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Council for Economic Opportunities in Greater Cleveland,
minutes, 1968-1970.

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND

1350 West Third Street
Cleveland, Ohio 44113

BOARD OF TRUSTEES

MINUTES

Regular Meeting
September 27, 1968

ATTENDANCE:

Honorable Carl B. Stokes, Presiding

Rev. Emanuel S. Branch, Jr.	Mr. Paul B. Hamilton
Mr. Eugene F. Burns	Rev. Donald G. Jacobs
Mrs. Samella Carroll	Rev. Robert V. Parks
Mrs. Helen Golub	Rev. Roger S. Shoup
Mr. Frank M. Gorman	Rabbi Daniel J. Silver
Mrs. Lucinda Graves	Mrs. Gwendolyn Wise

- I. The Regular Meeting of the Board of Trustees of the Council for Economic Opportunities in Greater Cleveland was called to order by Mayor Carl B. Stokes, Chairman, Board of Trustees, at 4:15 p.m. on Friday, September 27, 1968 in the Tapestry Room of City Hall, Cleveland, Ohio with the above members present and constituting a quorum.
- II. The Minutes of the last Regular Meeting of the Board of Trustees of June 19, 1968 were approved as mailed.
- III. Correspondence

The chairman read a letter from Dr. James A. Norton, President of the Greater Cleveland Associated Foundation, tendering his resignation from the Board due to commitments to his own organization.
- IV. Report to the Executive Director

Mr. Findley announced the resignation of Mr. Frank Catliota, Deputy Director of the Council for Economic Opportunities, who accepted a position with the Catholic Diocese of Cleveland. He expressed his regret over the leaving of Mr. Catliota and stated that it was necessary

that a replacement be secured as soon as possible due to the involvement in summer programs and other responsibilities of this position. He stated that it was most desirable to secure an individual with the spirit, competence, vigor, expertise, and knowledge of CEO as well as the practices and guidelines of OEO. Mr. Findley introduced Mr. David Walker as Acting Deputy Director of CEO.

Mr. Findley went on to say that Mr. Walker comes to us as a young man with a wealth of experience. He started his work with the Salvation Army in St. Louis as an Activity Coordinator; Youth Program Director and Deputy Director of a CAP agency in Illinois. His skills and abilities were noted by OEO and he comes most recently from the Chicago Regional Office where he served as Program Analyst, thus making him knowledgeable of the programs in Cleveland.

Mr. Walker upon his introduction said that he was pleased to be in Cleveland and considered himself fortunate to have been given an opportunity to be a part of the challenge and responsibility of the agency, and also that he was given an opportunity to be in a small way a part of the challenge and the movement in this city.

Mr. Walker said that he finds the goals of the agency, and the spirit of the city to be very supportive of his own personal commitment--a commitment to people, to their aspirations, rights, opportunities, and the self-determination of all people.

Mr. Walker said that if he brought anything of his to the agency, it is a very large box of concerns based upon that commitment. Not concerns which are negative and trouble shooting in nature, but concerns accompanied by a great deal of optimism which says how from this point do we effectively deal with the issues at hand and move toward our goals as an agency. He said that he believes that the concept of maximum feasible participation is one which is sound, therefore, he believes that the core of the agencies existence must be meaningful resident participation.

Mr. Findley called upon Mr. Donald Martin, Assistant Executive Director to report as a staff person on the designation of CEO. Mr. Martin stated that in keeping with OEO guidelines, the Office of Economic Opportunity had met with the County Commissioners relative to a designation of the agency. It was necessary to have designation by a public body which had jurisdiction over the area served by the Council. He stated that CEO will continue to serve as a Community Action Agency for Cleveland's Poverty Program

following designation by the County Commissioners and a later designation by the City of Cleveland in keeping with a letter sent to Mr. Alan Beals, Great Lakes Regional Director of OEO. Mr. Martin stated that the following resolution by the County Commissioners was introduced:

WHEREAS, as under Section 210(a) of the Economic Opportunity Act of 1964 as amended, it is provided that political subdivisions of a state may designate, following public hearing and notice requirement, a private not for profit organization as the Community Action Agency to receive assistance under Title II of the Act and to provide community programs and anti-poverty benefits for its residents; and

WHEREAS, after notice duly published in the daily newspaper of general circulation in the Greater Cleveland Area, a public hearing was held at Cleveland City Hall on June 7, 1968; and

WHEREAS, the Board of County Commissioners of Cuyahoga County desires to exercise its prerogative to designate a Community Action Agency under Section 210 (2) of the Economic Opportunity Act, as amended;

NOW, THEREFORE, Be it Resolved that in accordance with requirements of the said Act, the Board of County Commissioners of Cuyahoga County as the duly elected governing officials of the County of Cuyahoga, Ohio, do hereby designate the existing Community Action Agency to wit: The Council for Economic Opportunities in Greater Cleveland, a not for profit corporation; and do hereby authorize the said Community Action Agency to send copies of this resolution of designation required to be sent to all other political subdivisions, required by the Act to be notified, within the area to be served by said agency and allow thirty (30) days for each subdivision to respond if it wishes.

BE IT FURTHER RESOLVED that the Clerk of the Board be, and he is, hereby ordered to transmit a copy of this resolution to Ralph Findley, Director, Council for Economic Opportunities, 1350 West Third Street, Cleveland, Ohio 44113; Eugene F. Burns, Director, County Welfare; A.M. Braun, Assistant Prosecuting Attorney; Lawrence E. Murtaugh, County Administrator; and Paul A. Corey, Executive Assistant.

Pursuant to this resolution, the 59 municipalities of Cuyahoga County were mailed copies of the resolution with an opportunity to either be included in the proposed Community Action Agency or to chose not to be a receipient of funds under the jurisdiction of the Council. Mr. Martin said that at the end of the 30 day period, there were many affirmative verbal telephone responses from the municipalities, and only two chose not to participate. These were the Village of Brooklyn Heights and the Village of Orange. This was done to fill the requirements of the Economic Opportunity Act of OEO.

Mr. Findley presented the new Parent Child Center Project Director, Mr. Richard Johnson. Before introducing Mr. Johnson, Mr. Findley in giving a little of the programs background, said that 15 invitations to submit planning grants for Parent Child Centers had been extended. Mrs. Margaret Pringle, who was the Planning Coordinator, worked exclusively with the neighborhood committee of which Mrs. Lucinda Graves was chairman. The residents took the responsibility for doing the planning. Out of the 15 invitations, only two were funded, Atlanta, Georgia and Cleveland. The Council of Jewish Women contributed \$5,000 in-kind contribution and the Junior League contributed \$5,000 as well as volunteer time as part of the in-kind contribution needed by CEO. They were involved in the planning process along with the Planning Committee. Mr. Richard Johnson, who was selected by the Family Service Association was formerly Activity Coordinator for the Maternal Infant Care Program. This program (PCC) is presently housed in Better Homes for Cleveland of the Catholic Diocese.

Mr. Johnson, upon his presentation said that he had been with the Parent Child Center since August 26th and since that time had been fortunate enough to hire three people. By October, he expects to have all the staff on board. The center which is located at East 74th and Lexington, was an old body repair shop that is under rennovation and should be ready for operation in mid-December. Mrs. Graves

Chairman of the Policy Advisory Committee has been gracious in extending her assistance. The committee meets every other Thursday morning at 10:00 a. m. in the model suite of Better Homes for Cleveland through the courtesy of Father Garrity. Mr. Johnson went on to say that he would be in a better position in about a month to give more information on the program. The center will serve children of three years and under along with their parents in a highly innovative program.

Mr. Findley said that at a later date there would be a tour arranged so that board members might be apprised of what is taking place. Rev. Parks said that he was impressed with the program and that they were doing a fine job so far. Councilman Bell said that he did not understand the full operation of the program or how many participants were involved. Mr. Findley said that the program was designed to work with youngsters 3 1/2 years and under, as well as their parents, as parents are a necessary part of working with children. This included 48 to 50 families in the census tract, now known as Lexington Square. It is expected that this program will broaden to include other sections.

Mr. Billups reported on the Youth Employment Program. 1968 was the third year for the operation of the Youth Employment Program. This year, the program was federally funded for \$634,477. Mr. Billups stated that more than 2,000 youth, 14-15 years of age were involved in the program, working 20 hours per week at a pay of \$1.25 per hour. He stated that the youth came from every section of the city and were involved with over 100 public or non-profit voluntary agencies using the services of these young people. The following are the kinds of agencies that utilized this program during the summer:

Bell Neighborhood Center	Glenville United Presbyterian Church
Division of Cemeteries	
Division of Parks	Glenville YMCA and YWCA
Division of Recreation	Hough Street Clubs Presidents
Fairhill Psychiatric Hospital	Project PEACE Head Start
Garden Valley Neighborhood House	The Salvation Army
	University Hospitals

This program was coordinated with the Board of Education, who assumed responsibility for youth 16 years and over. Mr. Billups expressed his thanks to the Board of Education for help in the physical examinations and the work permits for the youth involved. He also mentioned that the youth were paid weekly instead of every two weeks as in previous years.

A summer camping program was also successful this year. With the cooperation of the Council and the County Welfare Department, many needy children attended summer camps. Financial assistance was provided by the Council which granted \$48,940, and funds from Cleveland NOW reached \$100,000. Some of the camps involved were:

Camp Cleveland	Phillis Wheatley
Catholic Youth Organization	St. Matthews
Boy Scouts	YWCA
Hiram House	- and others

On behalf of the Council, Mr. Billups thanked Congreemen Vanik and Feighan for their efforts in helping to secure financial aid for the summer camps. Mr. Billups said that with the balance of YEP funds remaining from summer activities, the Council plans to continue the Youth Employment Program until its program year is ended January 31, 1969.

Mr. Findley commented further by saying that at the close of the Youth Employment Program last year, the Board of Trustees instructed him in the future to strive to secure the use of funds for an extension of the program for 14 and 15 year olds in after school employment. Mr. Findley stated that he is moving ahead this year to see that this is done at least to the end of the program year with any unused funds.

Mr. Findley mentioned that he has been working with Mr. Clarence Holmes and Mr. Patrick Columbro in relationship to the CEP-II Proposal funding. He said that he is aware of the problems encountered by AIM-Jobs in writing their proposal in keeping with the usual time allotted; and their problems as they sought to involve the new job center on Woodland and East 55th Street, the NAB Program and others. Notwithstanding, it was necessary that neighborhood residents selected by the Community Opportunity Boards meet with AIM-Jobs and CEO to pass on the AIM-Jobs Proposal as developed to date. This meeting was held and there

were recommendations which were made a part of the refunding proposal. It was almost a unanimous opinion of the residents that the program was basically good, and was needed, and that efforts should be made to secure the maximum amount of funds for a continuation of AIM-Jobs.

Due to summer vacations, it was necessary that mail ballots with a synopsis of the proposal and a report of the residents committee be mailed to board members. Of 26 ballots mailed, 14 were returned with the approval of the proposal. Mr. Findley read the comments on the return ballot of Rabbi Silver. He then presented Mr. Clarence Holmes, Director of AIM-Jobs, who commented on the delay and explained the new AIM-Jobs Proposal as developed to date. He answered questions of board members and mentioned that Project PEACE will be a subcontractor in three different programs of AIM-Jobs. Ellsworth Harpole and the Catholic Diocese are pleased with this kind of involvement. The Plain Dealer carried an article on the development of the New Careers Program and the Hospital Council has assumed responsibility for nurses aide training.

Mr. Holmes said that the PATH Association has prepared a rehabilitation technicians program; Air Reduction Company is conducting a training program; Community College will conduct a preparatory program directly related to urban planning jobs-- others include the City of Cleveland, Cleveland Hospital Council, Manpower Training Center, Community Action for You, Catholic Diocese, National Alliance for Businessmen, and the Cleveland Growth Association.

It was Rev. Parks feeling that the nurses aide training program was a waste of money because the hospitals train their own help. Mr. Holmes said that this would not be the case with this proposal, because there is a signed commitment of jobs by the hospitals. Everyone trained will be employed by the hospital so that none will be out of work; no one will be trained without a commitment.

Mrs. Wise asked about the AIM-Jobs Board of Trustees--how active it was and how many poor were on the board. Mr. Holmes said that it was an extremely active board and that there were

two neighborhood residents--with 12 members altogether. It was brought out that the board should be enlarged and that one-third of the members should be target area residents. Mr. Holmes said that this matter had been up for discussion at their most recent meeting, but because the chairman had taken a new job, they were not able to vote on this issue. However, there would be a special meeting on this matter.

Rabbi Silver said that during the re-structuring of the CEO Board, he hopes that it will assume the powers that the Board should have. He said that it was his hope that as we move into this new period of CEO life that the Board will have another function--the function of a real Board rather than just a signing authority for CEO proposals.

V. Committee Reports

Rev. Roger Shoup read the Nominating Committee Report in the place of Harold Boehm, who was out of the city. He mentioned that the Nominating Committee was reporting under present By-Laws (thirty-six members). The present recommendation of the Nominating Committee can be viewed as an intermediate action with the anticipated acceptance of the new By-Laws. Further nominations will be necessary to increase board membership in accordance with proposed changes in distribution.

The following people from the Public Sector were properly designated:

<u>City of Cleveland</u>	Honorable Carl B. Stokes, Mayor David G. Hill, Director, Department of Human Resources and Economic Development James V. Stanton, President, City Council Charles V. Carr, Councilman George L. Forbes, Councilman James H. Bell, Councilman
<u>Cuyahoga County</u>	Frank M. Gorman, Commissioner Eugene F. Burns, Director, Cuyahoga County Welfare Department
<u>Cleveland Board of Education</u>	Arnold Pinkney, Board Member

The proposed By-Laws provide for the proportionate representation of designated poverty areas in accordance with the number of individuals in poverty in each area. The Nominating Committee is submitting the following nominees for the Community Opportunity Boards with additional nominees from Community Opportunity Boards with approval of the Management Committee Report.

Target Area Representatives

<u>Central</u>	Mrs. Edwardina Riggans 2372 East 74 Street	<u>Glenville</u>	Mrs. Mary Conners 569 East 101 Street
	Mrs. Josephine Walker 8510 Cedar Avenue		Mrs. Laura George 1322 East 114 Street
<u>Hough</u>	Mrs. Samella Carroll 1444 East 65 Street	<u>West Side</u>	Miss Edith McIntosh 1745 West 25 Street
	Rev. Robert Parks 9909 Newton Avenue		Mrs. Lillian Wilcox 2541-D West 6th Street
<u>Kinsman</u>	Mrs. Gwendolyn Wise 7704 Trenton Avenue		

The chairman mentioned again the certification of six (6) more nominees following the anticipated adoption of the new By-Laws in a manner consistent with the provisions for proportionate representation.

The Nominating Committee is recommending the seating of twelve (12) representatives from the private sector in keeping with present By-Laws of 36 members. With the anticipated adoption of new By-Laws providing for a membership of 45 with fifteen (15) from the private sector, there will be a need for the Nominating Committee to submit three additional names. The Nominating Committee recommends the following 12 individuals for membership as designees of the following agencies or institutions:

Private Groups

Catholic Diocese of Cleveland	Monsignor A. James Quinn
Cleveland Business League	Paul Hamilton
Council of Churches	Rev. Donald Jacobs
Greater Cleveland Growth Board	John O. Tomb
Inner-City Church	Rev. Roger Shoup
Jewish Community Federation	Rabbi Daniel J. Silver
AFL-CIO	Patrick O'Malley
NAACP	Wendell Irwin
Urban League	Rev. Emanuel S. Branch, Jr.
Welfare Federation	Harold E. Boehm
Spanish-American Committee	Mrs. Hilda Burgos
West Side Civic Council	Mrs. Helen Golub

Rev. Jacobs asked the committee to consider other inner-city religious groups for possible membership in the future. Mrs. Golub asked if someone from the Tremont Area Civic Association had been asked to participate. The chairman replied that a letter had been sent by the committee.

The chairman of the board asked for approval to appoint a new Nominating Committee for the additional new members, but agreed after inquiring that this was not necessary as the present committee was intact.

Rev. Shoup moved and it was properly seconded that this report be approved. Motion carried.

Rev. Parks asked what procedure was necessary for people serving in certain target areas to ask questions other than by a letter written in advance. It was stated that the Community Opportunity Board representatives have a member of the board bring questions to the Board of Trustees, and the policy has been that such matters have been discussed by the Community Opportunity Board in the area, and if involving priorities, by the Priorities Committee.

Rev. Branch said that it is always proper to raise questions through the bona fide representative of the area. Councilman Bell felt it would be good to have a grievance committee where complaints of the people could be heard.

Mr. Thomas Brown asked at this point to say a word as a member of the Hough Community. He wanted to know how people like himself and others in the poverty community might be heard to address questions to the Board. The Chairman, Mayor Stokes said that he did not approve of meetings when citizens could not ask questions, and perhaps the matter might be referred to a committee of the Board such as the Community Participation Committee.

After discussion of the matter, it was moved by Rabbi Silver, seconded by Rev. Branch that a 10-15 minute session be set aside at the end of each Board meeting at which time any citizen could be heard. Motion carried.

Rev. Branch read the Management Committee Report. He said that during the last two meetings of the Management Committee the following issues were considered and appropriate actions and recommendations were made:

1. Request for sponsorship of Cleveland's Concentrated Employment Program, Project AIM-Jobs by the City of Cleveland.

After consideration of this request made by Mr. David Hill, Director of the Human and Industrial Resources Department, City of Cleveland, the committee decided not to take final action until -

- a) Mr. Hill presented a proposal in writing to the Management Committee that would spell out the functions and organization of the new department, and the specific relationship it would have to the administrative and planning staff of CEO and AIM-Jobs, and;
- b) the proposal is submitted to the Board of Governors of AIM-Jobs.

Councilman Bell moved and it was seconded that all of the Board be invited to hear Mr. Hill's presentation of the City's request. The motion was carried and Rev. Branch indicated that all Board members would be welcome at the next meeting of the Management Committee.

2. Recommendation of the Management Committee on the subject of Neighborhood Corporations and Neighborhood Opportunity Centers.

In keeping with the philosophy of assisting neighborhood groups, the Management Committee is presenting a resolution to the Board which would commit CEO to the concept of neighborhood control and the policy of developing Neighborhood Corporations to administer the Neighborhood Opportunity Centers. This would offer a major role to the poor in the decisions that affect their neighborhood and the programs and services that are designed to serve them.

With a commitment to proceed in the developing of Neighborhood Corporations, the Board of Trustees would then charge a committee of the Board (presumably the Resident Participation Committee) to develop guidelines and conditions that would allow the delegation of the Neighborhood Opportunity Centers to such corporations.

Furthermore, it is important that this policy be established by the CEO Board as the City Administration is looking to CEO for assistance and advice in the development of ten new Multi-Purpose Service Centers as proposed in the Cleveland NOW Campaign. The policy formulated by the Board will permit staff to offer its expertise and considerable experience in Multi-Purpose Service Center operations, and enable CEO to play a leadership role in the proposed expansion of a Multi-Purpose Service Center system throughout the City of Cleveland.

In addition, it will also lay the groundwork for CEO in negotiating with the Hough Multi-Purpose Service Center Neighborhood Corporation which is requesting a meeting with CEO to plan and develop the administration and operation of the new center in Hough.

Many questions were asked by members of the Board concerning the implementation of such a concept. Rev. Branch emphasized

that the committee was merely recommending a commitment to the concept and the objective of neighborhood control. The Community Participation Committee should develop the procedures and guidelines for implementation.

Rabbi Silver objected to the Board taking any action on the recommendation of the committee without adequate time for study and a realistic examination of the consequences. The resolution of commitment recommended by the committee was passed over one objection.

VI. New Business

Councilman Carr asked for a definition of the word poor as it is used in the Council's By-Laws. Donald Martin explained that under the regulations of the Economic Opportunity Act, the poor are defined solely in terms of family income (a family of four earning under \$3200 annually is considered poor and eligible for services funded under the Council's sponsorship). Each program rendering services is required to screen participants and in some cases government auditors have required more than a self declaration of income eligibility.

Mr. Findley indicated that arrangements were being made for both a Board Institute to orient new Board members, and a tour of program facilities. Announcement of the time and place for these activities will be made soon after the full new Board is seated at the October meeting.

VII. Adjournment

Upon motion duly made and seconded, the meeting was adjourned at approximately 5:45 p. m.

Respectfully submitted,

Mrs. Helen Golub
Secretary

:mll

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

PRIORITIES COMMITTEE

MINUTES

October 24, 1968
CEO Office, 12:00 p.m.
FOURTH FLOOR CONFERENCE ROOM

ATTENDANCE

Mr. David Hill, Chairman

	<u>Staff</u>	<u>Visitors</u>
Mr. Charles Carr		
Mr. Wendell Erwin		
Mrs. Lillian Wilcox	Donald L. Martin	Mr. David Bittenbender
	Joseph W. McGreal	Mr. Jack Krauskopf
	William C. Whitlatch	Mrs. Edith Paller
		Mrs. Norma Wisor

I. INTRODUCTION

The meeting was called to order at 12:20 p.m. by the Chairman, Mr. Hill.

II. REVIEW OF PLANS & PRIORITIES FOR THE COUNCIL FOR ECONOMIC OPPORTUNITIES

Mr. Hill opened the meeting by informing the committee that the purpose of the meeting was to review the Plans and Priorities for the Council for Economic Opportunities for Program Year "D". While the committee was not expected to take any action on the document presented at the meeting, he felt it would be helpful for Mr. Whitlatch to review with the committee both the purpose of the document and the major sections within it. Mr. Whitlatch explained that the Plans and Priorities document which the members of the committee had received was developed in keeping with the OEO refunding requirements. These requirements were developed by OEO in an effort to: (1) focus the activities of the Office of Economic Opportunity and the Community Action Agency on achieving specific goals and objectives; (2) to serve as a management tool for providing information to OEO in order that they can better serve the needs of the Community Action Agency and be in a better position to obtain money from Congress. The Plans and Priorities document represents the Council's response to questions asked by OEO concerning the Council's plans and priorities for the coming year. It includes information concerning both the nature of the Council planned program and the method the Council uses in planning and developing its program.

