

Rockwood Weed & Seed Steering Committee
April 17th, 2003 Minutes

Attending: Tory Mitchell, Eugene Hayes, Angeline Hayes, Pat Kunert, Patti Swanson, Brenda Butler, Ivan Cortes, Kathy Minden, Beth Faulhaber, Amanda Thomson, Gloria Wiggins, Mary Sanchez, Dina DiNucci and Heather Schraeder.

Approval of Minutes: March 2003 Steering Committee Minutes approved.

Community Issues Impacting Rockwood Update:

• **School-Aged Policy Update**-Patti Swanson

The strategies for implementation were presented to the Board of County Commissioners on Thursday, April 17th. The implementation date is set for January 2004. Gloria Wiggins brought up the concern of financial equity in East County. An individual department '03-'04 budget briefing to the Board of County Commissioners on the Office of School and Community Partnerships will be held on May 7th.

• **Violence Free Spring Break**-Beth Faulhaber

Violence Free Spring Break was held from March 24th-28th and partnered by PAL, Multnomah County Department of Community Justice, Eastwind Center and El Programa Hispano. A total of 826 children participated; mainly elementary/middle and some older kids, averaging about 165 children per day. Ivan Cortes organized the clinics along with the help of El Programa Hispano staff and Aaron of PAL. Gloria commented that the number of girls participating this year had increased. PAL is an important activities resource for children, because it is the only one in East County. (Handouts distributed of Safe Haven Spring Break Report and Spring Break Activity Calendar)

• **Yamhill/Green Street Project**-Dina DiNucci

The City of Gresham submitted the proposal of the Yamhill/Green Street Project to Metro for funding to improve the street conditions on 193rd & Yamhill Street. Dina is asking everyone to show support for this project through letters, emails and phone calls to the Metro Councilors. Contact Metro at: (503) 797-1839 or trans@metro.dst.or.us. Note: A HeadStart facility is also being built on SE Yamhill Street.

• **Celebration of Cultures**-Brenda Butler

The kickoff planning meeting for the 2003 Celebration of Cultures Festival is on April 30th at 5:30pm at Gresham City Hall. Please contact Ken Onyima, of the City of Gresham at (503) 618-2521.

• **Crime Impact Update**-Rich Pierce

Rich presented a car theft prevention flyer that Explorers and Officer will distribute to citizens. Officers and Explorers can identify potential car theft victims by looking in their car to see if valuables are visible, then the Officer or Explorer will fill out a card on how to take precautions against car theft and mail it to the citizen. The flyer was

modeled after Portland Police Officer Meyer's car theft prevention flyer. Kaiser is planning to donate the printing and after printing has been completed Rich will submit an article in the newspaper regarding the flyers and car theft prevention.

- **Gresham Station Starbucks**-Amanda Thomson-Starbucks Community Development Starbucks is trying to be more involved and proactive in the community and to utilize their resources, for example, volunteering. The Gresham Station is the closest Starbucks to Rockwood and Amanda is identifying the non-profits in the area and what Starbucks can do for them.

Coordinator's Report-Brenda Butler

- **Application**- The Continuation Application for Weed & Seed funding for FY2003-04 is almost completed and Brenda will deliver a hard copy to Diane Peterson of the U.S. Attorney's Office on Monday, April 21st and then submit the final copy online and via fax on Wednesday, April 30th. The application is a lengthy 50+-page document regarding Weed & Seed strategies of the next five years.

Brenda asked for some suggestions on a section of the application that requested a list of 3-4 gaps, or resources Weed & Seed plans to fill over the next year. The suggestions were:

- Community Policing and Law Enforcement-creating a stronger presence, increasing a sense of safety for the residents of Rockwood and enforcement.
- Community safety and the ability to follow through on lower level crimes.

- **Special Emphasis**-Opportunity to apply for Special Emphasis Funding. The Weed & Seed Executive Committee agreed to direct the Special Emphasis toward the efforts of Gresham Community Court. The Two Options for Special Emphasis Funding are:

Option 1 includes funding a Community Court Service Coordinator on Tuesday mornings to fill Brenda's gap after she departs from filling in for two months. ACS people could get cut July 1, 2003 and if this happens there is no place to send offenders for Community Service. The coordinator could assign the offenders and develop links with other agencies to 'host' the community service projects. This option would also incorporate a scholarship/resource fund for A&D or Mental Health. Option 2 includes a Mediation/Mentor service. Patti proposed an option 3 which would entail \$10,000 flexibility in services. Gloria remarked that an emergency fund can be very problematic, because you have to develop criteria for how to apply and who qualifies, etc. Brenda suggested that we focus on cases that are seen in Community Court in order to focus on how to serve. The cases that she had already seen come through the Community Court include: lower level theft, marijuana possession, drinking and urination in public, minors in possession, etc. Gloria recommended that in order to promote the Community Court the first step is to educate the community with an outreach and awareness piece that would include explaining the court and consequences to the community and also informing them on cultural differences.

