of the gap between high and low income persons and the importance of a middle class to the US economy, so are investing more funds in projects of this nature.)

The Creative Earning Options (CEO) project will target bringing work to people, rather than bringing people to work. This is a workforce development strategy consistent with demonstrated business need to contract certain work products off site. CEO is a 17-month demonstration project to determine how supportive services can impact the economic success of individuals choosing self-employment as an option.

Ruthanne distributed eligibility information for participants and encouraged ECOS partners to begin referring candidates immediately, as we would like to enroll 40 participants as soon as possible. Questions? Contact either Ruthanne at 503.335.6161 or Joan Pasco at 503.661.3981.

Weed and Seed – The Rockwood Weed and Seed has a year and a half left in its five-year funding from the Dept. of Justice. Application will be made to support a second five-year project, but the project will have to be in a new target area. The first W&S community in our area was the Brentwood/Darlington/Lents W&S. They have now re-applied for a W & S project in Montevilla/Hazelwood neighborhoods. The area fills the gap between Lents and Rockwood. The Rockwood Weed and Seed steering committee will make recommendations for a second W & S site in outer East County – most likely either Rockwood south of Division/Powell communities or in Fairview/Wood Village/Troutdale. Each W & S designated site receives over \$1.25 million of federal funds plus the opportunity to apply for many other resources. If both Montevilla/Hazelwood and a second site in East County were to be approved, the four planning efforts would generate over \$5 million in federal community economic development and crime reduction funds over 12 years. (1999 to 2011) Weed and seed requires 50% of funds to go to local law enforcement projects.

Miscellaneous business:

Workforce Connections is hosting an informational session on insurance issues: January 13th, 6 to 8 PM. Kay will forward more information about how to register and promote attendance for this session.

The ECOS 501 c3 four-year provisional status as a tax-exempt non-profit with the IRS ends on December 31st. Joan will complete the paperwork to get permanent designation. (due by the end of February). As the paperwork requires year-end financial data, she will wait until we receive our financial reports from ECOS accountant to complete these forms.

A non-partisan group is presenting workshops/seminars on Oregon's Tax Structure. Debbie will get information on these presentations and Joan will send out a schedule. They present an unbiased approach and education on how Oregon generates state income for essential services.

The next board meeting is a full day retreat on January 26th – 9 AM to 3 PM at Springdale Job Corps.

December financial report is attached.

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 - November 22, 2004 – present: Debbie Foote, Patti Swanson, David Dragavon, Karen Cusick, Joan Pasco

November Account Balances and Financial Statement

Account balances (as of Nov.1 2004):

Business checking: \$8455.34
Money Market: \$9398.82

Total: 17,854.16

2004 – 2005 fund balances – after Oct. Invoices are paid:

Job Coach Institute = \$682.50

ED Community Fund = \$642.50

Marketplace = \$590.61

Verizon Grant = \$3393

OCEDD = \$5359.39

Total balance for marketplace use = \$9343

November, 2004: Restricted: \$10,668.08

Unrestricted: \$7338

Note: will not match account balances– due to activity during the month and checks and deposits not reflected on these statements –

November Invoices from Restricted Funds:

Joan Pasco – Project Management – marketplace November = \$1000

Or. Dept. of Education - \$35.72 – Job Coach Tuition Fund

November invoices from Unrestricted Funds:

Joan Pasco - \$200 – financial work – prep for the accountant

ECOS Restricted Accounts:

2004 Marketplace : October balance: \$590.51

No change

Verizon Foundation Grant: Oct. balance: \$4393

Project management = \$1000 – Joan Pasco

November Balance: \$3393

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

November Balance: OECD - \$5359.39

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	IRCO
Mercy Corps	Portland Habilitation Center
MHCC – Workforce Connections	
Oregon Employment Department	

Oct. balance = \$7538

November invoices: \$200 – Joan Pasco – ECOS administration

November balance: \$7338

Status of grants pending/applications have been submitted:

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.

\$27,500 – Youth Excellence Project – Partnership with Springdale Job Corps and Cares Easter Seal – written under the ECOs 501 c3 – 10% indirect would be \$2750 for ECOS if awarded the grant. – Submitted July 9, 2004

Need approval to submit:

\$48,000 – Public Welfare Foundation – Rockwood Marketplace

\$5,000 Boeing

\$15,000 Viking/Pella

\$12,000 – GI Joes

\$10,000 – Collins foundation