Mr. Hill asked Mr. Whitlatch to explain the function of the Priorities Committee. Mr. Whitlatch explained that the function is primarily to review the future direction of the Council and to determine the direction the Council is to move towards obtaining its goal of eliminating poverty. He also explained that the new refunding procedure requires focusing on projects that deal with specific problems in the community and also requires the Council to get involved in planning more than before.

III. REVIEW OF CEO PLANNING PROCESS

Mr. Whitlatch stated that because of the large number of items covered in the Plans and Priorities document he would not attempt to review all of them with the committee at this time. However, he felt that it might be helpful for the committee if he review in detail the planning process of the Council for which the Priorities Committee has the primary responsibility for implementing.

Mr. Whitlatch then defined the term "planning" for the committee. "Planning is a logical process of determining what is to be done in the future; it is something that involves a great deal of choice and has a definite preference towards future action." Mr. Whitlatch also explained the purpose of the document, "Plans and Priorities" that was distributed to the committee. as follows:

- (1) to help the Priorities Committee make recommendations to the Board of Trustees on how to best use the money allocated for programs;
- (2) to determine how to use additional money when it is available; and
- (3) to determine how the Community Action Agency will come to grips with particular problems of the community.

Mr. Whitlatch pointed out that the planning process which the Council will be undertaking in the next program year involves five inter-related types of activities. These are:

- (1) Evaluation of existing programs;
- (2) Analysis of the problems of poverty;
- (3) Determination of project objectives;
- (4) Development of strategies for solving problems;
- (5) Review and approval of programs.

Mr. Hill asked how often programs are evaluated? Mr. Whitlatch explained that there is a certain amount of evaluation going on throughout the year by the Management Committee. Mr. Martin explained that the Council has been engaged in an effort to develop an evaluation technique for social action programs by the Research Department. Presently, they are engaged in evaluating the Summer Programs for 1968. This evaluation should be available sometimes in December for distribution.

Mr. Hill asked if there is a stipulation in the contract with delegate agencies whereby programs can be terminated if the delegate agency is not abiding by the conditions of the contract? Mr. Martin explained that the contracts with delegate agencies spell out the primary objectives and the methods to be used in obtaining these objectives. He explained that on occasion funds have been discontinued to some delegate agencies for a certain period of time if certain conditions are not followed.

Mr. Hill asked what is the present level of operation -- federal and in-kind contribution? Mr. Martin explained that the Board of Trustees will receive a monthly statement as to how the various programs are spending funds; how much money has been spent to date; the number of people on staff; and the number of people they have served.

Mr. Erwin asked if it was mandatory to follow all of the steps outlined in the planning process? Mr. Whitlatch explained that while planning was being promoted by the Office of Economic Opportunity, each community could develop and follow its own planning process. He also stated that the process which was presented to the committee is adaptable to changes and modifications as the committee sees fit.

Mr. Carr asked what changes will be substantial in this year's proposal? Mr. Whitlatch explained the changes as follows:

1. Older Clevelanders -- Presently there is only one small program going on and that is the Foster Grandparents program.
2. Early Childhood Development -- An effort will be made to pull together all of the Head Start programs into one program. This will include existing programs with greater emphasis on Day Care.
3. Youth Programs -- An effort will be made to develop an extension of existing programs.
4. Neighborhood Service System program -- This is new in scope and content.

Mr. Carr asked if the Outreach workers have specific guidelines as to what problems to seek out? Mr. Martin explained that they are to seek out those individuals who do not seek services and who are in need of these services. Mr. Carr asked if there is a program on orientation for Outreach workers? Mr. Martin explained that there is staff training on specific types of activities. The outreach workers receive training from the outreach supervisors. Mr. Hill stated that comprehensive in-service training should be a major recommendation for the Outreach workers. He feels that the supervisors should be made aware of the services that are available.

Mr. Whitlatch explained that the Community Information Service is responsible for making sure that the outreach workers are familiar with the services that are available in the community.

Mr. Hill asked how many delegate agencies the Council presently have? Mr. Martin explained that there are 12 delegate agencies and only 7 program accounts.

There being no further business, the meeting was adjourned at 1:30 p.m. The next meeting is scheduled for Tuesday, October 29, 1968 at 8:00 a.m.

RESPECTFULLY SUBMITTED,

William C. Whitlatch
Director of Planning

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

JOINT MEETING OF THE PRIORITIES AND MANAGEMENT COMMITTEES

M I N U T E S

October 29, 1968
CEO OFFICE - 8:00 a. m.
FOURTH FLOOR CONFERENCE ROOM

ATTENDANCE

Mr. David Hill, Chairman

	<u>Staff</u>	<u>Guest</u>
Rev. Branch	Mr. Ralph Findley	Mr. Paul Boyd
Mr. Wendell Ervin	Mr. Joe Hartz	Mr. Jack Krauskopf
Mrs. Laura George	Mr. Donald Martin	Mr. Dave Pflager
Mrs. Edwardina Riggins	Mr. Joseph McGreal	Mr. Sam Riley
Mrs. L. M. Wilcox	Mr. William Whitlatch	

INTRODUCTION

The meeting was called to order at 8:30 a.m. by the chairman, Mr. Hill. Mr. Hill stated that the purpose of this meeting was to review and make recommendations on the Plans and Priorities of the Council for Economic Opportunities for Program Year "D" as presented in the Plans and Priorities document which was presented to the Committee at its previous meeting.

II. REVIEW OF PLANS AND PRIORITIES

Mr. Hill began the review of the Plans and Priorities document by asking the members of the Committee if they had any questions concerning any of the projects which the Council has proposed for the next Program Year.

III. HOUSING

Mr. Wendell Ervin stated that he is not clear as to why the Council should be involved in a housing program. He questioned whether or not the Council's involvement in housing would be a duplication of the efforts of the City of Cleveland's Department of Community Development.

Mr. Whitlatch stated that there were many parts of the target community not served by the Department of Community Development which needed assistance in the field of housing. He also pointed out that there were many types of activities, particularly those related to providing a service to non-profit housing corporations, which the Department of Community Development is not presently able to handle. Mr. Whitlatch assured the Committee that any housing program developed by the Council would involve the Department of

Community Development, both in the planning of the project and in its execution.

IV. NEIGHBORHOOD CORPORATIONS

Mr. Hill stated that he had three questions related to Neighborhood Corporations. The first two of these are: How will the Council recognize Neighborhood Corporations and what will the scope of their responsibilities be? Rev. Branch responded by saying that the whole concept of Neighborhood Corporations had just been approved at the last meeting and that it was his understanding that the staff was presently preparing guidelines for the recognition of Neighborhood Corporations and that these would be presented and reviewed by the Citizens' Participation Committee of the Board.

Mr. Hill's third question was: Which programs would be administered on a city-wide bases and which programs would be under the direct control of the Neighborhood Corporations? The staff responded by saying that this was a question which the Priorities Committee of the Board as well as the Board of Trustees would have to make a decision on.

Mr. Erwin questioned whether or not the programs developed by the Neighborhood Corporation would have to be approved by the Priorities Committee and the Board. Mr. Hill stated that it was his feeling that any changes in the Council's program would first have to be approved by the Council For Economic Opportunities Board, but that once the Council gave certain authority to the Neighborhood Board, they would be free to develop their own program within that authority.

Mr. Hill asked if it might be wise to have the Priorities Committee, along with the Citizens' Participation Committee, review the delegation of authority to Neighborhood Boards. Mr. Martin pointed out that while the Citizens' Participation Committee would have the responsibility of recognizing the Neighborhood Boards, that both the Priorities Committee and the Management Committee would also be involved in setting up the guidelines for delegating authority to Neighborhood Boards. Mr. Whitlatch pointed out that the Management Committee would have to establish the basic programmatic guidelines for the Neighborhood Corporations and review their proposals to see that they were within these guidelines.

V. ADOPTION

Mr. Erwin moved and Mrs. George seconded a motion that the Priorities Committee recommend that the Board of Trustees adopt the Plans and Priorities for the Council For Economic Opportunities for Program Year "D" as a statement of the general direction in which the Council for Economic Opportunities in Greater Cleveland intends to move during the next Program Year. The motion was passed unanimously.

VI. FUNDING

Mr. Erwin questioned whether the Committee would also be reviewing

the allocation of OEO funds to the various projects outlined in the Plans and Priorities document. Mr. Martin stated that they definitely would.

Mr. Hill then asked Mr. Riley what the prospects were of funding from the Regional level? Mr. Riley replied that the Council would be receiving approximately the same amount of money that we received last year with one additional increase as a result of a Program Development Planning Grant.

VII. OLDER CLEVELANDERS PROGRAM

Mrs. Riggins stated that one of the new projects in the Plans and Priorities document which she felt would be a positive addition to the Council's program was the Older Clevelanders Project and wondered if any funds were going to be allocated to the project. Mr. Riley said that OEO was placing additional emphasis on Older People's Program but that the Regional Office could not, at the present time, commit itself for additional funding for that program. He did, however, say that the Council for Economic Opportunities would be getting additional information about funding possibilities at a later date. Mr. Hill stated that by the adoption of the Plans and Priorities document, the committee was in a sense approving the Older Clevelanders Program. Mr. Whitlatch stated that that was the purpose of presenting it in the document and that now the program was approved in principle, the staff could move rapidly to develop a program and find the funds to implement it.

Mr. Martin said that the staff was working hard to get a program started for older people and was presently investigating resources of the Labor Department and the Senior Citizens' Corps. Mr. Hill requested that the staff keep the community informed as to its progress in getting funds for an older persons program and that if the staff was unsuccessful in obtaining money from other sources, perhaps some money could be "trimmed" from other projects to fund a portion of the Older Clevelanders Program.

VIII. ADDITIONAL REMARKS

Mr. Sam Riley, Ohio Unit Supervisor from the Chicago Regional Office of OEO who was meeting with the Committee to review the Plans and Priorities for the Council For Economic Opportunities For Program Year "D", stated that he was pleased to see the Council moving quickly to comply with the new OEO funding requirements; and that he had several additional remarks to make that would reflect his position on the Council's Program.

Mr. Riley stated that it was his believe that we as a Nation are not always responsive in a meaningful way to the social content in the outcry of the community. Many times we sit passively by, verbally expressing our concerns when we should be listening more closely to what the community is saying. The situations which the OEO programs deal with is a result of years of deprivation of many people. We must realize our responsibility to the National outcry of those who have been deprived and must begin to listen to them and involve them in a meaningful and effective way in the development of their programs. Without this kind of understanding and

involvement, the total effect would fail. At this particular point in time, OEO's primary concern is to facilitate the meaningful involvement of target area residents in the planning and development of programs. We must commit ourselves to letting the people develop programs designed to meet their aspirations and demands. The people must be able to participate in their own liberation. Unless this approach is taken, we will not be doing the job the situation demands; and if we fail, the Nation will fail and democracy, equal opportunity and all those things which we have tried to achieve will be for naught.

With the monetary and physical means available to the Council For Economic Opportunities, this should be the best agency for developing the programs this community well deserves.

IX. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:30 a.m. by the chairman, Mr. David Hill.

Respectively submitted,

William C. Whitlatch
Director of Planning

WCH/jrp

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

PROPOSAL REVIEW SUB-COMMITTEE

M I N U T E S

November 18, 1968

7:30 p.m.

CEO Conference Room

Attendance

Mrs. Helen Golub, Chairman

Mrs. Eleanor Childress
Mrs. Mary Conners
Mrs. Lucinda Graves
Mrs. Elizabeth Jackson
Mrs. Edwardina Riggans
Mrs. Gwendolyn Wise

Staff

Mr. Ralph W. Findley
Mrs. Mitzie Washington
Mr. William C. Whitlatch

I. INTRODUCTION

The meeting was called to order at 8:00 p.m. by Mrs. Gwendolyn Wise, who acted as chairman until Mrs. Helen Golub arrived.

Mrs. Wise asked if the minutes of the September 16 meeting of the Proposal Review Sub-Committee had been received by all of the members and if there were any corrections to be made to the minutes. There being no corrections to the minutes, Mrs. Graves moved and Mrs. Riggans seconded a motion that the minutes of the September 16 meeting of the Proposal Review Sub-Committee be approved as mailed. The motion passed unanimously.

II. REVIEW OF THE METHODS AND SCHEDULE FOR LOCAL REVIEW AND EVALUATION -- PROGRAM YEAR "D" PROGRAMS

Mrs. Wise asked Mr. Whitlatch to review with the committee the methods and schedule of local review and evaluation of Program Year "D" Programs. Mr. Whitlatch stated that because of the new OEO funding guidelines, several changes were necessary in the Council's approach to funding programs. In the first place, the entire program of the Council will be funded as a single package as opposed to the component by component funding which the Council received in previous years. Secondly, the Council itself will be requesting funds to carry out specific program activities in the Cleveland community and will not be asking for funds for delegate agency programs. Upon receipt of the funds to carry out these specific activities, the Council will then determine which agencies certain segments of its programs will be delegated.

Mr. Whitlatch also pointed out that in the past the review of proposals by the Community Opportunity Boards and the Proposal Review Sub-Committee prior to funding have represented the major opportunities for the residents of the target area to have an input into the Council's programs. Such review has resulted in many significant changes and improvements in how the Council's programs are operated.

The review of proposals, however, has not always facilitated the desired involvement of target area residents in many of the important aspects of the Council's planning decision-making process. The new planning process, approved in principle by the Board of Trustees at its October meeting, makes the planning activities of the Community Opportunity Boards basis for the planning of the Council's future programs. The new planning process will not only provide target area residents with the opportunity to provide directions as to how programs are operated, but will also give them the opportunity of determining the type of programs they feel their community needs. It will provide sufficient time for each activity in the planning process. Finally, because the planning process makes planning a year-round activity, it will provide the residents of the target area the opportunity to give direction to the Council's activities on a year-round basis.

In keeping with the new OEO funding requirements, the Board of Trustees have already approved the general plans and priorities of the Council for the next program year. Two major tasks remain to be completed as part of the Council's review of next year's program. The first is determining the allocation of available OEO funds to various elements of the Council's general plans according to the priorities established by the Board and the development of a total refunding request which must be submitted to OEO early in December. The second is the detailed review and evaluation of each program and the development of operating instructions and contract conditions for Program Year "D" which must be completed by February 1, 1969.

Director Findley pointed out that this year the Council is placing every emphasis on neighborhood review of the program prior to letting of contracts for delegate agency programs. This is in keeping with the Council's policies of placing the control of the program in the hands of neighborhood people. Mr. Whitlatch pointed out that the review process will take the following form:

1. The Council's major projects will be reviewed by the Community Opportunity Boards. The Community Opportunity Boards will make recommendations to the Priorities Committee concerning changes they would like to see in the operation of the program. At the same time, the COBs will point up those areas in which they would like planning assistance during the next program year.
2. The Priorities Committee will review each of the Council's projects along with the recommendations of the COBs and will make recommendations to the Board of Trustees based upon the recommendations of the COBs.
3. The recommendations of the COBs along with the recommendations of the Priorities Committee shall be forwarded to the Board of Trustees of the Council for Economic Opportunities for their review and action.
4. Upon approval of the Board of Trustees, these recommendations will become operating instructions and contracts conditions with the various projects and programs for the Council.

The Planning Department will mail project proposals to the members of the Local Review Committees and will brief the field service personnel about the program so that they will be in the position to assist the Community Opportunity Boards in developing recommendations about the program.

The question was raised as to whether there would be information on where the Head Start Centers were and who was operating them. Mrs. Washington responded by saying that the Planning Department has prepared a series of maps showing where all the facilities of the Council are located and these, along with other information, will be forwarded to the Local Review Committees.

The question was also raised as to the type of assistance which the Community Opportunity Boards would be receiving in their future planning efforts. Mr. Whitlatch pointed out that one of the major objectives of the Planning Department for next year will be to help train the field service staff and selected members of the outreach staff so that they can better provide direct assistance to the Community Opportunity Boards in planning next year's program.

Mr. Whitlatch also pointed out that while the program for this year in terms of the type of program and the number of people to be served is pretty well established, there is sufficient opportunity for the Community Opportunity Boards to have very direct and meaningful input in planning the type or program to be operated in the neighborhood next year. To do this, however, will require considerable effort on the parts of the Community Opportunity Boards since the planning of programs cannot be done in one or two meetings.

The Planning Department will make available through the Neighborhood Centers staff information about the resources available for programs and will provide assistance in helping Neighborhood Center staff assemble the data necessary for the Community Opportunity Boards to plan in a rational and meaningful manner.

III. NATURE OF COMMUNITY OPPORTUNITY BOARD RECOMMENDATIONS TO THE PROPOSAL REVIEW SUB-COMMITTEE

Mr. Whitlatch passed out copies of a memorandum which had originally been sent to the field service staff relating to the questions which should be raised in reviewing proposals. Mr. Whitlatch said that these questions were only samples of the types of questions which COB members should ask about the programs and hope that the members of the Proposal Review Sub-Committee would develop their own list of questions along this line to reviewing proposals. Mr. Whitlatch pointed out that these were general questions and that he was quite sure that the committee with its vast amount of experience would be able to ask some very penetrating questions of their own. Mr. Whitlatch stated that the type of recommendations they were looking for would be those which dealt with specific changes that the Community Opportunity Boards wanted to see in the operation of programs. He pointed out that the Council cannot make its delegate agencies respond to the concerns of the neighborhood unless the neighborhood spells out what kinds of actions should be taken to deal with these concerns.

The question was asked whether or not the Local Review Committees could, however, include their concerns with their recommendations. Mr. Whitlatch pointed out that this would be extremely helpful to have these concerns along with statements of those areas in which the neighborhood wanted to do some planning next year. It is, however, important that each Local Review Committee submit specific recommendations about the programs to the Priorities Committee so that they will have a basis for making recommendations to the Board of Trustees.

IV. THE FUTURE OF THE PROPOSAL REVIEW SUB-COMMITTEE

Mrs. Childress stated that the increased amount of responsibility being placed upon local Community Opportunity Boards seems to indicate that perhaps some of the work of the Proposal Review Sub-Committee would no longer be necessary and she wondered what the future of the Proposal Review Sub-Committee was. Director Findley pointed out that the Proposal Review Sub-Committee was in fact created long before there were Neighborhood Centers and active Community Opportunity Boards to review programs in the neighborhoods. It has been one of the primary objectives of the Council's efforts in the last two years to develop local leadership in the target community so that the target community can in fact operate and give direction to their own programs. Two years ago, neither Glenville nor the Near West Side would have been in the position where they could develop their own Neighborhood Corporation. Today, these communities do have the type and quality of local leadership which is enabling them to plan for the development of their own Neighborhood Service Center. Because there is local leadership in the target communities which can provide direction to the Council's programs, there is less need for the city-wide review of programs by resident groups.

Mr. Whitlatch pointed out that there is perhaps less need for the Proposal Review Sub-Committee now that the number of target area residents on the Board of Trustees has been increased to 15 and the number of target area representatives on the Priorities Committee raised from 1/5 to 1/3 of the committee's membership. Mr. Whitlatch further pointed out that the future of the sub-committee is up to the Priorities Committee and since many of the members on the Proposal Review Sub-Committee are also members of the Priorities Committee, they will have an opportunity to discuss that at a later date.

V. ADDITIONAL COMMENTS

Mrs. Wise said that she was glad to see that field service would be getting some training and would have an opportunity to learn how to do something constructive. Other members of the committee had comments to make about the activities of the resident participation staff and considerable time toward the end of the meeting was spent in the discussion of resident participation. Director Findley pointed out that this was a subject now being dealt with by the Citizen Participation Committee of the Board and that all members of the Board of Trustees were invited to attend the Citizen Participation Committee meeting to discuss that subject there.

VI. ADJOURNMENT

There being no further business, Mrs. Jackson moved and Mrs. Connors seconded that the meeting be adjourned. The meeting adjourned at 10:00 p.m.

RESPECTFULLY SUBMITTED,

William C. Whitlatch
Director of Planning .

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

PRIORITIES COMMITTEE

M I N U T E S

December 3, 1968
CEO Office - 7:30 p. m.
Fourth Floor Conference Room

ATTENDANCE: 16

Mr. David G. Hill, Chairman

	<u>Staff</u>	<u>Visitor</u>
Mrs. Laura George	Mr. R. W. Findley	Mr. J. Krauskopf
Mrs. Helen Golub	Mr. D. Martin	
Rev. Robert Parks	Mr. D. Walker	
Mrs. Lillian Wilcox	Mr. W. Whitlatch	
Mrs. Gwendolyn Wise	Mr. J. McGreal	
	Mr. J. Ridella	
	Mr. B. Gibson	
	Mr. D. McCaskell	
	Miss P. Holman	

I. INTRODUCTION

The meeting was called to order by Mrs. George, acting chairman, at 8:00 p.m. because it was necessary for the chairman, Mr. David G. Hill, to arrive late.

II. STAFF REPORT

William Whitlatch discussed the events of the last meeting. He said that he had discussed with Rev. Shoup the request of the Priorities Committee to have a joint meeting with the Citizen's Participation Committee and that he responded favorably to the idea. The two committees could meet on December 19th to discuss the proposals. Rev. Parks, who did not attend the last meeting, felt that it was a good idea and Mrs. George agreed.

The committee decided that the meeting would be scheduled for the 19th of December at the Calvary Presbyterian Church at East 79th and Euclid Avenue.

Mr. Whitlatch remarked that the staff is planning work programs for next year's activities which will be sent to the Priorities Committee for their approval and suggestions. He also said that suggestions were being prepared on the appropriate functions of the Citizen's Participation Committee and the structure of future planning activities for the consideration of the Priorities Committee.

Mr. Whitlatch said that the Citizen's Participation Committee will be working with the Neighborhood Opportunity Boards. Mr. McGreal said that the Citizen's Participation Committee is already looking at the activities of field service and the Community Opportunity Boards.

Mr. Whitlatch said that he had received a letter from Alan Beals indicating that he has received Project CARE.

