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Executive Management Team

OCDC Communication Update Oct-Dec.2007

Hello to Everyone! As you may have noticed this year is rapidly ending, and the Holidays are upon us again! So this is a quick update on 'merry news and happy activities' from the Executive Management Team- EMT.

From Donalda Dodson, Executive Director

1. **The Year 2007....** We are coming to the end of another very positive year for OCDC due to your collective efforts. For the **fifth year** we met full enrollment in each of our programs! We had very positive 'Federal and State' reviews, all the while implementing 'Expansion in both OPK and Migrant and Seasonal Head Start' programs. The EMT knows that it takes hard work to be successful and constantly striving forward to accomplish our mission and we want to say- "THANK YOU!" In appreciation we hope you enjoy the 12/24 holiday.



2. **Extra Holiday December 24th** - In recognition and gratitude for all the hard work during 2007, OCDC is granting an extra Holiday to all employees this year, making 12/24 a paid Holiday. The announcement has been conveyed to County Directors and Central Office, if you have any questions please talk to your supervisor. So on this month, we will have a two-day Holiday: 12/24 and 12/25!
3. **Tadeo Saenz, Resource Development Director** - After one year, Tadeo completed the National Head Start Fellowship with the Office of Head Start (OHS) in Washington, D.C. and returns to OCDC to join the Executive Management Team as Resource Development Director. The Office of Head Start offered Tadeo a spot as a Senior Fellow for 2007-2008, but he says he simply could not pass up the offer to come back home to re-join Oregon Child Development Coalition, because he truly believes in this agency and our mission. We are pleased he decided to bring his skills and talents back to OCDC.
4. **NMSHS Conference 2008** - The National Migrant and Seasonal Head Start conference will be held in Washington D.C., from February 26-29, 2008. The Policy Council, Board members and some staff members will be attending the conference. The PC and Board will also be visiting the Congressional offices while in D.C. to meet with the Senators to talk about Head Start issues.
5. **Board of Directors Meetings for 2008** - The Board of Directors meetings will be held in 2008 as follows: January 25-26, April 25-26, July 18-19, September 12-13, and November (TBD). If you have questions regarding the Board meetings contact Linda Torres, ext 1006.
6. **MS Policy Council Meetings for 2008** - The Migrant & Seasonal Policy Council meetings will take place in 2008 as follows: January 25-26, March 21-23, April 25-27, May 16-18, July 18-19, August 22-24, and September 26-28. If you have any questions on the Policy Council meetings contact Karelia Harding, ext. 1057.

- 7. Head Start Reauthorization Bill** - The new Head Start Reauthorization Bill was signed into law by President Bush this week precisely on December 12, 2007, as reported in the White House News. This is the first time in 4 years that we've had a new bill, so this will probably change some of the things we do in Head Start. This bill maintains the status of the Policy Council, but regulations will be written that will further define how the HS bill will be carried out. It will be very important for us to make comments on the development of these regulations.



- 8. Partnerships** - OCDC has been actively developing two new partnerships to expand services to families and children. One is with Hacienda House, that over sees several low income housing complexes in NE Portland. They are very interested in Head Start and Child Care services for the families in that area. Hacienda House made a grant available to OCDC to assist us in doing a more thorough community assessment in that area to determine family interests and needs. Lucia Aleman, Ana Laura Rios, and Daniel Cilenti have been busily doing that work. We are planning to submit a request to do OPK services in that area to meet part of the need.

The second partnership/collaborative is with NAYA (Native American Youth Association). They too are interested in Head Start services for the children in their service area. OCDC is planning to do a joint service delivery with OCDC providing oversight and program knowledge and skills. Both of these partnerships allow OCDC to more fully met our mission and engage a larger community of families while utilizing our expertise and skills.

- 9. OPK Expansion** - Most of you are also aware that OCDC is embarking on a major expansion effort to bring OPK services to the counties where we currently do not have this option. The opportunity to serve more children and families whom we have identified or they themselves have self identified as needing Head Start services is exciting. We know from our own assessments that we are meeting only about 5 percent of the Seasonal Family needs. We also have facilities in each of these counties that could accommodate services on a more year round basis. Given this information, it is very important that OCDC attempt to procure some OPK funds to meet this need. At this time we are looking at Marion and Washington counties for more expansion, and requesting to add in Multnomah, Clackamas, Polk, Jackson, and Klamath. 'Big thank yous' to all of you who are working to make this happen!



Holly's corner, Head Start Director

- 10. Work Sessions 2007** - The Work Sessions took place in November 2007 and probably were the most popular sessions we have ever run- great feedback from staff who attended (all 91 of them). Town Hall identified the challenges that our families are facing; Oral Health, identified challenging behaviors, and many more sessions that were all rated 4 and 5 in our evaluation forms of each sessions and the Work Sessions overall.
- 11. 2007 Full Enrollment Five Consecutive Years!** - OCDC met full enrollment and overenrolled for the 5th year in a row in all programs: Migrant, Seasonal and Oregon Prekinergarten. **MSHS** - 2553 funded slots and we had 2626 filled slots. **OPK** - During expansion year, full enrollment for Marion County 216 and Washington County 180.
- 12. NMSHS Abstracts** - A call for abstracts was made for the National Migrant and Seasonal Head Start Conference and OCDC submitted 13 abstracts. The Office of Head Start informed that 8 of our abstracts have been chosen; only 25 Abstracts are being chosen nationwide. The staff chosen for the Conference will be presenting to all Head Starts, and hopefully this can place OCDC on the stage nationally as a program of excellence.

