

## **Rockwood Weed and Seed Steering Committee**

### **Minutes 09/19/02**

**Attending:** Polly Burton, Kathy Minden, Carol Cole, Beth Faulhaber, Maura White-Cioeta, Gloria Wiggins, Ivan Cortes, Tory Mitchell, Shelley Kowalski, Sharron Kelley, John Pettis, Heather Schraeder, Virginia Tribe, Karen Cusick, Claudia King, and Annie Trillenger.

**Minutes:** Rockwood Weed and Seed Minutes 8/22/02 are approved.

#### **Welcome and Introductions:**

· Kathy Minden-Mexican Independence Day was celebrated on Sunday at Vance Park featuring food and music. Kathy was also in the park on Tuesday night where there were numerous people utilizing the park space including: gardeners, joggers, a volleyball game, a soccer game, etc.

· Maura-PAL's officer was transferred to another job, a great loss to the program but he intends to volunteer for the program.

·Ivan Cortes-the Back to School and Information Fair had a good turnout with 125 families participating. School supplies, snacks, etc. were distributed and the City of Gresham passed out bike helmets.

·Gloria Wiggins-The Back to School and Information Fair was a well organized event and the community responded in a positive way with the participation of Russian, Anglo, Latino, African, etc. families.

Gloria also commented on the families and the community that were affected by the recent murders of two Hispanic men in Rockwood. The Hispanic community does not trust the police, because they feel that the Police are somehow linked with the INS and they don't want to get into trouble with the INS. This issue needs to be addressed and incorporated into the Weed and Seed project.

·Virginia Tribe-Kaiser annually sponsors school supplies for local schools, including Davis, with school supplies donated by employees.

·Human Solutions is getting a new director.

·Annie Trillenger of the Housing Authority of Portland announced the opening of an office in Rockwood. Their temporary office is located in the OAME building and will be in full operation on the second week of October.

·Polly Burton-The Centennial Learning Center, an alternative school is looking for student placements in the workforce. The students are 14yrs-18yrs and previous internships have been at Sun Schools, Cascade Athletic Club, a Chiropractors office, etc. Please contact Polly if anyone is interested in hosting an intern.

·Sharron Kelley- the Rockwood Weed and Seed Site is still waiting for funding.

### **Bylaw Review & Revisions:**

Sharron spoke with Tory Mitchell regarding indemnification. This is an option/policy question for the Steering Committee. Does the Steering Committee as an entity need to be covered by liability insurance and does this need to be addressed in the bylaws? Lorena Campbell thinks not. Lents pays \$40 per year and Albina does not have any insurance, but it intends to obtain insurance when it finds an umbrella organization. Maura with PAL believe this is a contract issue and it is not appropriate for the bylaws. General liability does not cover against decisions, DND insurance covers liability of decisions; the coordinator will have full insurance coverage. The Steering Committee decided by consensus to delete Article XII: Liability of Steering Committee Members and officers from the bylaws and will address this issue when drawing up the contract with PAL.

Maura also suggested that Article XV: Section 3 regarding the Coordinator's spending decisions is a contract issue and does not belong in the bylaws. The consensus was to not limit the coordinator's spending decisions in the bylaws, but to negotiate that in the contract.

**With the second reading of the Bylaws including the changes, the Bylaws were approved.**

### **Approval of Steering Committee Members, Alternates and Non-Voting Members:**

·Add Claudia King to the Steering Committee Member list and list Helen Estrada as her alternate.

·Sharron will send a polished version of the new Steering Committee Members, Alternates and Non-Voting Members List with email information, phone numbers and organizations represented.

·What is the Role of the Non-Voting Members? This is a list of people and organizations that have an interest in the project and they receive all of the emails and minutes, but cannot attend the meetings very often.

**The Steering Committee Members, Alternates and Non-Voting Members list was approved.**

### **Roles and Responsibilities for the Rockwood Weed and Seed Coordinator (Handout from Sharron):**

Sharron needs feedback on the handout. Maura will look over the handout and revise the draft including: changing the 45 hours per week (including 1 hour of lunch) to Full Time Position with very flexible hours evenings and weekends and changing the Position Summary to “other duties as determined in the best interest of the project.”

### **Review of Survey (Shelley Kowalski):**

Shelley handed out an impressive summary of findings of August 2002 on the Rockwood Weed & Seed Committee: The collaboration Process. Usually in group dynamics the groups will go through phases together. When Shelley surveyed the Steering Committee in October of 2001 the group was at the end of their norming stage just before the storming stage. There was nothing to compare the committee to, so the committee was compared to itself. The survey concentrated on: representation, satisfaction and level of coordination, committee participation, group relations, leadership and outside collaboration. Some of the findings consisted of: over representation of county government, room for improvement in community involvement, group relations are tight and functional, etc.

### **Update on Contract with Portland State University for Evaluation Services:**

Shelley met with Brian Renauer of PSU to talk with him about how he saw the Evaluation priorities. Brian's first priority is to work on a community survey for Rockwood, he does not have a community survey for Lents. To complete a community survey for Rockwood Brian needs good baseline data and any ideas on how to be in contact with more exclusive community members, groups, organizations, etc would be helpful. Sharron proposed that Brian collect all of the data and crime statistics. The City of Gresham needs to make changes with their data recording and Brian may be able to provide a little data training with them. The Weed and Seed Steering Committee is content with the evaluation priorities consisting of a community survey and crime statistics.

### **Discussion:**

Kathy brought up her concern that the Rockwood Community is uninformed about all of the improvements, activities and events that have taken place in Rockwood. Kyle Walker of the City of Gresham is working on an all inclusive list regarding the progress and future of Rockwood. The Weed and Seed Steering Community needs to look for opportunities to utilize the list.