Rev. Parks remarked that nothing could be done because there was not a quorum. However, Mr. Whitlatch said that they could discuss the program accounts without taking action.

III. PROGRAM ACCOUNTS

Head Start - Part Day

Mr. Whitlatch said that the funding level is the same as last year's and will provide services for the same number of children as last year's with basically the same distribution to delegate agencies as this year. There will be 150 children served by the GCNCA's Program, 320 children served by the Catholic Diocese and 390 children served by Community United. The amount of federal funds requested for Head Start is \$904,873.

Mrs. George asked if this will include all children in a given area. Mr. Whitlatch said that center distribution is the same as it was last year. There are four centers on the West Side, two in the Kinsman area, five in the Central area, five in the Hough area and nine in the upper part of Norwood. Mrs. Wise asked where the other center in the Kinsman area is located besides the one in Mount Pleasant. Mr. Whitlatch said that it was located in the East End Center. Mr. Whitlatch said that in relation to the distribution of poverty, the centers were well placed. Mrs. Wise asked how many children are served at Garden Valley. Mr. Whitlatch replied 30. Rev. Parks asked why Norwood is part of Glenville. Mr. Whitlatch said that that was one of the structural problems that will have to be solved.

Mrs. George asked if there were any plans for coordinating the Head Start services. Mr. McGreal said that one of the major things that will be done is elimination of separate waiting lists of children trying to get into the Head Start Program by keeping a central waiting list at CEO. He also said that use will be made of all available space in the centers to develop training programs for the staff of delegate agencies. This will provide a formal road of advancement into better positions through the training programs and a job ladder.

Rev. Parks wanted to know if this was like TITLE V of last year. Mr. Whitlatch said that it was not. Mr. McGreal said that non-professionals would be provided with advancement opportunities and the chance to work in other programs for additional experience.

Mr. Martin explained that one of the objectives of the program was to develop a smooth transition for children from Head Start into kindergarten. He also said that one of the things the committee should consider is at what point children should be recruited. They could be enrolled in June for one year in the full year program and then transferred to the Cleveland Public School System summer program then straight into kindergarten. CEO was unable to get this transfer accomplished in June of last year.

Mr. Martin said that Head Start Health Services have been inadequately funded and underemphasized; however, the Head Start Coordinator has shown particular interest in these aspects of the program. Efforts will be made to get more volunteer services. Rev. Parks asked if children could get health care through this Comprehensive Health Care Program. Mr. Whitlatch said children from the area serviced by the health program will be sent there.

Head Start - Full Day

Mr. Whitlatch explained that this program has been supplemented with \$100,000 made available to develop a coordinated day care system in the City of Cleveland. This will enable the 11 day care centers operated by the Cleveland Welfare Department to continue operation and will provide for the development of a training program for day care staff.

Mrs. Wise asked if the following statement in the Day Care Proposal would be adhered to: "For entry level jobs, non-professionals will be recruited from among parents of children enrolled in the program or from applicants from the target areas. Notices of staff vacancies will be posted in the Neighborhood Opportunity Center in that target area, with accompanying lists mailed to the Outreach office for immediate referral action." (Page 19 Program Account 23). Mr. Whitlatch said that this was being done and CEO was moving towards having someone handle the various aspects of staff development. Mr. Findley said that efforts will be made to get delegate agencies to cooperate. Rev. Parks commented that after a delegate agency indicated who it was going to hire, CEO could not make any decisions about who is hired or not hired and that it was up to the delegate agencies or the Priorities Committees of the delegate agencies.

Mrs. George asked what the Day Care account would include. Mr. Martin said that Day Care was confronted with a number of problems: TITLE V was ceasing and thus money made available through TITLE V was running out. The churches receiving these funds to operate Day Care centers were faced with the situation of shutting down or asking for more money from their congregations. Meanwhile, Cleveland NOW funds were being used to open new Day Care facilities while these facilities needed additional funding. Manpower programs, which are a source of funds for Day Care, changed the way in which these funds were being allocated. Centers were only getting a certain amount of money per child in attendance with no underwriting of constant costs. This resulted in wide fluctuations of funds provided, depending on current enrollment with uncertainty as to how operating costs would be paid. CEO has created pool for all the sources of Day Care funds (OEO, AIM Program, WIN Program, instead of TITLE V and Cleveland NOW). This will enable coordination of funds and allow underwriting of programs when funds go down. CEO will be able to guarantee that these projects will have money to meet their constant costs; make all centers available to all people eligible for day care (currently enrollees may not be able to attend the nearest center and some centers may have vacancies while others do not); and will be able to provide training that will be made available to everybody. The County and City will contribute such funds as they receive for day care. This money will be put into the pool. Another objective is to work with centers so that some centers will not open while others are closing. As more money comes in, more centers will be opened. CEO will be involved from an administrative point of view, coordinating funding, training and development of current centers and new centers.

Mr. Martin said that OEO has approved the concept as long as the County and City will participate and contribute their funds for the pool.

Mr. Martin was asked what would happen if the other agencies did not agree to contribute to the funding pool. Mr. Martin said that if they do not agree, the pool will not work. Mr. Findley said that there would have to be a meeting of the minds.

Mr. Hill requested that CEO, the City and County have a joint meeting on the Day Care Project.

Mr. Martin explained the use of the \$100,000 that CEO would receive from the City. He said that one-half would be used to commence operations of the pool and to underwrite all the existing centers and bring them up to standard.

Mr. Hill asked what happens to the balance of the money. Mr. Martin said that it would be used to start training and that the training facilities would be located somewhere in the target area.

Rev. Parks asked if all the programs would have to report back to the pool. Mr. Whitlatch said that they would.

Mrs. Wise asked how people who do not qualify for programs but who are in the low income bracket with restrictions on who may participate will be aided. Mr. Hill said that Cleveland NOW monies would be used to include these individuals in the Day Care Program.

Rev. Parks asked if a sliding scale fee would be used. Mr. Hill said that it would.

Head Start - Summer

Mr. Whitlatch said that this program account would be operated by two delegate agencies, the East Cleveland Board of Education and the Cleveland Board of Education. The Cleveland Board of Education is requesting funds to provide for 2000 children and East Cleveland is requesting funds to provide for 105 children. Enrollment has been reduced from last year since the Cleveland Board of Education has not been able to recruit head start children for the summer and shows a reluctance to commit themselves to an eight week program.

Mrs. Wise asked about the use of Outreach for recruitment. Mr. Whitlatch said that Outreach recruited last year and would continue to work. Mr. Findley said that there are eligibility standards that must be met. Mrs. Wise asked who did the recruiting for the Board of Education. Mr. Findley said that they obtain Outreach help but did not know OEO's enrollment commitment in time for adequate recruitment. Mr. Whitlatch said that the goal was too high and this year they are setting a more realistic goal.

Foster Grandparents

Mr. Hill asked if the people who are on the waiting list from last year will be given first priority. Mr. Whitlatch said they would.

Neighborhood Centers

David Walker explained the purpose of the Neighborhood Centers. He said that two or three things vary from the program last year: (1) CEO is attempting to move towards Neighborhood Corporations; (2) integration of functions of outreach, resident participation and CIS so that there will not exist a separation of staff activities; (3) increased support for the Directors of Neighborhood Centers so that they can have greater ability to operate autonomously.

Rev. Parks asked if the Directors would be responsible for the Neighborhood Corporations. Mr. Walker said that this is part of the preparation for movement of the program to a Neighborhood Corporation.

Mr. Hill said that some of the neighborhood based corporations should be in operation before the middle of July and that the remainder should begin operation as soon as possible.

Mr. Walker said that the timetable for Neighborhood Corporations was tentative and that operation could begin as soon as possible.

Mr. Hill said that recommendation on procedure mechanics should be in the decisions made on a timetable.

Mrs. Wise asked who the person is who will help coordinate development of Neighborhood Corporations from GCNCA. Mr. Walker replied that Don Cooper would be the person.

Administration & Coordination

Mr. Martin said that this proposal for refunding represents no change in funding level. During the middle of the year, CEO was able to set up a Youth Coordinator's Office and this will be refunded. There will be several increases in the functions of CEO. Instead of monitoring and taking care of funds of only one Day Care Program with three centers, CEO will be setting up and monitoring the budgets of 15-20 day care centers. This will require some increase in the Finance Department. Also instead of having one neighborhood center program to monitor, there will be at least five programs next year, one for each center as it becomes a corporation.

Mrs. Wise asked if the positions of Executive Director, Assistant Executive Director and Deputy Director are getting the same salaries. Mr. Martin said that OEO will only allow salaries up to \$15,000 with OEO funds and private funds cannot be included in the budget. Mr. Martin said that there are only two individuals who are making more than \$15,000; the Executive Director at \$19,908 and the Assistant Executive Director at \$16,885.

Rev. Parks asked if this was salary plus expense account. Mr. Whitlatch said that there was no expense account. Mr. Martin said that the Greater Cleveland Association Foundation made a grant to supplement salaries over \$15,000.

Mrs. Wise asked if the secretaries were going to get an increment. Mr. Martin replied that they would get a 4% increment. Mr. Whitlatch said that CEO secretaries were provided with training which increased their skills allowing them to get better jobs. Mr. Hill asked if the committee wanted to make a recommendation that the secretaries receive more than indicated in the budget. Mrs. Golbu made the recommendation. Rev. Parks seconded.

Mr. Hill asked that it be stated in the minutes that a quorum was present. Mr. Hill asked for a motion to excuse members who were necessarily out of town. Mrs. Golub made the motion and Mrs. Wise seconded it.

Mr. Hill asked if the presence of a Manpower Coordinator in the budget assumed that the City can get adequate funding for such a position. Mr. Martin replied yes.

Mr. Hill asked for a motion to pass the program accounts discussed. Mrs. George made the motion and Mrs. Wise seconded it; the motion was unanimously approved.

Mr. Martin said that he had been informed that HOPE will be refunded with the rest of this group of program accounts.

Mrs. Wise asked what happened to the evaluation of these programs. Mr. Martin said that thorough evaluations will be done on summer programs; and given to the Community Participation Committee and the Priorities Committee. He said one was prepared by the staff and passed on to the Community Participation Committee. Mr. Martin said just summaries of participation and activities in these programs have been prepared.

Mrs. Golub said evaluation of programs came under the Priorities Committee's jurisdiction. Mr. Whitlatch said meetings were held last year between the Priorities Committee and the Citizen's Participation Committee.

Mr. Hill asked when the list of abbreviations will be ready. Mr. Whitlatch said they would be ready after the proposals were finished.

Mrs. Wise said that she would like some understanding about Mr. Cooper, who had caused chaos in some areas. Mr. Hill said that he will work under the jurisdiction of Mr. Walker and this should be a condition of the contract with GCNCA. Mr. Hill said that he had enough confidence in Mr. Walker to control Mr. Cooper. Mr. Walker said that one change that will be made is the process of pulling together all the staff at each center and make that staff directly responsible to the center Director.

Mrs. Wise said that she would like the minutes to reflect the committee's comments about Mr. Cooper. Mr. Hill asked the staff to get the minutes from previous meetings to the committee before the subsequent meeting so they can be approved.

Mr. Hill asked what part of the Legal Aid component contained the Social Workers being sought. Mr. Whitlatch said that funding will not be available for an expansion of the Social Work component. The Priorities Committee recommended that additional Social Workers go into Neighborhood Centers instead of the Neighborhood Law Offices. Mr. Hill said to make sure that the contract specifies this.

Mrs. Golub said that a satellite Legal Services Office has been proposed for West 30th and Detroit. She thought this was a poor location. Mr. Whitlatch said that Legal Services could not open any new offices without first getting approval from the area's Community Opportunity Board. Mr. Hill said that it is the desire of the committee to recommend that a condition for the placement of new Legal Services Offices is approved by the local Community Opportunity Board or Neighborhood Corporation. Mrs. Golub made a motion to this effect and Mrs. Wise seconded it.

Mr. McGreal recommended that some part of the Board review the contracts. Mrs. Golub and Mrs. Wise agreed. Mr. Martin said they can review the conditions included in the contract but not the contract itself since this would delay signing of contracts and program operations.

Mr. Whitlatch said that the Community Opportunity Boards were presently in the process of reviewing proposals which would be sent to the committee.

Rev. Parks said that before the Legal Services contract is reviewed a letter should be sent to Lyonel Jones asking that he consult the Community Opportunity Boards.

Mrs. Golub said that residents in the community do not know if recommendations are put into final proposals. Mr. Hill asked if it was mandatory for the Board to accept these conditions. Mr. Whitlatch said that it was not but that the Priorities Committee could recommend conditions to be put into contracts and that contracts should be available at the Neighborhood Opportunity Centers. Mr. Hill said that he recommends this strongly.

Mr. Hill said that review of proposals should go from the bottom up instead of the opposite. Before proposals get to the Priorities Committee, they should be sent to the Neighborhood Opportunity Centers.

Mr. Whitlatch indicated that the development of Neighborhood Corporations would require that proposals be developed in the neighborhoods. Mr. McGreal said the Planning Department is planning to put on training sessions on proposal development and planning so that each worker in the neighborhood centers will have some expertise in developing and planning programs.

IV. ADJOURNMENT

The meeting was adjourned on a motion by Mrs. Wise and a second by Rev. Parks at 10:45 p.m.

V. ADDENDA

At the December 4th meeting of the Board of Directors, Mr. David Hill, chairman, made the attached report of the Priorities Committee's activities during the past month.

Respectfully submitted,

William C. Whitlatch
Director of Planning

WCW/jrp

Attachments

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

PRIORITIES COMMITTEE

M I N U T E S

January 14, 1969
CEO Office - 7:30 p.m.
Fourth Floor Conference Room

ATTENDANCE

Mr. David G. Hill, Chairman

Councilman Carr
Mrs. Helen Golub
Rev. Robert Parks
Mrs. Rose Ross

STAFF

Mr. Ralph W. Findley
Mr. Donald L. Martin
Mr. James Ridella
Mr. David A. Walker
Mrs. Cornelia Washington
Mr. William C. Whitlatch

I. INTRODUCTION

The meeting was called to order at 7:55 p.m. by the Chairman, Mr. Hill. Councilman Carr moved and Mrs. Ross seconded that the minutes of the last meeting be approved as written.

II. REVIEW OF RECOMMENDATIONS FROM THE COMMUNITY OPPORTUNITY BOARDS

Mr. Whitlatch explained that some communities had not been able to meet to review the proposals. Mr. Hill asked if the time had been extended for the review of these programs? Mr. Whitlatch explained that the time was extended until January 14, 1969. Mr. Hill asked when funds will be received from OEO? Mr. Findley replied that they should be here by the first of March.

Mr. Whitlatch then read the recommendations from the Glenville Proposal Review Committee regarding the Head Start Child Development Program. The recommendation was as follows:

"That the educational curriculum materials used should relate to the ethnic or cultural group or groups of the children involved in the program."

Councilman Carr wanted to know who writes the curriculum for the programs. Mr. Whitlatch explained that each delegate agency is responsible for writing its own curriculum; however, the guidelines are rather flexible.

Mrs. Golub felt that the Glenville recommendation was excellent. Mrs. Ross moved and Rev. Parks seconded that the recommendation from the Glenville Proposal Review Committee be approved as written.

Priorities Committee Meeting

Minutes

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There was some confusion as to the procedure being followed in reviewing these recommendations, especially since the proposals had been submitted already. Mr. Hill explained that although the proposals had been reviewed and submitted to OEO, this process is necessary to review the recommendations that the neighborhood citizens would like to have put into the contracts. These conditions will be put in as part of the contracts so that the neighborhood citizens will have their viewpoints expressed.

The next recommendation concerning the Head Start Child Development program was from the Central Community Opportunity Board. The recommendation was as follows:

"That the CEO contact the Cleveland Board of Education to make more jobs available in the summer head start program to residents living in the area."

Rev. Parks asked what mothers will be included? Mr. Martin explained that because of the scarcity of day care, priorities were placed on how day care would be made available. The Council and the City insisted that the prime emphasis be given to mothers or fathers who were involved in Manpower Training Programs; second priority should be given to those who are coming out of Manpower Programs and who need day care to adjust to the job situation.

Councilman Carr raised a question regarding the allocation of funds to the various delegate agencies. Mr. Whitlatch explained that there will be an increase in funds this year. Councilman Carr wanted to know the amount of money that will be allocated to Central. Mr. Whitlatch explained that this information is not available at this time. However, he explained that there are five Head Start part-day centers in Central. These centers are operated by three different agencies - Greater Cleveland Neighborhood Centers Association, Community United and Catholic Diocese.

Councilman Carr wanted to know if there are scholastic qualifications for the teacher aides. Mr. Hill explained that the teacher aides can be persons from the neighborhood. Teachers must have the academic degree. The teacher aides should be able to speak English well and should have the ability to work with children. Referrals for the hiring of teacher aides may be opened to the Board of Education, but may also come from other sources.

At this point, Mr. Hill asked what happens if other neighborhoods have different views, since we are considering the recommendations of only one neighborhood? Mrs. Golub explained that the people from each neighborhood expect to see their recommendations included in the contract, and wanted to know how this will be done? Mr. Hill explained that these recommendations can be submitted to Chicago as amendments to the proposals and included as conditions, or CEO can require that in order for the Board of Education to receive a contract, they must adhere to these conditions. Mr. Findley explained that these should be included as part of the contract. Mr. Whitlatch explained that as long as there are not any major changes in funding that are beyond the flexibility, nothing will have to be submitted to Chicago.

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Mr. Hill explained that in order for the Priorities Committee to make comments or approve the recommendations of the Community Opportunity Boards, we must have all of the recommendations. Since all of the recommendations were not available, it was the consensus of the committee that the Community Opportunity Boards be given until February 5, 1969 to get their recommendations to the CEO office. After the recommendations are received, the Priorities Committee will meet to approve or make comments.

The meeting was adjourned at 8:40 p.m.

RESPECTFULLY SUBMITTED,

William C. Whitlatch
Director of Planning

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COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

BOARD OF TRUSTEES

MINUTES

Regular Meeting
January 15, 1969

ATTENDANCE:

Rev. Roger S. Shoup, Presiding

James H. Bell		
Charles V. Carr	Mrs. Laura George	Miss Edith McIntosh
Mrs. Samella Carroll	Mrs. Helen Golub	Rev. Robert V. Parks
Mrs. Mary Connors	Paul B. Hamilton	Mrs. Rose Ross
George M. Edwards	David G. Hill	Mrs. Edwardina Riggans
Louis Eiben (sitting in attendance for Patrick O'Malley)	Dr. Donald G. Jacobs	Miss Josephine Walker
Mrs. Bertha Falkowski	Rev. W. Arthur Lemon	Mrs. Lillian Wilcox
		Mrs. Gwendolyn Wise

- I. The Regular Meeting of the Board of Trustees of the Council for Economic Opportunities in Greater Cleveland was called to order by Rev. Roger S. Shoup, Chairman of the Community Participation Committee at 2:20 p. m. on Wednesday, January 15, 1969 in the Community Room of the Cuyahoga Savings Association, Cleveland, Ohio. Rev. Shoup was presiding due to the absence of the Chairman and the Vice Chairman.
- II. The Minutes of the last Regular Meeting of December 4, 1968 were approved as mailed.
- III. There was no correspondence.
- IV. Report of the Executive Director

The Executive Director called on Mr. David Walker to introduce to the Board Mr. Wendell Atkinson, the new Neighborhood Opportunity Center Coordinator. Mr. Walker pointed out the broad experience of Mr. Atkinson in working with neighborhood corporations relating to Multi-Purpose Centers with the Community Action Agency in Youngstown, Ohio. He is a former member of the Peace Corps serving in Ceylon, and has the added experience of serving as training coordinator for the Ohio State Employment Service.

Mr. Atkinson said that he was happy to be in Cleveland and was interested in getting right into the job. He felt that there was a particular kind of challenge in Cleveland and hoped that he could make a significant contribution.

Mr. Findley reported on the Great Lakes Regional Conference held December 17th through 19th, 1968 in Chicago. He expressed thanks to Rev. Roger S. Shoup, Chairman of the Community Participation Committee, and Mrs. Laura George, Vice Chairman of the Priorities Committee for taking time out to attend the conference. He called upon Mrs. George for a report on the conference. Mrs. George spoke of being welcomed by Mr. Fulton and others, the many sessions that were held, including sessions on housing, participation of the poor, the CAP Mission paper of OEO, as well as sessions with Mr. Alan Beals that held quite late. She also commented on the courtesy of the Cleveland CEO staff while there. Mr. Theodore Berry spoke at a dinner meeting on what the new administration was doing and what to expect relative to the future of OEO. Mrs. George said that she was pleased to find that Cleveland had already passed some problems that other areas still had. There was much emphasis placed on enlightening, informing and re-establishment of the people and their needs in the inner-city.

Mrs. George read a resolution of the "Black Caucus" that came out of the conference regarding their concern with the lack of participation of the poor. Some of these concerns included support of the poor peoples convention primarily being held for the purpose of presenting basic strategies on CAP Mission and Objectives; support of poor people being hired as research consultants and duly remunerated for their services; support of poor peoples conventions being held in areas of concentrated poverty, therefore allowing OEO to put money into the disadvantaged areas. These were some of the concerns that were made into a resolution and put into the records of the Great Lakes Regional Conference.

Rev. Roger S. Shoup was called upon to further comment on the OEO conference. It was his first experience of this kind and he did not know what to expect, however, there were two important points that he thought should be brought out. They were that the next time there was such a conference, these people should call on CEO staff to arrange the agenda and to get instructions on conducting the meeting so that they might be more effective, and the other one was that there should have been more involvement of the poor in the planning stages. Rev. Shoup said that there was a distinct feeling that CEO was far beyond some of the other OEO agencies, but there was a great deal more work cut out for us before the kinds of demands and the things that were made quite clear in the meeting were met, for there were some highly articulate people present.