The Weed & Seed Steering Committee decided to support the Case Manager, Service Coordinator, request funds to support the development and distribution of the outreach materials, request funds to provide tools and equipment to use in community service projects and the remaining money to be designated as an Emergency Fund for possible scholarships to be available for, but not limited to the following types of services and treatment: alcohol/drug, mental health (prescriptions), education assistance, transportation assistance, mediation services, mentor services, job training. This will be a contract which will be acquired through open process. More details will be available once the application is complete and submitted.

Handouts of Site Summary and Background Checks/Screening:

Brenda distributed 2 documents to the Committee for the Members to review. The first was a Site Summary, which is an excerpt to an attachment which will be included in the application. She said that anyone present was welcome to review and offer suggestions for improvement, if necessary. The summary that was issued is NOT the final draft, but there is still time to edit.

The second document is a response to one of the last S.C. meeting topics: Background Checks/Screening. (See below for a copy of what was distributed.) Basically, as you can see, we need to come up with a protocol policy within 90 days of acceptance of the FY2003 award (perhaps due by November or so). Below the basic information provided by EOWS, you will find a copy of the preliminary statement that the Lents Site developed. Depending on what the committee decides, we could insert the 'vulnerable population' suggestion/concept which we discussed in March.

***Background Screening Requirement for Staff Working with Children
(Handout)***

Screening of people working with children is an important element of managing a Safe Haven and other youth-focused activities and is required by a special condition of the Weed and Seed grant. Sites must develop and submit to their EOWS program manager the following written protocols within 90 days of acceptance of the FY 2003 award:

- 1) Basic Screening Minimum Standards for staff and volunteers, providing for:
 - Written application and release form with signed statement.*
 - Reference checks with telephone contact.*
 - Comprehensive personal interviews.*
 - Background check of criminal/sexual abuse record. (See EOWS memorandum dated November 5, 2002, on this subject)**

- 2) Supplemental Measures to be used as needed, including procedures to:
 - Confirm educational status.*
 - Confirm licensing/certification status.**

-Drug and alcohol testing

3) Decision-making Guidelines, spelling out:

-Factors that determine the type and extent of screening needed, including the setting (supervision, number of people present, type of staff); worker/child contact (duration, frequency, contact type); special considerations (age, disabilities, state requirements/licenses).

-Factors that may impact or limit certain types of screening, including availability/accessibility of information, financial/human resources, immediate need, liability concerns, worker characteristics, etc.

-Management of obtained information.

For further guidance on developing and implementing the above protocols, see "Guidelines for the Screening of Persons Working with Children, the Elderly, and Individuals with Disabilities in Need of Support," published by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) in April 1988, NCJ 167248, which can be requested from OJJDP's Clearinghouse by calling (800) 638-8736.

Taken from Lents:

Program Requirement

The Executive Office for Weed and Seed has determined that background checks are required for any organization that receives funding from the Lents/Brentwood-Darlington Weed & Seed and is engaged in direct contact with children between the ages of 0-18 years old. The required background checks shall be performed on each staff member and/or volunteer that will have contact with children while engaged in activities that are funded in whole or part with Lents/ Brentwood-Darlington Weed & Seed funds.

Rock/Stone Soup-Dina DiNucci

Rockwood Weed & Seed plans to endorse the community event that will take place on June 1st, 2003 at the Rockwood Fred Meyer parking lot. Dina plans to have every community organization involved and is seeking donations for the event. Reynolds High School is participating with school performances. Dina has a meeting with Russian community representatives next week.

Subcommittees-All need to meet again before May 14th.

Conferences-Brenda Butler, Rich Pierce, Dina DiNucci, Angeline Hayes will all attend the 5th National Weed & Seed Conference in Albuquerque.

Weed & Seed Community Newsletter-This is a high priority for Brenda after the Continuation Application for Weed & Seed Funding has been submitted.

Next Steering Committee Meeting will be on Thursday, May 15th from 5pm-7pm at Portland Lutheran School Library (740 SE 182nd Avenue, between Stark and Yamhill).