The submissions that will be presented are: Quality Classroom Environments to Enhance Literacy, Inspecting your Program on Regular Basis, Enrollment of Children with Disabilities, Culturally Responsive Infant and Toddler Environments, Preparing for Kindergarten Transitions, Partnerships in Shared Governance, Positive Guidance on the Bus, and Interactive Sessions for Parents.



13. **Babies!** Don Williams, Director of Jackson County, has a new Grandbaby, **A Baby Boy!** Karsen James Daren Carvajal. He was born November 26, - 6 lbs. 6oz and 18 inches. **A Baby Girl!** - Donalda Dodson has a new Granddaughter, Isabella was born on December 11, - 7 lbs. 13 oz. And also want to mention since a lot of you know Jack DeWaard, who was working for OCDC as RD Specialist, is now a proud DAD of **A Baby Boy!** Oliver Jacob was born December 1st - 6lbs. 7oz. Congratulations to Don, Donalda and Jack and families!!

Resource Development News, from Tadeo....

14. **OCDC Acquires a New Face on the Internet!** - The launching of OCDC website is only one of many steps OCDC will be taking as we continue to follow the Strategic Direction set forth by many OCDC stakeholders a couple of years back. Many folks collaborated to make this Webpage a reality. Donalda Dodson and Jack DeWaard first moved to enhance the Website with the vision of making it a central piece of our continually improving image within the community. We want to thank all the efforts of the IT team that made it possible. Azad Ratzki did most of the technical work from the beginning, while also collaborating with design ideas. The Specialists Team provided much of the content for the Services area based on their expertise and passion for services they oversee.



We are already working on making improvements to the site during a second phase. Included in this phase there will be expanded graphics for the internal pages and news updates. In addition, a planned third phase will have more interactive features for those folks who seek our services and for the public in general and there will be an official launching to the community coming up in December and January. The new website is only one of many critical steps Resource Development will be taking in the coming months and years, as we continue fulfilling our agency's Strategic Plan.

Human Resources News...

15. **HR Road Shows-** Central Office Human Resources has been traveling throughout the State to get direct input from County staff regarding recruitment and retention of qualified employees. Thanks so much to the County Directors and your extended management teams for making time in your busy schedules for these important topics. We have thoroughly enjoyed being with staff in the counties and greatly appreciate your honesty and willingness to share. The discussions have been very informative and will be invaluable for planning in the upcoming year. The feedback will be compiled and shared with the Executive Management Team prior to being rolled out to the counties.
16. **Employee Opinion Survey-(EOS)** – OCDC received the results of the EOS for full time employees. Duke West sent out information on the standard comparison analysis, and feedback on strengths and the need for improvements. Overall, the ratings are above norm and indicated that employees are very dedicated to OCDC and our mission. The results are a comparison of OCDC to other organizations who administer EOS which are usually employers who care about people, so we are being compared to best practice organizations. Thank you for your response to this survey.

17. **2007 OCDC Graduates – Congratulations** to all those employees who have achieved their education goals! There is a separate attachment being sent out with a list of OCDC employees who obtained Associates and Masters Degrees in 2007.

Financial Services area....

□ **Facilities Updates**

18. **Settlemier Facility in Marion County** - Construction at the Settlemier Center in Woodburn, Marion County, began October 1st this year. The project will completely renovate the old building and add about 7,000 square feet of additional space. When completed in June 2008, there will be 5 Preschool, 8 Toddler, and 4 Infant rooms. Four of the Toddler rooms will have the ability to convert to two Preschool rooms for a total of seven.
19. **Land in Clackamas County** - We recently made an offer on 3.3 acres of land near Mulino, just north of Molalla, and the property is now in escrow. There is a lot of preliminary work to do before we close on the property but we hope this will be the home of the Migrant Head Start expansion in Clackamas County.
20. **Work Order Systems** - In March of this year we implemented a new Facilities Work Order System statewide and have processed nearly 500 work orders through the system so far. Use continues to grow as people become more accustomed to the system. It also features a direct link to the online Purchase Order Request System. Azad Ratzki and Phil Rogers have done a great job creating these systems.

□ **Information Technology (IT)**

21. **In Gratitude** - We would like to thank John Graham for his volunteer work over the last 6 months, and looking forward to both him getting a position in the industry and his continued volunteerism as time allows.
22. **STATUS** - Starting January 1st the IT department will be moving all attendance and bus rosters to STATUS; this is a huge milestone for the development and deployment of STATUS (Services, Transportation & Attendance Tracking Unified Systems).

That's all for now; may you all have a wonderful Holiday Season and Best Wishes for the New Year!

Linda Torres, Executive Assistant



EMT

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