It was Mr. Findley's recommendation at this point that the Board of Trustees issue a policy statement covering participation of residents in the planning of the "War on Poverty." Because of the change in administration, this policy statement should be issued in defense of such items as participation of the poor as being essential, that this should be preserved as well as the Community Action Agency. Mr. Findley mentioned the contributions of members of the board in the past who spoke out strongly in defense of the War on Poverty and the basic concepts of resident involvement. He mentioned the contributions of Ralph Besse and Harold Boehm on the National Committee of Businessmen supporting the program. He stressed the need at the proper time for the committee to be heard. The staff will be happy to work with the Community Participation Committee or a special committee on this matter. Some board members have expressed willingness to testify before the committee in Washington when called upon.

Mr. Findley said that the funding level for CEO will be no less than it was last year. These funds will carry us to January 31, 1970. Some of our staff members have been disturbed at the recent turn of events, but he urged them to stick it out for now is when we must close ranks and re-double our efforts and he pledged his support to the staff. Mr. Findley announced that there would be a total staff meeting at Gwinn Estate where the staff will go over the objectives of the program, assess where we are now and what it will require to obtain the objectives we all know.

Mr. Findley called on Donald Martin, Assistant Executive Director to speak on the Management Information System Report which is the first quarterly report to be presented to the board. Mr. Martin said that we are involved in a concerted effort to keep our board more fully informed. For the last eight months the board has been receiving an overall summary of programs indicating the nature of each program and the amount of money allocated to our agency. About a year ago OEO conceived a system called the Management Information System on which this quarterly report is based. This was developed in response to questions being raised by the Congress in asking for specifics of programs being sponsored by OEO. This report describes the nature of the program, the people it serves, the services, and the income level. This was the system developed by OEO to be able to respond to the request of Congress to give an adequate ongoing report of our programs. This report covers the activities of the Council through September 30, 1968. The statistics are interesting and give an outline of the services rendered by CEO. It is hoped that this will be of use to the board and that it covers all of the activities of the Council. If it provokes questions, the staff will be happy to help in this matter.

The OEO CAP Mission Statement issued to the board was prepared for the type of concerns being raised by the administration. OEO has gone on record to state what it is about and this is what Director Findley is doing--the board would like to issue a similar statement. This policy statement would show OEO's continuing commitment to a very definite involvement of people to be served by the programs in a continuing role of the program. This is the meaning of true involvement of our program.

Mr. Martin pointed out that one of the reasons why services for minority groups seemed less than adequate, was because there was a lack of participation of members of minority groups in certain professions. There are very few negro physicians and attorneys as compared to the need. A major stand should be taken to adopt a role of advocacy to develop the interest of the minority groups on the part of these professions. It was suggested that seminars be run in the Cleveland community specifically directed at minority groups to show them in some way these worthwhile objectives. It was felt that a definite strategy was needed and that it would be necessary to see what steps could be taken to encourage members of the minority groups to enter the legal and medical professions.

Dr. Jacobs said that he felt that a policy statement from our board to OEO was very important. The current policy statement could be sufficiently descriptive, but with a change coming that could reduce the funds that are available, something of this sort should be instituted. Dr. Jacobs recommended that this matter be referred to the Citizen Participation Committee and that the resolution be prepared in strong language. Mr. Hamilton seconded this motion.

Rev. Shoup clarified the motion by saying that a statement should be drafted from the board reflecting that OEO be continued and the necessity for continuing-- stated and documented and drawn up in the Community Participation Committee before it is sent to Washington.

Mr. David Hill said that in view of the President's State of the Union Message, there is no way that OEO can be saved. Mr. Hill attended a meeting where he heard representatives of both Nixon and Johnson and it was his opinion that the President gave Nixon's administration the green light to spin off these programs to other organizations after which OEO would be in existence only in the form of a small agency. This will wipe out any vestige of what has already begun. Mr. Hill said he did not believe that OEO could continue to exist in its present form after June 30th of this year and this was one of the reasons that neighborhood based groups should be formed as quickly as possible. With the change of administration and its effect on the city, these programs will get the lions share of the money. Mr. Hamilton asked Mr. Hill if he had any alternative objectives that this policy statement should be directed to. Mr. Hill said that he thought it should be directed to the Office of the Incoming President and it should be worded to say "OEO type" programs without specifying the agency.

Mr. Findley agreed with Mr. Hill, but said that he was concerned about citizen participation and involvement of the poor, and the importance of these elements of the program being continued. Dr. Jacobs asked if his motion had been broad enough to cover the suggestions that had been made. The board approved Dr. Jacobs motion unanimously.

There were some questions regarding the MIS Quarterly Report. Mrs. Falkowski asked on what day the last of the report was written and the date the information was gathered. There was a specific page reference. Mr. Martin said that the document covered activities up to September 30, 1968. Mrs. Falkowski said that she was in disagreement with parts of the report. Rev. Shoup suggested that any queries of this kind be made privately.

V. Committee Reports

Mr. Hill said that the Priorities Committee had nothing to report at this time because all the recommendations on the proposals to be submitted to Chicago had not been received. It was decided not to review any of them until the Community Opportunity Boards had submitted all of their recommendations. They were given until February 5, 1969 so that the recommendations could be presented at the next board meeting.

Rev. Shoup read the report of the Community Participation Committee. The following actions were taken with relation to this committee:

- 1) Mr. Green moved and it was seconded by Mr. Bell that this Committee investigate the relative advantages of Corporations and Associations and seek the legal assistance of Mrs. Ruth Stromberg, Assistant Law Director of the City of Cleveland. This motion was passed by a unanimous vote.
- 2) Mr. Green moved and it was seconded by Mr. Edwards that a sub-committee of this Committee be assigned the responsibility of being a sounding board to hear the concerns and criticisms of the residents of a given community and that this sub-committee be representative of one-third businessmen, one-third residents and one-third general public. The motion was passed by a unanimous vote.
- 3) Mr. Green moved and it was seconded by Mr. Bell that Mr. Walker be directed to draw up procedures and standards to determine an evaluation of the ongoing programs and together with two or three members of this Committee, report their findings to the Community Participation Committee. The motion was passed by a unanimous vote.

Mr. Hill questioned the effectiveness of the evaluation of programs. He wondered why this particular action was being relegated to the Community Participation Committee. Rev. Shoup said that this evaluation would be in terms of resident participation. Councilman Bell felt that Mr. Hill's statement was an important one and wondered what approach would be used in getting this participation. Mr. Hill suggested that two or three members from each committee be assigned to this task working with Mr. Walker and his staff so that each of the three committees can be involved. The assignment of three people from each committee should not be too many people. Mr. Findley said that this seemed all right and that the Research Department would also be working with Dave Walker.

Mr. Walker had no objection except that the intentions seemed much bigger than when it started. This related originally to many of our personal concerns and was not meant to be a one shot evaluation to come crashing down on our heads. It was the intention to set standards on all programs so that the program could be broadened to have an ongoing kind of evaluation. Mrs. Wise said that all such concerns should be put before the board. Where did this information come from; and it is not the representatives of the poor that should be talked to, but the poor themselves. Mrs. Conners said that there should be a "watch-dog" on these various committees to make sure that these evaluations will go forward if they are to be in terms of citizen participation.

Rev. Shoup said that he was aware of this and felt that the Community Participation Committee was the stimulus from his view for this recommendation. Rev. Parks said that in the past the representatives from the various areas have been going around to the various agencies to see who has been served. They know more about these things than any of the staff, even Mr. Findley, for he does not have the day-to-day contact and evaluations cannot be done from the office. The Legal Aid Society for example, serves about 50 people in a years time and get bogged down with divorce cases. Mr. Findley said that there were program audit committees which were composed of residents who did go out and do this kind of on-site evaluation. It was asked that the Community Participation Committee and David Walker come back next time with this kind of plan for an ongoing evaluation. Mrs. Golub said that the Proposal Review Sub-Committee has been saying this for some time.

The matter of attendance at committee meetings came up for discussion. Mrs. Ross asked how many neighborhood residents were at the Community Participation Committee meeting. Miss Josephine Walker brought up having to come to meetings alone and that cab fare runs into money, aside from the area around West Third being dangerous. Miss Walker said that it might be well to remove her name for someone who did not mind coming to the night meetings. Rev. Shoup said that the residents had informed him that they did

not want to meet during the day. Mrs. Washington said that various committees met at night and arrangements are always made to meet the members at the door, arrange for their cabs and see that everyone is escorted out of the building if not actually driven home.

VI. New Business

Rev. Parks asked what could be done about the people attending the various committee meetings. How could anything be passed at these meetings if there was not full attendance. It was said that the only thing to be done was to announce the meetings far enough in advance. Rev. Parks suggested in the future consulting the people before they were named to a committee. It was brought out that by board action every member of the board serves on a committee.

Mrs. Golub said that the board should look into the hiring of Outreach workers, who should be residents of low income. She mentioned a case recently where a woman was hired whose husband works as a supervisor at the County Welfare. It was said that this would be referred to the Management Committee. The board should be alerted to this so that this does not occur again.

Rev. Shoup announced at this time that it was the policy of the board to allow time at the end of each meeting for persons to speak. Councilman Bell said that he had noticed in his area offices established for Outreach, some of which he did not know what they were doing. He asked if some of the workers were being used in the Model Cities Program. Mr. Findley said that there was an urgent request from the city administration to temporarily loan people because funds were not available to work with residents in the Model Cities Program. That was only a temporary assignment. Councilman Bell said that he was trying to figure out what they were doing, because the requests for referral service that they were supposed to be handling seemed to be coming to his office.

Mr. Findley mentioned that staff on loan to Model Cities were under the direct supervision of Mrs. Lois Dupree and Mrs. Mable Meyers, who are employees of the Model Cities Program of the City. He also mentioned that over 720 persons in need were contacted by Outreach in Central during the past month and he suggested that the Center Director contact and involve the Councilmen, and also that the Councilmen stop in the center to see what is taking place. Mr. Findley said that a tour is being planned that all might see the programs and also a Board Seminar is being arranged.

Mrs. Carroll asked for reconsideration of the board on holding meetings at the Council Chambers as they did previously. Even though it is downtown, the present meeting place is out of the way for people who do not know where it is located. Mr. Findley said that the Council Chambers came under serious criticism by board members because of the largeness of the place, the inability to be heard, and it seemed to dwarf the people sitting there. Following these criticisms, it was decided by board action that the Cuyahoga Savings Association be used as a meeting place. Also it was suggested and passed that meetings be held on alternate months in the target area. It would be up to the board to reverse their decision.

VII. Adjournment

The meeting was adjourned at approximately 3:50 p. m. The motion was made by Louis Eiben and seconded by Mrs. Ross.

Respectfully submitted,

Mrs. Helen Golub
Secretary

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

PRIORITIES COMMITTEE

M I N U T E S

February 13, 1969
CEO OFFICE -- 7:30 p. m.
Fourth Floor Conference Room

ATTENDANCE

Mr. David G. Hill, Chairman

Mrs. Lillian Wilcox
Mrs. Laura George
Mrs. Rose Ross
Mrs. Helen Golub

STAFF

Mr. William C. Whitlatch
Mr. Joseph Hartz
Mrs. Mitzie Washington

I. INTRODUCTION

The meeting was called to order at 7:55 p.m. by the Chairman, Mr. David Hill.

It was the consensus of the members present that the minutes of the last meeting be approved as written.

Mr. David Hill, Chairman, explained that the Priorities Committee Members present could review the recommendations which were submitted by the Local Review Committees and that he would present the recommendations to the Board of Trustees stating to the Board of Trustees that he did not have a quorum. He also stated, that the recommendations from each neighborhood would be discussed individually so that all the neighborhoods view points could be expressed.

II. RECOMMENDATIONS OF THE COMMUNITY OPPORTUNITY BOARDS PROPOSAL REVIEW COMMITTEE'S ON THE COUNCILS' PROGRAMS FOR PROGRAM YEAR "D"

A. Recommendations concerning Head Start-Child Development-Day Care-Summer Head Start.

1. Central Proposal Review Recommendations

Recommendation for Day Care Project

"That there is a need for a neighborhood Day Care Center in the Central Area for full day care for youngsters, (possible location suggested is the Dike I Development)"

"That more funds should be made available to the program to provide Day Care for working mothers"

The recommendation was discussed considerably by the Priorities Committee. Mr. David Hill, Chairman of the Committee, asked Mr. Joseph Hartz, Director of Grants Management, Department of Council for Economic Opportunities, if there was any additional money allocated to Day Care. Mr. Hartz said that we would know in a couple of months. Because of the funding level of Program Year "D" Programs, these recommendations were recommended by the Priorities Committee to the Day Care Advisory Committee recommending, to the committee to give these recommendations considerable attention, to study the area and see where the greatest need is for this kind of service.

"That more individual Day Care Homes with full Day Care be utilized for mothers who wish to return to work and support their families. This could provide them with the opportunity to do so."

As a result of this recommendation Mr. Hartz asked Mrs. Washington to identify the location of the Day Care Centers in the Central Area and the number of Day Care Homes which are in operation. There are ten Day Care Homes and four Day Care Centers. The four Day Care Centers were originally administered by the County Welfare Department as part of the Title V Program. After the Title V Program was phased out, the City in conjunction with the Council has jointly, through a letter of understanding, agreed to keep these centers operational and to be administered by the Council.

Mr. David Hill suggested that the Central Area representative be given a list of all Day Care Homes in the Central Area. The list of the ten Day Care Homes shall be submitted to Mrs. Rose Ross, the Central Area representative, who is a member of the Priorities Committee.

The Priorities Committee recommended that this recommendation be referred to the Day Care Advisory Committee recommending to the committee to study the area for more Day Care Homes.

Recommendation concerning the Summer Head Start Program

"That the Council contact Cleveland Board of Education to make more jobs available in the Summer Head Start Program to residents living in the area."

The Priorities Committee members after some discussion recommended to the Board of Trustees "That the Cleveland Board of Education make an extensive and early effort to recruit and hire persons living in the Target Area to work in the Summer Head Start Program operating in each neighborhood and that the Board of Education explore with the Council for Economic Opportunities ways of making more jobs available in the Summer Head Start Program to residents living in the Target Areas" and that the recommendation be a condition of funding the Summer Head Start Program".

2. Glenville Proposal Review Committee Recommendations

Recommendations concerning the Head Start Child Development Day Care Program.

The recommendation concerning the Glenville Proposal Review Committee "that the educational curriculum material used should relate to the ethnic or cultural group or groups of children involved in the program" was recommended by the Priorities Committee to be a condition of the contract for all Head Start Child Development Day Care Programs.

3. Kinsman Neighborhood Ad Hoc Committee

Mr. Whitlatch asked Mrs. Washington to summarize the letter from the Kinsman Neighborhood Advisory Committee which was sent to her explaining why the Ad Hoc Committees' recommendation were not submitted to the Priorities Committee at this time.

Mrs. Washington stated, that because there was not a functioning Community Opportunity Board, Mrs. Cecilia Glenn, Director of Field Service in the Kinsman Area, was contacted to set up a group of residents to review the proposals for Program Year "D".

The Ad Hoc Proposal Review Committee was formed, however many of the residents involved were not totally aware of the functioning in the past of these programs. Therefore it was necessary for them to go over the Proposals very carefully. They did not have time for all of their questions concerning the programs to be answered, and they asked if they could have at least two more weeks so that they could adequately review and make recommendations.

Mr. Hill replied that if their recommendations were submitted before the contracts were drawn up their recommendations would be accepted, however, if they did not, they would be reviewed next year.

4. Hough Proposal Review Committee Recommendations

The report of the Hough Proposal Review Committee was submitted to the Priorities Committee. There were no specific recommendations concerning these programs and the approval of the programs were noted as presented.

5. Tremont-Near West Side Proposal Review Committee Recommendations

Recommendation for Program Account 22

"Funding should be made so all eligible may participate. There are no services at all in the Tremont area."

The Priorities Committee recommended that this recommendation be brought before the Advisory Committee on Head Start recommending the committee to give this recommendation considerable attention, to study the areas, and to see where the greatest need is for this kind of service, noting that the Tremont area have first priority.

Recommendation for Program Account 23

"Center should be opened at an earlier time than 7:30 a.m. In this way, ADC mothers could leave their children at the center and start work".

The Priorities Committee, after considerable discussion, recommended to the Board that it be a condition of funding the Day Care Program and made a part of the contract that the Day Care Centers be opened at 6:30 a.m.

Recommendation for Program Account 23

"A fee scale should be worked out for those above the poverty level and the charge be adjusted according to the amount of money earned. Again, the objection that such does not exist in the Tremont area, i.e., Day Care."

As a result of this recommendation, Mr. Joe Hartz, Director of Grants Management, stated that a sliding fee scale was being instituted. It was also stated that the agency has to agree to operate under a fee scale if the committee so recommends. Mr. Hill, Chairman of the Priorities Committee, stated that after the sliding fee scale was worked out, it was to be brought back to the Priorities Committee for approval to the Board, making it a condition for funding.

It was also noted that there was only one Day Care Center to serve the Tremont area (Merrick House). It was suggested that the Day Care Advisory Committee give this recommendation considerable attention.

Recommendation for Program Account 24

"The budget should be expanded for two sessions and all children eligible could then participate. Maybe this is too late for PY "D" but could be considered for PY "E". The Program should consider mothers whose children are grown and gone as possible volunteers".

This recommendation was referred to Mrs. Gloria Small, Head Start Coordinator on CEO staff. The Priorities Committee recommended that CEO work in conjunction with the Board of Education and if there is enough money to put another center in the Tremont area, the committee would make a recommendation to the Board of Trustees. It was explained by Mr. Whitlatch that last summer there was enough money for the Board to run more sessions, if they could recruit the children.

As a result of this statement, it was recommended that not only should the Board of Education do recruiting, but a recommendation should be made to the Board of Education to let the Community Opportunity Board do some recruitment. Mr. Hartz said that the recruitment phase has been discussed with the Board of Education and the Head Start Coordinator would report back to the Priorities Committee on her findings.

It was also stated that the Board of Education should try to make a concerted effort to find as many volunteers as they could because this could be used as part of their in-kind contribution.

B. Recommendations Concerning Legal Aid Services Projects

1. Central Proposal Review Committee Recommendations

The Central Proposal Review Committee gave the following reasons for requesting additional funds for Legal Aid Services Program:

"Hire additional Lawyers for the Program, with each Legal Aid Office having three to handle the case load"

"Hire a Circuit Rider to serve the pockets of Poverty residents in the Suburban Area who are not in the reach of the Cleveland Legal Aid Office".

"Annual Increments"

In considering these three suggested changes, Mr. Hill asked Mr. Hartz if the Legal Aid Service Program would get the additional money they had asked for. Mr. Hartz stated that the funding level for Program Year "D" for Legal Service would be less than the budget which was submitted. However, they will get a special grant for a Model Cities Area Law Center and from these funds additional lawyers could be hired. As to the functions performed by the additional lawyers, this would have to be decided by the Model Cities Resident Policy Committee of the Central Area.

Recommendation

"Move the present Central Area Office (now located on the second floor of another building) to a more visible and accessible location for residents in the area"

The location of the present Legal Aid Office was discussed. The Law office location presently is on the second floor of a building far removed from the Opportunity Center and is not visible or accessible to residents. Because of the inaccessibility of the office, a lot of the area residents are not being serviced.

The Priorities Committee recommended to the Board of Trustees the following recommendations for the Legal Aid Services Program and to be a condition of the contract.

"That the Central neighborhood law office (now located on the second floor of the building adjacent to the Central Neighborhood Opportunity Center) be moved to a more visible and accessible location, preferably on the street level adjacent to the Central Neighborhood Opportunity Center"

That the Legal Aid Society in conjunction with the Council for Economic Opportunity Training Coordinator establish in-service-training sessions for all Outreach Workers covering the nature and scope of the services of the Legal Aid Program".

"That the attorney in charge of each law office or his representative in each center participate in the planning and coordination staff sessions".

Recommendation

"Establish an additional office in the Central Area to serve more of the volume of persons residing in the neighborhood (a suggested location being in the Upper East section of Cedar Avenue)." After a brief discussion concerning this recommendation, it was noted that the Legal Service Program would not be funded above the level of funding for Program Year "C" and therefore could not expand their program. It was suggested that an additional office may be opened as a part of the Model Cities Law Grant.

Recommendation

"Have VISTA lawyers to visit in the community to make known the availability of Legal Service to residents. This can be done by visits to the following: Churches, Schools, and organized groups working in the area as a means for additional publicity."

As a result of this recommendation, Mr. Hill asked if this was not being done. Mr. Whitlatch responded by saying that the Aides in the Legal Aid Service Program, as part of their functions are to inform the community. Mr. Hill stated that not only the Community Aides should inform the community but the lawyers also. It was recommended by the Priorities Committee to the Board of Trustees.

"That the attorney in charge of each neighborhood law office and particularly in Central make a concerted effort to get out in the community and inform the community organizations and groups of the services available through the Legal Aid Program and that this be a condition of funding the Legal Aid Service Program."

2. Glenville Proposal Review Committee Recommendations

Recommendation

The Priorities Committee spent considerable time discussing the Glenville Proposal Review Committee's recommendation, "that persons be hired to do door-to-door outreach type of job in order to reach and inform more residents". The Committee felt that this was the type of job that should be performed by the Outreach Staff of the Neighborhood Opportunity Center. The Council did not feel that there were sufficient funds available to have two outreach type of staff operating in both areas; particularly, when there is a great need for legal services in the neighborhood and the job of informing neighborhood residents about the services available through Legal Service could be performed by the existing Outreach Staff if they were fully informed themselves about the nature of the services offered by the Legal Aid Society.

As a result of this recommendation and the recommendations of other Proposal Review Committees, the Priorities Committee recommended to the Board that it be a condition of funding the Legal Aid Program." "That the Legal Society, in conjunction with the CEO Training Coordinator establish in-service training sessions for all Outreach Workers covering the nature and scope of the services of Legal Aid Program." The Committee expressed considerable concern over the Glenville Proposal Review Committee's recommendation. "That there be someone available in the offices at all times (during the working day) to give information, make appointments, etc." The Committee felt that such a situation was inexcusable, and did not feel that we should wait until the next Program Year to correct this situation.

As a result of this recommendation, the Priorities Committee has requested that the Grants-Management Department of the Council investigate this matter and inform Legal Aid that they are presently required to have someone in the office at all times to give information, make appointments, etc.

3. Kinsman Ad Hoc Proposal Review Committee

See statement under heading Head Start Child Development-Day Care Summer Head Start.

4. Hough Proposal Review Committee

Because the Council did not receive recommendations concerning the Legal Aid Service Program, Mr. Hill asked Mrs. Washington to inform the Hough Proposal Review Committee that in light of the fact that recommendations had been received from all other Target Areas, it did not seem fair to postpone the letting of the Council's contracts with the various Delegate Agencies until the Committee had made their recommendations. He also stated, that the Priorities Committee would accept any recommendations of the Committee at its next meeting and take what ever actions it could to see that those recommendations were implemented.

5. Tremont-Near West Side Proposal Review Committee Recommendations

Recommendation

"A satellite office is not to be opened unless the Community Opportunity Board is consulted on its location."

It was recommended by the Priorities Committee to the Board of Trustees that no neighborhood law office be opened or any existing office be relocated except with the written approval of the Community Opportunity Board or its successor, Neighborhood Corporation, and that this be made a condition of funding and a part of the contract.

Recommendation

"That the case load of the director of Legal Aid at each center be adjusted so that he can participate in center planning and activities".

After considerable discussion, it was noted that because the Legal Aid office is not a part of the centers and/or either adjacent or located near the center, that the attorney-in-charge of the law office in the target area did not participate in the coordination staff sessions. As a result of this recommendation, the Priorities Committee recommended to the Board of Trustees that the attorney in charge of each law office or his representative in each center participate in planning and coordination staff sessions and this should be a condition of the contract.

Recommendation

"Any case work counseling in the Legal Aid Program should be referred to the Community Information Service or to the proper agency."

At the meeting of the Priorities Committee on November 21, 1968 the above recommendation was brought out by the members. Questions were raised whether the Legal Aid program should have social workers as a part of their program. According to their budget for PY "D" they were asking to be funded for social workers. Because of the cut in the funding for PY "D" programs, this request has been turned down. They have been instructed to refer clients to the proper agency.

Recommendation

"The Board of Trustees of Legal Aid should relate to the Community Opportunity Board through their Legal Aid Director of the center. For example, the West Side Director of Legal Aid did not advise the COB that their seats on the Board of Trustees were unfilled. Therefore, the West Side has lacked the voice on the Board of Trustees of Legal Aid."

As a result of this recommendation, the Priorities Committee made a recommendation to the Board that not only should this be done in the Legal Aid program, but all the work programs funded through the Council and this is to be a part of the contract.

The Priorities Committee recommended that whenever a position on an Agency's Board or Advisory Committee which has been assigned to a representative selected by a COB or its successor, Neighborhood Corporation, becomes vacant, the program director shall notify (in writing) the president of the COB or its successor, Neighborhood Corporation and the NOC Directors that such a vacancy exists.

C. Recommendations Concerning Neighborhood Centers Project

1. Central Proposal Review Committee Recommendations

Recommendation

Mrs. Mabel Myers made a motion that the Neighborhood Opportunity Center Program be accepted as presented and that the Neighborhood Opportunity Center and the Resident Participation Program Staff begin making plans

for the possible formation of a local cooperation that would increase neighborhood control of Council for Economic Opportunities funds and activities in the area. Mrs. Willie Mae Askew seconded the motion. The Priorities Committee approved this recommendation.

2. Glenville Proposal Review Committee Recommendations

Recommendation

The Glenville Proposal Review Committee's recommendation "that orientation be fully given to the Neighborhood Corporation before taking over the running of the center" was recommended by the Priorities Committee as a condition of the Council operating the Neighborhood Center Program.

3. Kinsman Neighborhood Ad Hoc Committee

See Statement (under Heading-Head Start)

4. Hough Proposal Review Committee

See Statement (under Legal Services Heading)

5. Tremont-Near West Side Proposal Review Recommendations

Recommendation

"Outreach Workers be hired according to guidelines and that the requirement of residence and low-income be mandatory."

It was stated by a member of the Priorities Committee that there are some Outreach Workers who have been hired on the Outreach staff who should be investigated as to their eligibility as an employee. Two cases were cited where the eligibility requirements were questioned. Mr. Hill stated that because this was a condition of the contract, cases discovered should be an immediate dismissal; but, it must be brought to the attention of CEO with written notice and referred to the Grants Management Department staff specialist so that immediate action could be implemented.

The Priorities Committee recommended to the Board of Trustees "that all Outreach Workers hired be residents of the target areas served and from low-income households and this be a condition of the contract".

"That each and every Outreach Worker devote at least three-fourth time to door-to-door canvassing and out of the center active services to clients".

It was stated that because the Tremont Near West Side area is a highly transient area, a lot of residents were not being touched by the Outreach workers. After some discussion, the members of the committee felt that the Outreach Workers should periodically canvass the area. It was recommended by the Priorities Committee

to the Board of Trustees "that all Outreach Workers in the West Side Opportunity Center devote at least three-fourths of their time to door-to-door canvassing and out of the centeractive service to clients". This is to be a condition of the contract.

"That no case be held by the outreach program or any of its staff, including the supervisor, either personally or as an employee of NOC beyond two weeks without the written approval of the director. Such approval can only be given in very extreme and in unusual cases and only when other services do not exist to which this case can be referred. Such attempt at referral must be documented."

In accordance with the way the Outreach program was set up, questions were raised by members of the Priorities Committee as to the function of the Outreach workers. According to the proposal, the Outreach Workers main function was referral and not counseling. It was also stated that the Outreach Workers are doing more social work and they do not reach as many clients as they should. The Priorities Committee recommended to the Board of Trustees that no case be held by any Outreach Worker or Supervisor beyond the two weeks without the written approval of the NOC Director and that such approval be given only in unusual cases where there is no reasonable possibility of referral.

"Due to conflict existing within the center, the COB request a memorandum or directive from the administrative body of CEO spelling out the function of each director and staff for each agency and the function and authority of the center director. Also that advise be given as to the procedure for any complaints as to agency performance."

The Priorities Committee recommended that a memorandum or directive from the administrative body of CEO, spelling out the function of each director and staff for each agency and function and authority of the center director, be sent to the president of the Community Opportunity Board.

"That a weekly report be submitted by each program receiving CEO funding and housed in the center. This report is to be descriptive in nature and not statistical and the same is to be available to the COB upon request".

"To coordinate center services, all directors are to meet at least twice a month with the director of the center. The staff and director of each agency must hold an inter-staff meeting once a week with a report of same being submitted to the center Director."

The Priorities Committee recommended that the individual responsible for each of the services or programs located in the center shall be required, as a condition of funding or obtaining space in the center, to meet at least twice a month with the NOC Director. It was also recommended that a written narrative be submitted by each program receiving CEO funding and housed in the center twice a month.

"That the center director represent the center at all neighborhood meetings and staff members, whether aid or supervisor, may attend for enrichment purposes only."

After considerable discussion, the Priorities Committee members stated that because so many meetings are held in the area on the same night, it was impossible for the center director to attend all of the meetings. It was recommended that the center director or some members of his staff should be at community meetings and whenever possible the center director should attend.

E. CEO Staff Recommendations Concerning the Neighborhood Centers Projects

Mr. William C. Whitlatch presented the recommendations for the staff of CEO.

Mr. Whitlatch read the staff recommendations to the Priorities Committee members.

After considerable discussion on these recommendations and with the deletion of one of the recommendations the Priorities Committee recommended to the Board of Trustees for its approval the following recommendations:

"That the contract with GCNCA be made on a center-by-center basis and subject to termination upon thirty days notice by the Council of its recognition of a Neighborhood Corporation. At such time, GCNCA's contract for providing the Resident Participation in the center shall be terminated and the remaining funds allocated to staffing the Resident Participation Program in that center shall be transferred to the Neighborhood Corporation".

"That in delegating the staffing of the Resident Participation Program to GCNCA, it be understood and agreed to by GCNCA that the NOC Directors shall have administrative supervision to the activities of the Resident Participation staff in his center and that the NOC Director be completely informed about any changes in personnel prior to changes taking place".

"That a copy of all delegate agency contracts be forwarded to each NOC Director to be kept on file in his office and available for review by any interested party".

"That the Outreach, CIS, and Resident Participation Program be consolidated into a single unit, under the day-to-day administrative responsibility of the NOC Director."

"That the Center Director shall be included in all chains of decisions and appeals regarding delegate agency employees."

"That the structure of the consolidation would be tailored by the Center Director in relation to the needs and realities of each individual center."

"That the NOC Director shall have the authority, subject to the approval of the COB or its successor, Neighborhood Corporation, to reject any specific delegate agency employee whose presence in the center he feels would be detrimental to the overall operation of the center."

"That whenever a position on an agency Board or Advisory Committee which has been assigned to a representative selected by a COB or its successor, Neighborhood Corporation, becomes vacant, the program director shall notify, in writing, the President of the COB or its successor, Neighborhood Corporation and the NOC Director that such a vacancy exists.

III. REVIEW OF COUNCIL'S APPLICATION FOR A MODEL CITIES PLANNING DEVELOPED PROGRAM, PA-03

Mr. Whitlatch explained that Office of Economic Opportunity has made available to the Council for Economic Opportunities, \$40,000 "to enhance the capabilities of Council for Economic Opportunities to be an effective partner and participant in the Model Cities Program". Mr. Hill said that he had heard that this money was to be used exclusively for the Model Cities Program and questioned whether there were any flexibility in the use of these funds. Mr. Whitlatch said that in the letter that Council had received from the Office of Economic Opportunity's Regional Office, money could be used in any manner which Council for Economic Opportunities determined which enhanced its capabilities would be an effective partner and participant in the Model Cities Program.

Mrs. Ross said that it had been stated at the Resident's Drafting Committee Meeting the previous evening that CEO had \$40,000 to spend on the Model Cities Program and that \$15,000 of that amount was to go to cover staff. Mr. Whitlatch replied that the Council's Staff had prepared a program which had been sent out for their review. Basically this Program involves:

- A. \$15,000 to cover the salary and secretarial support for the Model Cities Planning Coordinator. This individual will be responsible for assisting the City's Demonstration Agency and the Resident's Policy Committee in their planning efforts related to the present and possible future programs funded through CEO in the Model Cities area.
- B. \$25,000 to support the activities of the Resident's Policy Committee. These funds will be made available upon receipt by the Priorities Committee of a program developed by the Residents Policy Committee to discuss this matter as soon as possible. Mr. Hill said that the one million dollars "glue" money that he presently has available is being sought by many other programs and he does not know if he can hold on to it until July 1.

After some discussion the Communittee agreed that a joint meeting with the Citizens Participation Committee should be held as soon as possible in order to clarify the prospective roles of the Citizens Participation Committee and the Priorities Committee with respect

to the new Neighborhood Corporation as well as to establish a a timetable and place these corporations into operation. The committee requested staff to arrange a meeting during the week of February 24 through the 28. Most of the members of the Committee preferred a meeting on Thursday, February 27, and requested staff to arrange a meeting for that date.

IV. PLANNING ASSISTANCE TO NEIGHBORHOOD GROUPS

Mr. Whitlatch said that over the past year, the Council's Planning staff has received many requests for assistance from Neighborhood Groups because of the demands placed upon the staffs time, the planning department would like guidance from the committee as to which Neighborhood Groups should receive priority assistance. After considerable discussion, the committee agreed that while the planning staff should seek means to supply all Neighborhood Groups with worthwhile projects, the planning department should give priority assistance to the Community Opportunity Boards and the merging Neighborhood Corporation, well as Neighborhood Groups refer to it by the above mentioned groups and the Model Cities Executive Committee.

Mr. Hill asked whether or not the proposal developed with the Resident's Policy Committee would also have to be approved by the Model Cities Executive Committee. Mr. Whitlatch said that all was required according to the proposal that the staff had developed was that the program be approved by the Resident's Policy Committee before funds would be released by CEO. Mrs. Ross said that as a result of the drafted committee negotiations with the Cities, all members of the Resident's Policy Committee are now members of the Executive Committee. Mr. Hill said that since the Resident's Policy Committee controls a majority of the votes on the Executive Committee, he felt that it would be advisable for the program developed by the Resident's Policy Committee would be approved by both the Resident's Policy Committee and the Executive Committee.

Mrs. Ross moved, and Mrs. George seconded that the Priorities Committee recommend to the Board of Trustees that the Model Cities Planning Development Program developed by the staff of CEO and its request for Federal assistance in the amount of \$40,000 be approved by the Board of Trustees according to the work program reviewed by the Priorities Committee at its February 13, meeting and subject to the condition that the proposal prepared by the City and the Resident's Policy Committee for the use of \$25,000 to support the activities of the Resident's Policy Committee, be approved by both the Resident's Policy Committee and the Executive Committee of the Model Cities Program.

V. JOINT MEETINGS WITH THE CITIZENS PARTICIPATION COMMITTEE

Mr. Hill again raised his concern about CEO's timetable for establishing Neighborhood Corporation. He said that he felt that July 1, was to long to wait to start the Neighborhood Corporation and he hoped that the Priorities Committee might meet with the Citizens Participation Committee

VI FUNCTIONS OF PRIORITIES COMMITTEE

Mrs. Colub recommended that they all study these functions and "hash" it out at one meeting.

VII ADJOURNMENT

The meeting was adjourned at 10:15 by the Chairman, Mr. David Hill.

VIII. ADDITIONAL COMMENTS

Mr. Whitlatch said that the Older Clevelanders Program which the Priorities Committee approved had been given favorable consideration by Chicago and hopes that funds will be available for this program budget.

Respectfully Submitted By:

Mrs. Mitzie Washington
Neighborhood Assistant Planner

MW:WCH/pi

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND

1350 West Third Street
Cleveland, Ohio 44113

BOARD OF TRUSTEES

MINUTES

Regular Meeting
February 19, 1969

ATTENDANCE:

Mr. Harold E. Boehm, Presiding

James H. Bell	Mrs. Helen Golub	Mrs. Louise Mitchell
Mrs. Hilda Burgos	Paul B. Hamilton	Rev. Robert V. Parks
Charles V. Carr	David G. Hill	Mrs. Rose Ross
Mrs. Samella Carroll	Dr. Donald G. Jacobs	Mrs. Edwardina Riggans
George M. Edwards	Rev. W. Arthur Lemon	Rev. Roger S. Shoup
Mrs. Laura George	Miss Edith McIntosh	Mrs. Lillian Wilcox
		Mrs. Gwendolyn Wise

- I. The Regular Meeting of the Board of Trustees of the Council for Economic Opportunities in Greater Cleveland was called to order by Harold E. Boehm, Chairman of the Nominating Committee at 7:49 p. m. on Wednesday, February 19, 1969, in the Glenville Neighborhood Opportunity Center, 1073 East 105 Street. Mr. Boehm was presiding due to the absence of the Chairman, Mayor Carl B. Stokes, and the Vice Chairman, Rev. Emanuel S. Branch, Jr.
- II. The Minutes of the last Regular Meeting of January 15, 1969 were approved as mailed.
- III. There was no correspondence.
- IV. Report of the Executive Director

Ralph W. Findley, Executive Director, began his report by expressing a note of gratitude to Mr. Elbert Ebbs, Director of the Glenville Neighborhood Opportunity Center, and the Community Opportunity Board for allowing the Board to hold its meeting there. He thought it well to convene the Board meetings in the centers so that all might see what they have. He expressed gratitude to Mrs. Madeline Cargill, who was the center director when the building first opened (formerly Mantel's Furniture Store). Upon request from the residents,

this location was secured and located within the building complex are Legal Aid and County Welfare. Mrs. Cargill has been moved to the main office as Coordinator of the Community Relations Department. Having served with the Urban League as Public Information Officer, and as a center director, she has the kind of expertise her new position calls for. Mr. Ebbs was asked to say a few words as host center director.

Mr. Ebbs extended a welcome to the members of the Board and stated that this had been the first time something like this had happened in the target area; he thanked the residents for coming to the meeting. Some had never attended a meeting like this and it should be something from which they will all benefit. He made note of several agencies that are currently housed within the building and stated that efforts were being made to unite them into one family. In the past, it had been an individual thing--very little collation--but with the new concept, an attempt is being made to pull together where everyone will operate as a unit. Some of things that will be involved (including the individual contact basis) will be organizational kinds of work; and, in view of this fact, there will be a blending of these types of activities. Mr. Ebbs further stated that in the past, the Outreach Counselors have helped people who had practically no chance and they had achieved good results.

Director Findley again extended an invitation to the Board members to drop into the centers to see first hand what was going on and mentioned that he was proud of the people in the Glenville Opportunity Center. He announced two forthcoming meetings: (1) The Open House of the Parent Child Center on Lexington, to be held on Monday, February 24, 1969. This is one of OEO's unique programs for children three years old and under. This is a demonstration project and we are very proud that Cleveland was chosen as one of the cities, and that this center was planned and developed without delay. (2) The Health and Welfare Institute of the Welfare Federation to be held on Tuesday, March 11, 1969.

Director Findley stated that this had been a very eventful day for the President made his report to Congress as to his position on the status of OEO. He further stated that people had been calling in and saying that CEO had only two or three more months to exist, but in spite of these outside speculations, the staff had chosen to stay. He mentioned that this was the kind of expertise in the office that he was proud to work with and a personal pledge was given that they would stay on with CEO. Mr. Findley said that CEO had also received a telegram that afternoon which he asked Mr. Martin to convey.

Mr. Martin stated that in his opinion the telegram was memorable enough to read in its entirety. This program for the first time has brought people in the community into policy making roles and the program will continue. The telegram comes from the office of Bertram Harding, Acting Director of the Office of Economic Opportunity and contains the following six points:

1. OEO will continue under the name and within the Executive Office of the President, and the President will propose to Congress that OEO's authorization and appropriations will be extended for one year to June 30, 1970.
2. Later this year, the President will send to Congress a comprehensive proposal for the future of the poverty program which he will propose to become effective by July 1, 1970.
3. Head Start will be delegated to the Office of the Secretary, the Department of Health, Education and Welfare, effective July 1, 1969.
4. Job Corps will be delegated to the Department of Labor, effective July 1, 1969, with the Departments of Interior and Agriculture retaining operating responsibility for conservation centers.
5. Preparation will be made for the eventual transfer of Comprehensive Health Care and the Foster Grandparent Program to HEW.
6. The "vital" Community Action Program will be pressed forward and Community Action Agencies will continue to be involved in the operation of programs at the local level even though such programs may be delegated to other departments on the national level.

Mr. Martin said that all OEO employees, the operators of our programs, operators in the field, and the people served by the program, have been waiting with anticipation for the new administration to make clear its policy. Now that it is before us, considerable satisfaction can be taken from the recognition of OEO's value over the past four and one half years, and of the job yet to be done.

As the President stated: "From the experience of OEO, we have learned the value of having in the federal government an agency whose special concern is the poor. We have learned the need for flexibility, responsiveness and continuing innovation. We have learned the need for management effectiveness." In referring to the delegation of Head Start and the Job Corps, the President said: "OEO's greatest value is as an initiating agency, devising programs to help the poor and serving as an incubator for these programs during their initial experimental phases. One of our aims is to free OEO to perform these functions more effectively by providing for a greater concentration of its energies on its innovative role."

While the President has now presented his views regarding our future, there still remain difficult months ahead as CEO seeks to implement the administrative changes the President wishes, as Congress performs its legislative function, and at the same time as this program carries out its responsibilities to the poor. There will be of course, questions for which we do not yet have the answers. Therefore, all OEO employees are called upon to continue to cooperate to the fullest extent with the agency officials and with the administration in order to effect a smooth transition into our future role. For those employees in the Head Start and Job Corps Programs who will be affected by delegation to other departments, they are assured that all rights will be fully protected and that the performance of all has been commendable during these uncertain times. The fact that the primary mission has been carried out without complaint or internal disruption, is a tribute to our dedication. Meanwhile, in planning for the future, the challenge in the President's statement to apply the lessons we have learned, must be accepted--the failures as well as the successes.

As the President stated: "The men and women who will be valued most in this administration will be those who will understand that not every experiment succeeds who do not cover up failures, but rather lay open problems, frankly and constructively so that next time, we will know how to do better." Mr. Martin continued with a comment on a local basis stating that the telegram reaffirms that CEO will continue to be the vital coordinating and focal point for the Head Start Program. There was some concern that Head Start would be spun off to the Department of Education, but CEO is proud that the President saw enough success in the program to continue it.

Mr. Findley stated that the funding year ended January 31, 1969, but CEO is assured of funding through January 1970 and with the President's message, through January 1971. The program year is closing with almost no unspent funds. He asked the Board of Trustees to work with us on getting our funds for the new program year without the usual delay.

Mr. Findley reported that the Mayor's Council on Youth Opportunity would be funded this year by the Economic Development Administration, but are being carried by this office out of OEO funds until their funds become available. There is a grant of \$40,000 for the Project Care Program, a program involving senior citizens. Mr. Findley reported on the extension of the Youth Employment Program which was continued for the first time through January 31, 1969. It was planned to have 360 youngsters working after school, but actual participation was 504--with only 20 dropping out of the program. This program served the young people that the Neighborhood Youth Corps could not serve. Our figures show that there were 411, fourteen year olds; 85, fifteen year olds; and eight, 16 year olds--these were the same ages as the participants in the Summer YEP Program. There were 291 male and 213 female. The Arts and Crafts Program will continue even though the YEP Program is closed.

Mr. Findley asked Mr. David Walker to give a report on the all day session (Staff Seminar) that was held at Gwinn Estate on January 23, 1969. Because of our "open door policy" in the office, the staff was taken away from the office for this all day session to assess where we were and our plans for the immediate future to improve program effectiveness. This proved a very profitable meeting.

Mr. Walker stated that as an agency where we are dealing with programs that are unique, that as a staff we must address ourselves to the need for training. Our Training Coordinator, Mrs. Norma Wisor, comes from the OEO National Office and before that served with a CAP agency. Through her assistance, a full day session at Gwinn Estate was arranged and the cost did not come from any OEO funds. It was the first time such a session had been held at CEO and it included all Department Heads, NOC Directors, program staff, and management staff. The morning session started at 9:30 a.m. and lasted until 12:00 Noon; this session was split into two groups. In the afternoon session the two groups were combined and arranged in a circle where there was a very good unstructured, informal discussion. Dr. James A. Norton addressed the group during the lunch break. His topic was centered around our mission, how CEO as an agency first began and what those early days were like. During the dinner hour, there was an address by Dr. William Nagle, Director of the Urban Affairs Institute of Cleveland State University. His message also centered around our mission in part.

Mr. Walker further stated that the purpose of this seminar was an attempt to lay out a six month plan for CEO. The group addressed themselves to the importance of priorities, the Neighborhood Centers Program, the development of Neighborhood Corporations, and what this move would mean to other staff involved in terms of binding together as one family. Not having the benefits of the announcement made by the President, Mr. Walker felt the results of the session were positive indeed. The main results of the session were, first

of all, pulling together the staff; there were a lot of new staff members, which made it possible to get a better view of everyone's function. Secondly, everyone had an opportunity to express their opinions, giving a pretty clear picture of how everyone stands. As a final note, Mr. Walker said that there were some suggestions for planning a Board seminar. Everyone will be looked to for their ideas.

Director Findley stated that CEO had developed a kind of expertise in the area of management effectiveness of our program. The Management Information Report (which was discussed at the last Board meeting) is a fine example of such effectiveness. There had been a call from Washington saying that this was a very good report and the person responsible for it was to come to Washington next week to serve as a consultant. At this point, Mr. Martin was asked to say a few words about Day Care and an audit that is going on at CEO.

Mr. Martin began by saying that program management is an ongoing process; there must be staff in the field reviewing the agencies we are involved with, and for which we are responsible to the Board. There are 19 individual Day Care Agencies and they were reviewed before receiving any funds. Peat, Marwick and Mitchell is the auditing firm responsible for the CEO audit for the program year ending January 31, 1969. Mr. Elmer Whiting had the contract for the audit of all delegate programs of the Council. They will prepare a CPA's report for last years program to be reviewed by the Management Committee.

Mr. Martin further stated that the Finance Department, under the direction of George Findlay, and the Grants-Management Department, under the direction of Joseph Hartz, has done a fine job relative to the type of management the Council has maintained. Mr. Nixon's administration will be particularly looking for cases of mismanagement. We do have the capability to manage programs and in the past, have done good work without being embarrassed by someone uncovering mismanagement. Continuing, Mr. Martin stated that Day Care has been the product of Cleveland and Cuyahoga County. CEO was given responsibility for 19 Day Care Centers, 11 of these were supported by County Welfare and Title V which was phased out on October 31, 1968. CEO is indebted to the City and County for their continuing support and money which will sustain this program. Mr. Boehm commented that these are the things we like to hear; and part of our responsibility as Trustees is to see that money is handled correctly. He opened the house for questions:

Mr. Bell wanted to know the extent to which CEO is now funded. Mr. Findley said that the funded level had been given for the year through January 1970 and CEO must ask the cooperation of the Regional Office to get our letters of credit, to us without delay. Mr. Bell asked if the new Presidential administration will effect the letter of credit and whether any change was anticipated; no was the reply to both questions.

Mr. Carr asked if the message in the telegram called for different management on the local level. Mr. Findley stated that Head Start will be delegated to HEW with other programs remaining the same. CEO will continue the role locally. Mr. Hill asked what the present level of funding was for CEO, to which it was replied that for the program year beginning February 1st, the level is almost \$6 Million.

V. Committee Reports

Rev. Roger S. Shoup, Chairman of the Community Participation Committee stated that his committee met on February 4, 1969 and discussed the differences between "corporations" and "associations" in terms of neighborhood controlled operations. Mrs. Ruth Stromberg, Assistant Law Director for the City of Cleveland, defined the differences between these two terms. Following that, a letter was introduced from Mrs. Falkowski in which she listed several objections to a meeting held in that area. The committee delegated three members (Rev. Shoup, Mrs. Carroll, and Rev. LeMon) to meet with Director Findley and Mr. Walker to draw up some recommendations. Rev. Shoup said that the committee then moved on to discuss a resolution that ADC payments be brought up to the 1969 requirements. This resolution was sent to the Board and they acted favorably. Rev. Shoup announced a brief meeting of the Community Participation Committee following the Board meeting to act on the recommendations that resulted from the Sub-Committee meeting.

Mr. Boehm asked if there were any questions on the Community Participation Committee's report. Mr. Hill asked if the recommendations of the Sub-Committee would be heard at the next Board meeting. Rev. Shoup said that the only way it would come before the Board would be if it were not approved by the Community Participation Committee. Mr. Hill stated that if a group that is going to be the representative body for the neighborhood is to be recognized, it should be done by the whole Board. The final resolution should be a Board decision. Mr. Bell suggested that the Board might be interested in staying for the Community Participation Committee's meeting following--it would be fitting for the Board to hear.

Mr. Hamilton wanted to know if there was any possibility of having complete representation of all groups in this decision about the West Side to which it was replied yes. Rev. Parks stated that it was his understanding that the final decision was left up to the Community Participation Committee and the Community Opportunity Board. In an attempt to answer Rev. Parks, Rev. Shoup read the following statement from the Guidelines for Corporation Development:

In order to minimize confusion and delay, the CEO Board of Trustees shall, for Program Year "D" (1969) delegate to the Community Participation Committee the authority to concur in the determination of readiness for each Neighborhood Corporation. The recommendation for readiness shall be made by the Deputy Director of CEO for the final concurrence of the Community Participation Committee. This committee shall use the steps enumerated in the conditions set forth in this section as their criteria.

Rev. Shoup stated that what the Board has done to his understanding, is give the Community Participation Committee the authority to make these kinds of decisions. Mr. Boehm stated that if the Community Participation Committee should decide they wanted the decision of the Board, it is their privilege to do so. Rev. Parks mentioned the fact that if we have to come to the Board for decisions, what is the need for attending committee meetings. Mr. Hill mentioned the fact that he had requested a joint meeting with the Priorities Committee and the Community Participation Committee, and his reason for doing so was because the Priorities Committee will have the responsibility for distributing funds; and in his opinion, these kinds of decisions are important enough for the attention of the full Board.

Mrs. Golub wanted to know where the priority of the Community Opportunity Boards would be in this matter. Rev. Parks felt that Neighborhood Corporations should have the last word about this type of concern. He also stated that the people have never had this kind of power in the past. Mrs. Wise thought that the COB should be called on to see what they say. She asked if there was representation from all five areas on the Committee. It was replied that there was not and Mrs. Wise said that there should be a voice from all areas before any decision is made.

Mr. Carr asked if a Trustee could delegate his authority to a Sub-Committee to act for it? It would seem that they would report back for full confirmation. If there is a resolution before a Sub-Committee, they can make recommendations. Mr. Boehm stated that in his estimation, whatever the Board delegates can be undelegated. Mrs. Carroll asked where this agreement came from and when was this decision made and approved by the Board? Rev. Shoup stated that it was delegated to this committee in the December meeting of the Board.

Rev. Jacobs stated that it is the privilege of the Board to change the rules from time to time, but then asked why this delegation was made in the first place.

Rev. Shoup answered by referring back to the Guidelines for Corporation Development, "in order to minimize confusion and delay." Rev. Shoup assured the Board that he was not trying to stop them from having a voice, and as his committee calls meetings, all members of the Board may be present. Mr. Boehm said that once guidelines are set up, it is hard to foresee all the things that might occur and since there is a lot of concern from the Board, he asked Rev. Shoup if it would be necessary for the entire Board to meet with the Community Participation Committee to make recommendations. Rev. Shoup said that he would cooperate with any decision made by the Board. If they want to sit in on all meetings, this was fine. Mr. Hill felt that if recommendations for distribution of funds have to come before the Board, so should all recommendations.

Mr. Bell stated that no Sub-Committee that is a part of the Board can assume the rights of the governing board. All activities and findings must be reported back to that governing board. Mr. Boehm stated that the majority of the Board wanted the committee to report back; therefore, he requested a motion to this effect. Mr. Bell moved and Mrs. Wise seconded that all committees of the Board which pursue any course of action, must report back to the Board for full approval. Rev. Shoup voted contrary--the motion was carried.

Due to the absence of Rev. Branch, Chairman of the Management Committee, Mr. Martin read the report of the Management Committee.

The Management Committee has read and reviewed both the new Personnel Policies and Procedures Code for the Council for Economic Opportunities and the Personnel Policies for Delegate Agencies. These are a very needed updating of the procedures adopted by the Council in 1966. The six major results from this revision are:

1. The precise definition of hiring procedures;
2. The uniformity of grievance procedures;
3. The statements of promoting non-professional staff through release time for education and training;
4. The explicit rulings on direct participation;
5. The creation of an evaluation system of all employees which not only rates skills, but outlines a supervisors future plans for the employee;
6. The uniformity of all the personnel procedures between every delegate agency.

It was the judgment of the Management Committee in adopting these policies that the conflicts and contradictions found in the past will no longer have a lack of direction in solving whatever problems may arise.

The Management Committee has recognized these Personnel Policies as being adopted and has so charged that they be printed and distributed to all Board members, staff, and delegate agencies.

Mr. Bell asked what the recommendation of the Management Committee was? Mr. Martin stated that it was to advise that they review and update our Personnel Policy Code, and that they be printed and distributed to the Board. Mr. Carr asked when these would be presented to the Board for approval? Mr. Martin said that the Management Committee had the responsibility for approving Personnel Policies of the agency. It was asked that the edition of the code be sent to all Board members. It was moved by Mr. Carr and seconded by Mr. Hill that this be done.

Mr. David Hill, Chairman of the Priorities Committee proceeded with the Priorities Committee Report. He stated that his committee met twice and at each meeting there was not a quorum. The members who attended the meetings made the following recommendations, which should have been received in the mail in the form of a memo. It was recommended that the Board give authority to the Executive Director to enter into contracts for Head Start as outlined in the memo. The conditions set forth were received from the COB's. Secondly, the committee recommends the adoption of the Council's Model Cities Planning Development Program and its request for federal assistance (\$40,000) according to the Work Program and budget reviewed by the Priorities Committee at its February 13th meeting - (a) \$15,000 to cover the salary and secretarial support for the Model Cities Coordinator; (b) \$25,000 to support the activities of the Resident's Policy Committee. Continuing, Mr. Hill said that the committee recommended that the Planning Department give assistance to neighborhood groups recommended by the COB. Finally, the committee requested a joint meeting between the Community Participation Committee and the Priorities Committee on either February 25 or 26, 1969.

Mr. Carr moved that the Priorities Committee Report be accepted and it was seconded by Mrs. Wise. In discussion, Mr. Bell asked if the \$15,000 and \$25,000 would be a part of the total Model Cities grant. It was said that it would not, this was extra money. Mr. Hill stated that the program would be run under Mr. Henry Doll along with a resident board and the Model Cities Executive Committee. The motion carried.

VI. NEW BUSINESS

Mr. Hill moved that the Nominating Committee add some young people to the Board. When going about our planning, we could use young people and the Nominating Committee should consider the feasibility of adding young people in the vacancies. The motion was seconded by Rev. Parks. The motion was carried.

Rev. Shoup stated that the Chicago office expressed an interest to call a Poor People's Convention in Chicago, but there had been no word from them; therefore, he moved that the Director, on behalf of the Board, call Chicago to find out the status of the convention, and if in fact, it would be held. The motion was seconded by Dr. Jacobs. The motion was carried.

Rev. Shoup called to the Boards attention that according to the By-Laws, time should be allowed for resident discussion. Mr. Charles Nelson stated that he was very glad to attend a meeting like this and that he planned in the future to attend all meetings in the community. He said he would be glad to do anything he could in the community. Mrs. Pauline Timm commented on the West Side situation and asked if the legality of the meeting was questioned? Rev. Shoup stated that there were four points of contention and basic objections to the meeting. Mrs. Timm asked if the COB had guidelines on how to conduct their meetings. She said that the wise ^{thing} to do would have been to call the meeting off, but no one was big enough to give it another chance. It was asked if the Community Participation Committee was going to give a verdict on the West Side-Tremont matter and it was replied yes.

Mr. John T. Spires said that there seemed to be a communication gap between the Board. He suggested that greater effort be made to publicize the meetings and stated that more Board members should attend meetings. Mr. Boehm felt that Mr. Spires observations were very astute and it was planned that something would be done about the communication gap.

VII. Adjournment

The meeting was adjourned at approximately 9:50 p. m.

Respectfully submitted,

Mrs. Helen Golub
Secretary

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

PRIORITIES COMMITTEE & CITIZENS PARTICIPATION COMMITTEE
March 14, 1969
1:00 p.m.

M I N U T E S

ATTENDANCE

Priorities Committee

Mr. David G. Hill, Chairman
Mr. Wendell Erwin
Mrs. Laura George
Mrs. Rose Ross
Mrs. Lillian Wilcox

Citizens Participation

Rev. Roger Shoup, Chairman
Mr. James Bell
Mr. George Edwards
Mr. Richard Green
Dr. Donald Jacobs
Miss Edith McIntosh
Mrs. Josephine Walker

STAFF

Mr. Wendell Atkinson
Mr. Ralph W. Findley
Mr. Donald L. Martin
Mr. Joseph W. McGreal
Mr. David A. Walker
Mrs. Cornelia Washington
Mr. William C. Whitlatch
Mrs. Norma Wisor

I. **INTRODUCTION**

The meeting was called to order at 1:20 p.m. The purpose of this meeting was to discuss the roles which each committee would play in the transfer of the Neighborhood Center Program to Neighborhood Based Corporations, the procedures that would be followed, and the timetable for said transfer.

II. **DISCUSSION**

Mr. Hill began by asking for a consensus of the Priorities Committee members regarding a quorum. He felt that regardless of how many people show up for a meeting, if they are duly notified, then the number that show up automatically represent a quorum for the purposes of making recommendations to the Board. He stated that out of the five Priorities Committee meetings held, there has not been a quorum at four of them. Mrs. George moved and Mr. Erwin seconded that the committee accept this recommendation regarding a quorum.

Rev. Shoup proposed the same recommendation to the Citizens Participation Committee and they approved.

Mr. Hill further re-emphasized the point of moving fast to obtain Cleveland NOW Funds. He stated that there are many requests for money and he is not sure how much longer the money will last. He stated that the money has been earmarked for Neighborhood Multi-Service Centers.

III. DISCUSSION ON THE STATUS OF THE FORMING OF NEIGHBORHOOD CORPORATIONS

Rev. Shoup explained that a crucial period is on in the West Side. Glenville is fairly well along; Hough is just getting started with the process; Central has not made much progress. Mr. Walker stated that we can expect some action from the Central Community Opportunity Board in terms of setting up a convention and the same in Kinsman. Mr. Walker re-emphasized the crucial nature of the West Side situation. He stated that he hopes this will serve as a learning situation for the other communities so that they will not have to experience the same thing.

Mr. Edwards reported on the meeting in Glenville. He stated that the final motion of the meeting was that the code be adopted with the necessary corrections.

Mr. Hill asked if the Citizens Participation Committee had reached any conclusions about the new organization in Glenville. Rev. Shoup stated that as it presently stands with the ruling from the Board at the last meeting, he feels that there is no point in this coming to the committee. He feels that this should be brought to the attention of the Board and let them make the determination. He stated that the people from Glenville should ask for a chance at the next Board meeting.

Mr. Bell stated that he felt that a committee could not be the last word on any given subject. He made a motion that the committee would do the research and make recommendations to the Board. He thought this was the duties and serviced rendered by the Committee.

Rev. Shoup stated that he does not see the function of the Citizens Participation Committee regarding the Neighborhood Corporation. Prior to the last meeting, it was their function to make determinations at five points before they were returned to the Board, and then they were returned to the Board for the final action. As a result of the action of the last Board meeting, he felt that they would stop at each point and get approval from the Board. He also mentioned the West Side situation. He stated that he objects to having to listen to the same situation twice.

Mr. Edwards stated that he felt that as long as the committee is functioning according to the guidelines, he feels this is alright. The committee would make recommendations as to which organization should be recognized and act on that recommendation.

Mr. Hill stated that it was up to the Citizens Participation committee to determine when the group is ready to assume responsibility and bring the total package back to the Board.

Mrs. George stated that the residents of Glenville are looking to the Citizens Participation Committee to give them guidelines to form the corporation and when they have completed the steps, then the Citizens Participation Committee could make the recommendations to the Board. She stated they do not want the Committee to come into the community and tell them what to do.

Dr. Jacobs asked what could be done about the Glenville situation? Rev. Shoup stated that there should be a committee meeting of the Citizens Participation Committee to settle the problem of Glenville and the West Side.

Mr. Hill recommended that the two committees -- Priorities Committee and Citizens Participation Committee -- work together and after a conclusion had been reached concerning the readiness of a particular core group to become the Neighborhood Corporation, then the recommendation of the two committees should be brought to the Board.

Mr. Erwin asked if certain funds in the Cleveland NOW project had been allocated for use? Mr. Hill stated that the Mayor has indicated that he would like to see 10 Multi-Service Centers operating throughout the City. The Day Care money has been exhausted. He stated that there are some tentative commitments regarding money, but we must move fast.

Mr. Erwin made a motion that the committees recommend to the Board of Trustees that we send a resolution to the Mayor stating our feelings for the urgency for which Cleveland NOW Funds were allocated remain and request that the Mayor and the Growth Association use their influence to see that these funds are kept available for the Neighborhood Corporations. The motion was seconded.

Dr. Jacobs asked if it will be possible to have a call meeting of the Board in order to move as quickly as possible in establishing Neighborhood Corporations. Mr. Erwin stated that we should notify the Board that we are prepared to request call meetings, so that we can get approval for the Neighborhood Corporations in order to get the program going.

Rev. Shoup asked if there is any way we can take another look at what determines a quorum of the full Board. Mr. Martin stated that OEO regulations require a majority of the Board. However, if we have less than a quorum willing to make a report and have a Board to hold or confirm the action taken, we can expedite this.

It was agreed that as soon as there is a recommendation from the Citizens Participation Committee, the Priorities Committee will have a meeting regarding the allocation of funds.

There being no further business, the meeting adjourned at 2:05 p.m.

RESPECTFULLY SUBMITTED,

WILLIAM C. WHITLATCH
Director of Planning

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

PRIORITIES COMMITTEE
April 8, 1969
7:15 p.m.

MINUTES

ATTENDANCE:

Mr. David G. Hill, Chairman

Mr. Wendell Erwin
Mrs. Laura George
Mrs. Helen Golub
Rev. Robert Parks
Mr. Spezzaferro (For E.F. Burns)
Mrs. Gwendolyn Wise

STAFF:

Mr. Ralph W. Findley

Mr. Donald Martin
Mr. Jim Billups
Mr. Robert Garnett
Mr. Joseph McGreal
Mr. James Ridella
Mrs. Cornelia Washington

Guest: Rev. Emanuel S. Branch, Jr.

I. INTRODUCTION

The meeting was called to order at 7:15 p.m. by David G. Hill, Chairman. Attendance was taken and those present introduced themselves. Mr. Hill explained to Mr. Spezzaferro that no provision existed for proxy voting in the by-laws and that he could take part in the discussion but not vote.

II. DISCUSSION

The meeting started with Mr. Billups explaining the Youth Employment Program (YEP) proposal. Mr. Billups presented a general outline of the program and indicated how the program is to be expanded.

Rev. Parks asked what Mr. Billups meant when he said that the participants would receive meaningful employment. Mr. Billups said that the every attempt would be made to acquire job sites at which the participants could develop skills which they now possess or acquire new skills.

Mr. Spezzaferro asked how many participants were expected. Mr. Billups said that 2,000 14-16 year olds would be employed during the summer for 10 weeks, 20 hours a week, and a minimum of 210 in the fall and winter, 10 hours a week.

Rev. Parks asked if the Youth Employment Program would conflict with the Neighborhood Youth Corps program. Mr. Billups said that it would not. Mr. Martin indicated that the purpose of YEP was to fill the gap left by NYC since younger participants would be provided jobs.

Mrs. Golub asked if recruitment would be improved. Mr. Billups said that recruitment would be improved as a result of de-centralizing the process and starting earlier than in the past. Mr. Billups indicated that the recruitment efforts would be handled on a target area basis and that this should provide more control over the process than in a centralized effort.

Mrs. Golub asked how YEP would be publicized and if the participation of the schools would be improved. She commented that some schools on the West Side handled recruitment inefficiently. Mr. Billups said that the program was well known because it had been in operation four years. He stated that de-centralized operation would provide the staff with a greater opportunity to establish improved recruitment procedures in the schools.

Rev. Parks asked if better supervisors would be employed this year indicating that deficient supervision in the past resulted in some persons being paid who did not attend work sites. He stated that this was detrimental rather than beneficial to the youth because they were getting something for nothing. Mr. Billups said that inadequate supervision had previously resulted from the late hiring of supervisors which did not permit adequate screening of applicants and did not allow enough time for those hired to develop a method for handling problems. He stated that assistant supervisors would be hired for the summer portion of the program with supervisory responsibility going to the Neighborhood Opportunity Centers for the remainder of the program. The supervisory functions being in addition to the on-site supervision provided by the employer.

Mr. Spezzaferro asked what the criteria for participation are. Mr. Billups said that participants must be 14 to 16 years old, in school, and reside in target areas but that the choice from those meeting these criteria would be decided by each Neighborhood Opportunity Center.

Mr. Hill asked for the number of job developers. Mr. Billups said there would be five.

Mr. Hill asked if job recruitment would be on an area or city-wide basis. Mr. Billups said on an area basis.

Mr. Hill asked what kind of jobs would be acquired for 14-16 year olds if janitorial work was to be excluded. Mr. Billups said that every effort would be made to get as many non-janitorial positions as possible; e.g., library aide, kitchen aide, and clerical aide, but that there undoubtedly would be some janitorial positions.

Mr. Hill asked if the YEP was being coordinated with the other programs developing job sites, e.g., the National Alliance of Businessmen's employment program which is doing this in the public and private sectors. Mr. Martin said that NAB should not be developing jobs in the public sector and that its responsibility was in the private sector. Mr. Hill stated that the Mayor requested NAB to do this. Mr. Martin said that the onus for lack of coordination should be on NAB since CEO's commitment was in the public (non-profit) sector to which YEP is limited in job site development. Mr. Hill said that he did not wish to raise any question of onus but merely desired to know if the YEP was being coordinated with programs such as the NAB program. Mr. Billups indicated that coordination was being pursued and that he was going to attend a forthcoming NAB meeting dealing with this matter.

Mr. Spezzaferro asked if NAB program was for 14-16 year olds. Mr. Hill said that it was for youth older than that but that jobs for teenagers are limited in both type and number.

Mr. Hill asked if there was coordination with any other agencies. Mr. Garnett said that coordination was being planned with other groups including the Mayor's Council on Youth Opportunity, possibly through the use of a Supplemental Data Sheet which he explained as a potential method for collecting information on all youth seeking employment from any program. Mr. Garnett said that use of such a device would aid program evaluation and coordination and that its probable cost was being estimated.

Mr. Hill asked when the school year was over since the YEP proposal indicated that the program would begin on June 23, 1969. Mr. Billups said that school was dismissed on June 16, 1969.

Mr. Hill asked if the 500 persons to be included in an educational development program (page nine of the proposal) were included in the 2,000 figure for the program participants. Mr. Billups said that the 500 were in addition to the 2,000.

Rev. Parks stated that planning should be done ahead of time. Mr. Billups indicated that planning for the YEP began much earlier than last year and that YEP Staff acquisition and participant recruitment would also begin earlier than in the past.

Mr. Hill, referring to page 11 of the YEP proposal, asked why it was indicated that 350 would participate in the year-round program. Mr. Billups stated that this was an error and that the correct number is 210.

Mr. Spezzaferro asked when participants worked during the school year. Mr. Billups said they worked two hours a day either after school or possibly during a possible study hall.

Rev. Parks said that working after school was a handicap to students who had to travel a considerable distance to work sites since this resulted in their coming home after it was dark. Mr. Billups said that this was not a significant problem in the past and that many employers took students home. Rev. Parks said that was not the situation in Hough.

Mr. Erwin, who arrived late, asked what kind of jobs would be available in the YEP and how it differed from NYC. Mr. Billups repeated his answers to these questions. Mr. Parks said that although a different age group participates in YEP the work was the same as that done by NYC. Mr. Martin stated that this was true to some extent since the YEP Program is required to use job sites in the public (non-profit) sector and that some overlapping of this sort occurred as a result.

Mr. Hill asked for someone to explain the two-for-one employment program. Mr. Martin said that CEO was attempting to develop an innovative program of job development in the private sector by offering to provide two employees for every one hired by an employer. He said that the program is contingent on additional OEO funding to pay for the employees which CEO would provide.

Mr. Hill asked if this program was directed at the private sector. Mr. Martin said that it was, repeating the YEP funds could only be used for non-private job sites.

Mr. Hill said that the YEP proposal should clearly state which items will definitely be implemented and which are suggestions for potential development. Mr. Billups said that 2,000 youth would be employed in the summer and 210 in the extended program and that the other aspects of the program were innovations which CEO was to attempt to implement if funding was available.

Mr. Hill asked who was going to provide the in-kind contributions listed as items A, B, and C under Contract Services. Mr. Billups said that medical examinations would be provided by the Cleveland Board of Education. He indicated that a considerable part of the \$45,900 for recruitment, orientation and job development for hard-to-reach youth would come from Pride, as in the previous year, and that a greater amount was expected this year since Pride's Program would be expanded to include more participants and supervisory personnel.

Mr. Hill indicated that some other source of in-kind contribution for this item is necessary since the \$45,900 would use much of Pride's budget without providing for most of their program operations. Mr. Billups said that an expansion of the Pride program was anticipated. Mr. Hill asked who else was going to contribute for this item. Mr. Findley said that groups such as the Salvation Army and Bell Center would provide this type of in-kind contribution.

Mr. Hill asked if this was definite since it is necessary for in-kind contributions to be documented for auditing purposes. Mr. Findley said that this will be documented as in the past and that there should be no difficulty.

Rev. Parks asked what type of physical examination the Cleveland Board of Education would give for \$4. Mr. Hill commented that it would probably be a general physical examination covering such things as the eye, ear, nose, and throat, for example. Mr. Spezzaferro said that most 14-16 year olds are healthy. Mrs. Wise said that the students are given regular examinations in school.

Mr. Hill asked if the in-kind contribution for job development by community organizations would be treated in the same way as that for hard-to-reach youth. Mr. Billups said that it would and emphasized that in-kind contributions would be carefully documented since the local share in the previous year was less than 20%. Mr. McGreal said that OEO guidelines allowed the accumulation of local share from one or more programs to balance any shortages in other programs. Mr. Hill said that although this was true it is a good idea to get 20% local share in each program to assure compliance with the requirement .

Mr. Erwin moved for approval of the YEP proposal and was seconded by Mrs. George. The vote was unanimous in favor of the motion.

The meeting was adjourned at 8:00 p.m.

Respectively submitted,

James Ridella
Planning Department

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

BOARD OF TRUSTEES

MINUTES

Regular Meeting
June 18, 1969

ATTENDANCE

Rev. Roger S. Shoup, Presiding

George M. Edwards	Mrs. Lucinda Graves	Patrick O'Malley
Wendell Erwin	Paul B. Hamilton	Mrs. Edwardina Riggans
Mrs. Bertha Falkowski	David G. Hill	Mrs. Rose Ross
Mrs. Laura George	Rev. W. Arthur LeMon	Rev. Robert V. Parks
Mrs. Helen Golub	Miss Edith McIntosh	Mrs. Hilda Burgos de Sumner
		Mrs. Lillian Wilcox

- I. The Regular Meeting of the Board of Trustees of the Council for Economic Opportunities in Greater Cleveland was called to order by Rev. Roger S. Shoup at 2:10 p. m., on Wednesday, June 18, 1969 in the Community Room of the Cuyahoga Savings Association, East Ninth and St. Clair Avenue.**
- II. The Minutes of the last Regular Meeting of May 21, 1969 were approved as mailed.**
- III. There was no correspondence.**
- IV. Report of the Executive Director**

Mr. Findley began by announcing that Community United Head Start will have Open House in their new administrative office on Thursday afternoon, June 26, 1969 from 12:00 Noon to 6:30 p. m. at 7016 Euclid Avenue, Room 408. It would be well to drop by to see what they are doing and to wish them well. The Hough Development Corporation is having an Open House at Community Products, Inc. which is one of their most thrilling projects. This is one of the first black owned, black operated rubber manufacturing plants in the country. The Open House is being held on Friday, June 20, 1969 at 5806 Hough Avenue, 1:30 p. m. It is to the credit of the Hough Development Corporation and the manner in which they have moved forward. It would be well if the Board members dropped by to see what has taken place and to encourage their progress. There was also a letter read from Mr. Robert Bond stating GCNCA's position on Multi-Service Centers and to correct a recent news release.

The Director reported that the summer months will be active for the agency with the summer programs in full operation. During the summer months, the board will be kept advised of activities with the newsletter and the MIS reports. There will be an evaluation of summer programs through our Research Department so that at the end of the summer the Board will have a report on what had gone on during the summer. Mr. Findley made known to the Board that three staff members of CEO had been honored by being selected to attend a Management Training Program taught by Professor Grundstein of Case-Western Reserve University. The quality of CEO staff in previous years has been recognized by invitations to attend this Management Training Program.

Mr. Findley announced that Donald Martin had already informed the Priorities Committee and so he was informing the rest of the Board members that CEO was funded for the Parent Child Center in the amount of \$212,000, an increase over last year. The Parent Child Center is to be commended on the effectiveness of their program. In touching on other programs that have submitted funding requests, Mr. Findley said with optimism that the HOPE Housing Project no doubt will be funded; that a training grant for \$30,000 to be used for staff and board training would be funded; the Emergency Food and Medical Program was put in for \$40,000, but possibly will be funded for \$100,000 which is twice the amount that had been hoped for. It is hoped that the Model Cities Program will be funded; also that more Head Start money might be secured. Mr. Findley then called on Mr. David Walker to touch on the Senior Services Program and the Youth Employment Program.

Mr. Walker stated that the Youth Employment Program will start on Monday, June 23rd and a busy summer was anticipated. To date, 2,000 children from the inner-city target areas have been recruited and there are 70 job sites available (with 2,000 individual jobs). There were on an average of 400 youngsters recruited from each area and out of the total number of job sites, 15 sites were funded for Cleveland: NOW! YEP is trying to work closely with the Mayor's Council on Youth Opportunity. There is a small staff this year and it will be decentralized to be more effective--at least 90% of the total administrative staff will be indigenous to the neighborhood that they will be working. There will be a Program Specialist in each Neighborhood Opportunity Center to develop the fifth day activity. The main reason this year for being able to properly lay things out was through benefit of lead time and planning. This will be the first year the Youth Employment Program will hold an orientation session for the entire staff. This session will consist of a complete explanation of the program; policies and procedures that must be followed; and job descriptions of every staff position. Mr. Walker went on to say that CEO has entered into a relationship with NASA who will provide a series of fifth day activities. There will be a series of trips to Case-Western

Reserve, the Zoo, fire stations, industry, and such places as the aquarium. Also work study youngsters are being used this year as work site supervisors. These work study students help to cut down on administrative costs. The summer portion of the program will run through August 29th with the exception of approximately 300 job slots on the West Side which will end a week earlier (slots funded by Cleveland: NOW!). The remaining portion of the program will resume September 8, 1969.

Speaking on Project CARE, Mr. Walker said that there is enormous benefit to be accrued from this program and it will also involve working in and out of our neighborhood centers. During the last two months, five speak-out sessions for senior citizens have been held throughout the city. The purpose of these speak-outs have been to give the senior citizens a chance to express their problems and concerns and suggest what might be done to improve their situation. It was found that people at all five speak-out sessions had many of the same concerns, such as inadequate income, lack of police protection, etc. On Friday, June 20th, four people from each speak-out are meeting together along with the Steering Committee of Project CARE so that senior citizens from different areas of the city can work on their common problems. At the same time, individuals from each speak-out are working on problems unique to their area. Project CARE arranged for 38 senior citizens to travel to Columbus to attend the Governor's Conference on Aging. The trip took place on June 4th. The first day of the conference consisted of workshops where the people were to recommend legislation and pass resolutions beneficial to senior citizens. Much information was gained about bills being considered by the legislature which would affect senior citizens, and the people learned what senior citizens in cities other than Cleveland are doing. This also gave people from all parts of Cleveland a chance to get acquainted. Project CARE promises to be extremely exciting and it is hoped that it will get the support that it will undoubtedly need, such support as that of a concerned body such as the Board.

Mr. Walker reported on the Neighborhood Opportunity Centers and the services rendered by them. He mentioned the two day NOC staff meeting at the Phillis Wheatley Association which was extremely beneficial to staff. Such things considered were: how to build on services that are being delivered, how to learn from dealing with families individual problems and going beyond that. CEO is not just another service agency, but has still another mission, and that is to demonstrate to neighborhood people that they can and should be doing something about their problem. Individual services are necessary, but that is not where it ends.

Board member, Mrs. Falkowski asked if it was true that when you call the center for information it was considered a contact. Mr. Walker said that a contact is a face to face interview and that when a person calls, it is not counted as a contact.

Mr. Hill said that sometime ago, the board took a policy position about neighborhood corporations for decentralization of the programs. A schedule had been asked for as to when the areas would administer their own programs - how close is the agency to this schedule and if off schedule, when will this take place? Another question from Mr. Hill was that the board took a position of adding young people to the board and no word had been heard on this. Mr. Findley responded by saying that the Nominating Committee was aware of this concern and the committee report will address itself to that. He stated that the neighborhood corporation is where the action will take place and the Glenville corporation has already placed youth on its board and that this would also be done by other neighborhood corporations who will be administering the programs. Mrs. Falkowski said that young people were on the Tremont Corporation Board. The Director stated that the report of the Nominating Committee at its next regular meeting in September would move on this concern. Mr. Edwards in commenting on YEP youngsters said that Glenville acted in setting up the fifth day activity program because this was the only way to deal with the active young boys.

Regarding the question on schedules, Mr. Walker said that the Glenville corporation will be moving into this responsibility in July and will be sitting down to talk about this very soon. It is not certain how this relates to the timetable, but it is impossible to suggest to neighborhood people to be particularly hung up with a timetable when the emphasis is on community organization. Mr. Walker said that there have been unanticipated snarls, but at the same time, the tempo has been stepped up considerably. Maybe another timetable should be made up to revise the first timetable. Rev. Shoup asked that further discussion of this be held in abeyance until the Community Participation Committee report. Rev. Parks asked what the qualifications were to form neighborhood corporations. Mr. Walker referred back to the guidelines (Appendix B) that was approved by the board some months ago. Rev. Shoup said that this has been part of the community property of the board for some time and that another copy could be sent to Rev. Parks for his information.

V. Committee Reports

Rev. Shoup reported on the activities of the Near West Side and Tremont Area in reference to neighborhood corporations. He was pleased to note the rapid and efficient progress of the Tremont Area in moving toward the

establishment of the neighborhood corporation. They have elected a board and drawn up their constitution and by-laws which they will send in because the board will not meet again until September. The Tremont Area will be granted authority to enter into negotiation for their own poverty program and will be recorded as such pending review by the committee. Rev. Shoup so moved and it was seconded by Mr. Erwin. The motion passed. This means that they have the committees approval and are in power to negotiate for their own poverty program.

There have been a series of negotiations with Merrick House to see what role they will have for this operation. It was asked if CEO money would be involved in dealing with Merrick House. They will want to discuss with the committee, the specific arrangements that will be part of the relationship with us and Merrick House. Mr. Hill asked where the Priorities Committee figured into this. They are supposed to have say about distribution of money and should be able to make recommendations for the full board, just as the Community Participation Committee makes recommendations. Rev. Shoup moved and Mrs. Falkowski seconded that the Priorities Committee should be allowed to review and pass on this matter. Motion carried.

The Near West Side is now proceeding to develop its by-laws and a constitution. Delays will take place, but the Chairman advised Miss McIntosh that should the West Side reach an agreement, a special meeting will be called when they are ready to proceed. As to the Kinsman Area, there was a meeting last Thursday chaired by Mr. Burt Smith where a conference was called for establishment of a core group and it was hoped they could move to develop a neighborhood corporation. They are catching up now where they were lagging before. They also requested through a letter that there be a change of the target area boundaries to include East 94 Street from Dickens to Ramona. These people have an effective street club and are effected by the Neighborhood Opportunity Center. It was motioned by Rev. Shoup and seconded by Mr. Hill that this be granted. Motion passed. Glenville is ready to move into negotiation and the staff is ready to meet with them. In Central, Mr. Atkinson has been meeting with these people regularly. Within the next few weeks, it is hoped to hear from them. Hough really has not come together yet.

Mr. Findley said that even with timetables, you cannot rush necessary community organization. Some of the people in Hough have asked for a delay until they resolve problems in Hough itself. They have moved rather forthrightly in that they had a conference at Addison Junior High School to determine how to best relate to these concerns. They want the kind of group that will have the full support of the entire community and it will not be possible to put a timetable on this type of thing. Rev. Shoup in speaking

of the other areas who want to form neighborhood corporations said that they should be formed soon to deal with the multi-purpose service center whereas Hough does not have to deal with this part of the package.

Mr. Martin was called on to report for the Management Committee in the absence of its Chairman, Rev. Emanuel S. Branch. He said that there had been one meeting since the last board meeting at which time they reviewed the CSU-CEO Affiliation Agreement. The Priorities Committee was asked to attend the session. Dr. Nagle made another presentation to the committee, the committee responded and asked that the Executive Director proceed to implement this proposal in line with the proposal that was distributed to the board. There was also an audit report which was reviewed by the committee and these were the two items that were discussed at the Management Committee meeting.

Rev. Shoup commented that one of the places where he had the greatest kind of anxiety was in the results in terms of helping people with regard to the input of dollars. Is the Management Committee addressing itself to this issue. How long will it be before we have a report that indicates how many people have been helped out of poverty. Mr. Martin said that the Management Committee originally developed the quarterly report which gives in terms of dollars the people served and the amount of money involved. There is also a narrative that shows the programs instituted, qualitative as well as quantitative reports which are furnished the board. This was meant to diffuse this sort of information to the board. Rev. Shoup said that the concern was not with the number of contacts, but how many people in job training programs are now employed and how many are off of ADC or off of Welfare? How many came into the program below the poverty level and are now above the poverty level as a result of our work? Do we have a mechanism for getting this kind of information? Mr. Martin said this would mean a follow up several years hence to those referred to jobs two years ago and would tell how many are still employed. He said that CEO has not had the ability because of limited funds to compile this type of report. We do, however, have in each of our centers, records of individual contacts that are made both on a family and on an individual basis so that there is a record of which individual or family was rendered public assistance or medical help. Mr. Findley said that the staff would attempt to come up with a report of the kind Rev. Shoup is speaking of. Perhaps Mr. Hill could also tell us about the job programs. Mr. Findley also said that program audit reviews will take place shortly. Mr. Walker commented that we were not meant to eliminate all the poverty in Cleveland, our mission is much broader and much more difficult to evaluate.

Rev. Shoup read the Nominating Committee report for the Chairman, Harold E. Boehm as follows:

The Nominating Committee is mindful of its responsibility in keeping with the constitutional regulations of the Council for Economic Opportunities to make recommendations for Board membership to be effective at the annual meeting in September.

The Regulations provided the number and method of selection for the target area representatives and representatives from the public sector. The committee is proceeding in keeping with these regulations.

As to representatives from agencies or organizations to be considered by the Nominating Committee, the following list of agencies is submitted:

- Catholic Diocese of Cleveland
- Cleveland Business League
- Council of Churches of Greater Cleveland
- Greater Cleveland Growth Association
- Jewish Community Federation
- Inner-City Church
- AFL-CIO
- NAACP
- Cleveland Urban League
- Welfare Federation of Cleveland
- Spanish American Committee
- West Side Civic Council
- United Pastors Association
- Welfare Rights Committee
- Tenant Union
- Tremont Civic Council
- United Youth Council
- Glenville Youth Council
- Youth Council - NAACP
- West Side Youth Council

The list of agencies or groups read will be invited to submit a name for consideration of the Nominating Committee for possible membership on the Board of Trustees. It was moved by Rev. Shoup, seconded by Mr. Erwin that the list of names and the report of the Nominating Committee be approved. Motion carried.

Mrs. Falkowski asked why there were more representatives from the Near West Side than from Tremont. Mr. Findley answered by saying that target area representation previously approved by the Board of Trustees was on the basis of incidence of poverty and the size of the area.

The question was asked that if all the listed groups responded, how would this fit in with the 15 vacancies. The Director in reply stated that last year all invited did not respond, and should all respond, the Nominating Committee of the Board will make the recommendations at the annual meeting in September.

Mrs. Laura George was asked to report as Vice Chairman for the Priorities Committee. She said that the Priorities Committee met and reviewed the following proposals: The American Indian Proposal and the Supplemental Request for HOPE, Inc. It was moved by Mrs. George and seconded by Rev. Parks that the American Indian Center, Inc. be funded. Mr. Erwin said that a change or deletion should be made on Page 1, under Objectives and Resultant Benefits, sub-heading 1. c. :

A plan is currently in the works that would combine industrial employment in Lake County with the development of an Indian residential neighborhood there.

Mr. Erwin said that ethnic residential neighborhoods should not be recommended in this proposal and he opposed this particular outline. The Indians should take their place in the American community just as other groups. Mr. Means said that this was in process in Lake County which is temporarily an agricultural type program, but it is hoped to place these people in industry out there. He said that they did not want another reservation and this statement could be deleted. An amendment to the proposal was proposed that Item 1. c. on Page 1 of the American Indian Proposal be deleted from the proposal. Mr. Erwin moved and Mr. O'Malley seconded the motion. Motion carried.

Another question was raised by Mr. Erwin on Page 7, under V-B, Staff Selection as follows:

Whenever possible, we shall attempt to employ Indians, canvassing the Indian population in Cleveland for candidates. Where there are no qualified Indian candidates, we shall hire the best qualified available candidate who demonstrates an empathy with Indian culture and the Indian plight.

Mr. Erwin said that it should be mandatory that the Indians be employed and if they are not trained, there should be training provided for their employment. Mr. Hill said that this should be left to the people who operate the center. They are the ones who have to operate the program and they should not be made to say that they must do anything. Mr. Erwin said that if something is going to be done to help the people there should be someone in the village to fill the position and if not, someone should be trained. It was said that this should be left to their own discretion. Mr. Means said that the Board of Directors will make all the decisions of the center. The board is made up of all Indians and if they feel that they cannot find a qualified Indian, they would like to have the last say to hire someone else just as involved as the Indian himself would be. Rev. Parks said that the Board should consider this proposal because there are many problems of these people and what they are asking is really very little. Motion carried unanimously for approval of this proposal.

Regarding the HOPE Proposal, Mrs. George moved that HOPE be approved, Mr. Hill seconded. Mrs. Falkowski asked if this was another demonstration project. Mr. Thornton said that in developing new systems, experimental money is needed and with this proposal it can be done. These funds are coming from HUD and HOPE is the enabling group here. There are a great many non-profit organizations in this city, but HOPE is doing some experimental work that is enabling many other organizations to get started. Mr. Hill said that this is a good thing because the time will come when CEO will also have to look to other agencies for funds and this should be encouraged.

Mrs. Golub said that Project HOPE and groups like this could help other groups in the area and could give some report as to how they are doing so that other groups might have the benefit of their experience. They are already working with PACE. Mrs. Golub said that they have gone to HOPE and asked for advice and assistance--and said that if information was needed on housing and how to get started, where would she go and what should be done. Mr. Thornton said that a group came over from Tremont and they were counseled and offered assistance. In addition, HOPE has counseled with other groups in Mt. Pleasant, West Central and anyone who has a sympathetic ear. Mrs. Golub asked that they be sent some of these materials on housing.

Regarding the proposal providing technical assistance to non-profit groups in the inner-city areas, Mrs. Rose Ross asked if in forming a research and development corporation would there be any conflict with the Hough Development Corporation, which is also a planning and development type of corporation.

Mr. Thornton said that HDC is primarily for economic development and what little housing is involved, HOPE is sponsoring. They are not in any way in competition with HDC. This was considered a good point because there could not be this kind of conflict. The motion was made and carried unanimously for approval of this proposal.

VI. New Business

Mrs. Riggans asked why Central was moving so slowly in regard to the neighborhood corporation. Rev. Shoup said that they had been unable to get a group to work there. Mrs. Riggans said that their Community Opportunity Board used to be the best in the city. Mr. Walker said that the COB president should have called a meeting and that some months ago they were to have established a group for setting up a neighborhood corporation and the group now formed is a result of that gathering. They are finally getting together. Mr. Findley said that Mrs. Meyers reported that they are moving along now, but Mrs. Riggans said that she had not received a meeting notice in about three months.

VII. Adjournment

The usual open period for questions, statements or discussion from any attending the Board meeting was called for by the Chairman. There being none, it was properly moved and seconded that the meeting be adjourned. The motion carried and the meeting adjourned at approximately 3:45 p. m.

Respectfully submitted,

Mrs. Helen Golub
Secretary

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

BOARD OF TRUSTEES

MINUTES

Regular Meeting
September 17, 1969

ATTENDANCE:

Rev. Emanuel S. Branch, 1st Vice President, Presiding

James H. Bell	Mrs. Laura George	Rev. Robert V. Parks
Mrs. Mary Connors	Mrs. Helen Golub	Mrs. Edwardina Riggans
George Edwards	Paul B. Hamilton	Mrs. Rose Ross
Mrs. Bertha Falkowski	Miss Edith McIntosh	Rev. Roger S. Shoup
		Mrs. Lillian Wilcox

- I. **The Regular Meeting of the Board of Trustees of the Council for Economic Opportunities in Greater Cleveland was called to order by Rev. Emanuel S. Branch, 1st Vice President at 2:28 p. m. on Wednesday, September 17, 1969 in the Community Room of the Cuyahoga Savings Association, East Ninth and St. Clair Avenue.**
- II. **The Minutes of the last Regular Meeting of June 18, 1969 were approved as mailed.**
- III. **Rev. Branch read a letter from Mr. Harold E. Boehm tendering his resignation from the Board due to the press of business not allowing him to participate as fully as he would prefer in Board matters; also a letter from Alan Beals, OEO Regional Director advising the agency to take steps to set up a 4-C Committee for Day Care.**
- IV. **Report of the Executive Director**

Mr. Findley in speaking of the correspondence as read previously by Rev. Branch said that in cooperation with other agencies, steps would be taken to set up a 4-C Committee and he would keep the Board apprised of developments in this area. Mr. Findley expressed tremendous regret at receiving Mr. Boehm's letter of resignation. He paid tribute to the kind of dedicated service given by Mr. Boehm and said that staff would offer an expression of thanks later.

Mr. Findley said that he hoped the Annual Report would be ready soon and that the Inter-Office Communique and a monthly newsletter would be coming to the Board regularly. Mrs. Cargill was then introduced to bring the Board up-to-date on the status of the Annual Report. Mrs. Cargill reported that 90% of the Annual Report was completed. The other 10% was not complete because it was thought that the stock for the outside cover was too dark and as a consequence it was necessary to change the stock composition and run it through on a lighter paper that would more resemble the inside pages. The inside pages were distributed to the Board, CEO supervisors and staff. On the basis of this first effort, Mrs. Cargill requested that she receive feedback from any person wishing to do so. She expressed the Community Relations Department's desire to receive comments that might be used for publication and that the Board should work as closely as possible with us on the publication of our compositions. Mr. Findley added that the Ohio Office of Opportunity had asked CEO to serve as host for a two day conference of Community Action Agencies from the 14 major cities of Ohio. They came to Cleveland that they might view the various programs operating in Cleveland. Mr. Don Wortman of the Washington Office of OEO was one of the dinner speakers. Mrs. Cargill was given the responsibility for arranging for this most meaningful conference.

Mr. Findley announced the resignation of Joseph McGreal, Acting Planning Director, who had been a member of the Planning Department since its inception. Mr. McGreal was leaving to become a part of the teaching staff of the School of Applied Social Sciences of Case-Western Reserve University. Mr. Findley said that the history of the agency seemed to lie in finding skills and expertise and making them available to other agencies. Mrs. Patricia Scott was introduced to the Board as the Senior Community Planner who is presently serving as Acting Director of the Planning Department until a Director has been found. Mrs. Scott has the expertise and capability for this assignment. Mr. Findley mentioned that CEO had received a training grant and is moving in the implementation of the grant. He introduced Mrs. Annette Butler, Training Coordinator who would comment later on the Board Institute to be held for all Board members in the near future. Mr. Findley asked David Walker, Deputy Director to report to the Board on the status of neighborhood corporations.

Mr. Walker took the floor to say that CEO had had a busy and exciting summer and that very good things had been happening. A summary of Neighborhood Corporation Development had been previously mailed to the Board. He commented that the following had taken place.

Glenville

A corporation has been elected and has started to negotiate with CEO and Cleveland: NOW in anticipation of Cleveland: NOW money. At this time they are in the midst of NOC operations, and negotiations for Cleveland: NOW funds are completed.

West Side A core group has been in the process of putting together a proposed corporate structure. Last Thursday, a proposal for a corporate structure was presented, amended and approved and was quite well represented. Also, the site was approved for the new facility, which is anticipated for that area on Lorain and 39th Street.

Tremont There is a corporation in this area, the Board was elected and they have moved ahead in negotiations with Merrick House to assure for them a policy and decision making role with the Merrick House. They also have negotiated with Cleveland: NOW for funds to support the multi-service operation.

Hough This community requests a delay to resolve problems within that community. Certain forces within the community have to be sorted out to better assess how they are going to proceed.

Kinsman They have held a convention out of which a core group was appointed. They are putting together a proposed corporate structure. At the present time a neighborhood convention has been scheduled in Kinsman for November 28th at which time they hope to receive the corporate structure in Kinsman.

Central A convention was held to support the core group. They have almost completed the process for putting together plans for the corporate structure and are due for a second convention around October first to approve the corporate structure.

The above indicates the progress of the programs in each neighborhood. Things are running smoothly and there is a great deal of activity in each of these six neighborhoods.

Mr. Walker commented on the efforts to date of Mrs. Patricia Scott in the development of a credit union sponsored by the agency. The staff and delegate agencies would continue to work on the idea and would report again at a later date. Rev. Branch asked who could be a shareholder in this credit union. Mr. Walker said that the staff, delegate agencies, and the residents in the six target areas. It is hoped to build enough strength within the staff upon which residents can build. Mrs. Falkowski asked if this would include all residents of low income; Mr. Walker replied that it would. Mrs. Ross asked if this would conflict with credit unions that are trying to get established in Development Corporations within the area. It was pointed out that all efforts would be made to prevent such conflict.

Mr. Billups was asked to report on the Youth Employment Program. He commenced by passing around a leaflet of successful stories of participating agencies this year. This summer 2206 inner-city youth engaged themselves in meaningful work experiences. Summer employment for these 14-16 year olds from low-income families provided financial assistance and an opportunity to gain self-confidence and self-direction, learn skills, and develop sound work habits. Through extensive research and planning, the Youth Employment Program was able to produce new and innovative features within the program, including:

- 1) The fifth day activities for which a special supplemental program staff was provided--trips included such things as Channel five TV tape sessions; Blossom Music Center (all field trips were chosen by the kids themselves); Hiram College where they saw the Browns practice and had a complete tour; Cedar Point, Hough Bakery, the Zoo, the Art Museum and as an introduction to the fifth day activities, there was a special "Kick Off" NASA Space Program conducted by officials from Washington consisting of films and literature on Man's Space Discovery and a Walk-Thru tour of the "Spacemobile." This Spacemobile was driven from Washington for this particular program.
- 2) Educational Stipend where through the efforts of the Board of Education and staff, certain youths were singled out who needed to attend summer school. These youth attended summer school in substitute for two hours of actual work plus a chance to work for two hours on a job five days a week, which gave them ten hours per week of actual job experience and ten hours paid time in summer school. A total of 381 youths were placed on stipends through the Youth Employment Program.
- 3) Youth Council which most summer programs do not have and was a first for this program. Youth representatives met once a month to discuss and plan future programs.

The total summer payroll was approximately \$426,000 and over 100 agencies participated this year as opposed to 75 last year. Staff included a Coordinator, two Administrative Assistants, six secretaries, five payroll clerks, five area supervisors, five area Assistant Supervisors, five area Program Specialists and 60 team leaders. There were also some work study students employed. This helped some of the inner-city poverty kids get back into college with 80% of their salary paid by the college. Job experiences consisted of clerical training, librarian aides, maintenance help, landscaping, child care, hospital medical aides, recreational aides, cashiers, nutrition trainees and camp counselors. About 1500 youth were recruited through the public schools and the remainder came through the Opportunity Centers. There were 1339 eligible boys and 858 eligible girls from inner-city schools.

Programs for the fall and winter will be geared toward classroom types of situations (work experiences) such things as photography, a garment shop, nutrition classes and catering, upholstery classes, ceramics classes, child care classes, librarian aide classes. These classes will begin around the last week in September.

Mrs. Falkowski asked for a description of the program specialist. One specific person namely from the neighborhood to coordinate and develop the fifth day activities. This person met with enrollees and coordinated the field trips. The person from the Tremont-Near West Side Area was Lynn Pammenter. How many children went on field trips at a given time? In the case of Hiram College, there were 50 or 60 children. Councilman Bell asked where in the Central Area had the "Spacemobile" previously mentioned been located. Mr. Billups said that it had been located in the Portland-Outhwaite Area. Councilman Bell asked what was the service that was supposed to be rendered in central by the enrollees, where did they clean up in Central, what did they do all summer? It was said that the Central Area had been the target of the widest concentration of maintenance. Councilman Bell said that he was interested in knowing what happened in Central and that some residents said that they were supposed to get some services they did not get. The matter was to be taken up with Mr. Billups after the meeting.

Mrs. Falkowski said that the YEP Program placed 15 children on the Day Camp of the Streets and paid tribute to them working with dedication. She asked if YEP was going to go through the corporation next time. She said that there was one certain group that ran a terrible program and caused many hard feelings. She accused YEP of not supplying proper supervision for their enrollees. Mr. Billups said that there was leadership the first week, but the breakdown was not because of YEP, but because of the director of the program in question. Mrs. Mitzi Washington said that there were meetings held at the West Side Community House where the youth for YEP were discussed. Some of the people who were funded by Cleveland: NOW did not want to participate within the guidelines of the Youth Employment Program.

Mrs. Ross spoke of a breakdown in the fifth day activities and asked if there would be someone to correct this next time. The kids at Central-East only went on three field trips. It was said that this would be taken care of next year, but some of the things mentioned were a result of personnel problems. YEP included only the 14-15 year old youngsters. Many of the people referred to in these examples belonged to other programs and were not YEP enrollees. YEP was coordinating with the Mayor's Council on Youth Opportunity and there were some honest to goodness alienated youngsters involved, but they too should be reached and involved.

Mrs. Wisor was asked to report on Project CARE. Mrs. Wisor told how 20 senior organizers had a three week training course at the Leadership Development Center and were now working as teams in the five target neighborhoods, with a sixth team working "at-large." Mrs. Wisor spoke of this program as the most exciting one going on in CEO. During the first month, the senior organizers contacted 598 older individuals, more than 100 clubs and organizations and 25 community agencies.

It has been found that elderly people are living in conditions which defy description. Hunger, malnutrition, chronic illness, poor housing, lack of transportation and inadequate income maintenance make our older people the most invisible of the invisible poor. These are people who have to make a choice between eating and paying rent, or eating and buying prescriptions. During the first month of operation, 119 referrals were made for vitally needed services and Project CARE will be sharing the conditions being found with the Board and will look to the Board to help make the community aware of the problems facing senior citizens. There is a Project CARE Steering Committee and sub-committees have been formed. The sub-committees are working on such problems as health, housing, transportation, safety and income maintenance. CEO has been fortunate enough to secure a Senior Services Corps Program through the American Association of Retired Persons and the National Retired Teachers Association. The program will place 52 people in employment in various agencies. The program is just getting underway, but during the first full week of operation 16 people were placed in positions and are receiving vitally needed additional income. Through speak out rallies some major areas of concern are being shown.

Rev. Parks said that there were senior citizens living alone under very bad conditions. Under the Senior Services Corps, some of these older people are holding part time jobs--people with experience who can make a real contribution. Some of these people have children scattered all over the country, but in many cases, if the parents are not able to help the children, they do not have anything to do with them. Councilman Bell asked what did the Senior Services Corps do and it was replied that they make referrals and check results. People that are not helped right away may be gone tomorrow. They are working to get the social security to move, the county welfare to move.

Mrs. Annette Butler was introduced to the Board as Training Coordinator to CEO. The department has realized that there are very many areas where training is needed. She pointed out the need to build a training program right into the organization that touches every person who has any type of link with CEO. Basic communication is needed with the Neighborhood Opportunity Centers, the central agency, and Board members.

The plan is to do research to identify areas of need and conduct training from that point, also to improve skills of the people within the NOC's. There should be general training that all supervisors can give their new employees so that they might develop a certain level of competence. There are many new avenues of learning and work to be done on a supervisory level to develop employees to make them more productive in working with their supervisors as well as center directors. Quite a bit of training is needed for clerical employees within CEO and NOC. The training office would like to develop a pattern of training so that this competence can be assured. We are working with Community College, Whiting Business College, and Sterling Institute of Behavioral Sciences. CEO has contracted with Sterling Institute to set up a one day Board Institute for CEO Board of Trustees that all might have a better understanding on how to better discharge the responsibilities of Board members. Sterling has done the necessary research, and intends to come in soon to start the first phase. What they would like to do is develop a way to be able to relate to CEO on a common level, on common goals. These kinds of things will be directly discussed at the Board Institute.

Miss McIntosh asked if the board members were to be educated to express needs in the neighborhood or to be educated to present things the way CEO wants them done. Rev. Branch said that Sterling Institute was an institution with integrity, with new and innovative ideas and techniques. Mr. Hamilton said that the Cleveland Business League has an Outreach Program where all the directors were invited to a training program of Sterling Institute. Never has there been such a meaningful experience in being involved with a learning experience of that type. If they come through as they did with the National Business League, it will be a rewarding experience. This training is not meant to bring down anyone, but to make more effective board members. Miss McIntosh said that her concern was with other agencies getting the upper hand in CEO. Mr. Krauskopf asked if the plans to provide board training for neighborhood corporation boards was high priority also. Mr. Findley said that they would receive high priority as the boards are formed.

V. Committee Reports

Priorities Committee

Mr. Martin went over the planning process by a chart that had been prepared. He said that there would be meetings on all proposals that come up for refunding at least twice a week. The Priorities Committee is to have a series of meetings to review proposals. There will be an Advisory Committee review of residents who are participants in the program. Proposals for refunding of corporation programs will be worked out by the center director who will staff the neighborhood

corporation in the development of that proposal. The neighborhood corporation will have the responsibility for developing and reviewing its own proposal for that particular neighborhood. Project CARE will be reviewed by its Advisory Committee. The YEP proposal will be reviewed by the Youth Council and the Foster Grandparents Program by the Elderly Committee. The planning process is going to start in the community. Mrs. Patricia Scott of Planning has plans to sit down with each neighborhood corporation. These groups will be developing their own program as they see fit whereas the work was done at the central office before. At last now, we can move with a degree of certainty. The funding process of the program will be developed by the residents and for the residents. The City Wide Advisory Committee on Head Start will be reviewing the City Wide Head Start Programs and will have the policy making decision there.

Community Participation Committee Recommendations

The Near West Side had its second convention last Thursday. It is moving very well there. The Abbey Area has requested that they be a part of the Near West Side Area. Rev. Shoup moved that the Board grant that permission. Mrs. Golub seconded. Motion passed.

Appendix B calls for three conventions--the Near West Side Area has had two conventions and feel that they would profit to have a neighborhood election. Instead of having a third convention, they request permission to have a neighborhood election which they feel would best suit their needs. Rev. Shoup moved and Mrs. Golub seconded. Motion passed.

Central is moving along now at a very fine pace. Hough is still dragging along and we will help to see that they resolve the problems in Hough. All other areas are coming along fine.

Nominating Committee Report

The Nominating Committee is mindful of its responsibility in keeping with the constitutional regulations of the Council for Economic Opportunities to make recommendations for Board membership to be reported at the annual meeting in September. The regulations provide the number and method of selection for representatives from the public and private sector and the respective target areas. The committee has followed the regulations and submit the following report:

Public Sector

City of Cleveland

Mayor Carl B. Stokes, Chairman

James H. Bell, Councilman

Charles V. Carr, Councilman

George L. Forbes, Councilman

Richard R. Green, Director of Community Development

David G. Hill, Director, Human Resources & Economic Development

Rev. W. Arthur LeMon, Executive Assistant to the Mayor

James V. Stanton, Council President

Dr. E. Franklin Ellis, Health Director

County of Cuyahoga

Communication with County Commissioners by letter did not result in changes.

Eugene F. Burns, Executive Assistant

Frank Pokorny, President

Hugh Corrigan, County Commissioner

Frank Gorman, County Commissioner

Cleveland Board of Education

Arnold Pinkney, Member

Mrs. Edna C. Shalala, Member

Private Sector

The following nominees for Board membership have been properly designated by organizations.

Catholic Diocese of Cleveland

Very Rev. Monsignor A. James Quinn

Cleveland Business League

Paul B. Hamilton

Council of Churches of Greater Cleveland

Rev. Lenton Gunn, Pastor, St. Mark's Presbyterian Church

Greater Cleveland Growth Association
Bruce H. Akers, Vice President, National City Bank

Jewish Community Federation
Rabbi Daniel J. Silver

Inner-City Church
Rev. Roger S. Shoup, Pastor, Calvary Presbyterian Church

AFL-CIO
Patrick J. O'Malley, President

NAACP
Wendell Erwin, President

Cleveland Urban League
Rev. Emanuel S. Branch, President

Welfare Federation of Cleveland
Attorney John H. Gherlein

Spanish American Committee
Raúl Vega, Cleveland Field Rep. of the Commonwealth of Puerto Rico

West Side Civic Council
Mrs. Helen Golub

United Pastors Association
Rev. Sterling S. Glover, President

Tremont Civic Association
Rev. Horst Hoyer

NAACP Youth Council
Michael Potts

Target Area Representatives

The committee recommends that the present area representatives selected by the Community Opportunity Boards continue to serve until the duly constituted and approved neighborhood corporations forward to the Board of Trustees their selected nominees for Board membership for the ensuing year.

It is the opinion of the Nominating Committee that this should be accomplished within the very near future.

Recommendation

The Nominating Committee is aware of the attendance records of Board members and the committee feels deeply that Board attendance should be a prerequisite for continued Board membership.

Rev. Shoup commented on the poor attendance of late from the public and private sector of the Board. The real strength of Board attendance has been the residents. He commented that if staff people of CEO carried out their responsibilities as some Board members, the Cleveland program would be a joke. He felt that these people had accepted the responsibility of Board membership and were not carrying it out, appearing at meetings only when there is something concerning their own personal interest. He felt that some action should be taken to apprise all Board members of their need to attend meetings.

It was properly moved and seconded that a change in the by-laws governing Board attendance be prepared and considered at the next meeting. Motion passed unanimously.

Rev. Branch read a continuing portion of the Nominating Committee Report:

The Nominating Committee recognizes the tremendous contribution of the officers, committee chairmen, and members during the past year. With expansion and change in the program of the Council, a greater challenge confronts the officers and members of the Board of Trustees during the coming months. The Board will need the knowledge and skills of those serving during the past twelve months, and sees much to be gained by continuing in office for another year the following:

Mayor Carl B. Stokes, President

Rev. Emanuel S. Branch, 1st Vice President

Rev. Roger S. Shoup, 2nd Vice President

Mrs. Helen Golub, Secretary

Paul B. Hamilton, Treasurer

Mrs. Falkowski moved and Miss McIntosh seconded that the Nominating Committee Report be approved. Motion passed unanimously.

VI. Adjournment

The meeting was adjourned at approximately 3:56 p. m.

Respectfully submitted,

Mrs. Helen Golub
Secretary

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

BOARD OF TRUSTEES

MINUTES

Regular Meeting
October 22, 1969

ATTENDANCE

Rev. Emanuel S. Branch, Jr., Presiding

Charles V. Carr	Mrs. Lucinda Graves	Rev. Robert V. Parks
George M. Edwards	Rev. Lenton Gunn	Monsignor A. James Quinn
Dr. E. Franklin Ellis	Rev. Horst Hoyer	Mrs. Edwardina Riggans
Wendell Erwin	Paul B. Hamilton	Mrs. Rose Ross
Mrs. Bertha Falkowski	Rev. W. Arthur LeMon	Mrs. Edna Shalala
John H. Gherlein	Miss Edith McIntosh	Rev. Roger S. Shoup
Mrs. Laura George	Patrick J. O'Malley	Raúl Vega

- I. The Regular Meeting of the Board of Trustees of the Council for Economic Opportunities in Greater Cleveland was called to order by Rev. Emanuel S. Branch, Jr. at 2:15 p. m. on Wednesday, October 22, 1969 in the Community Room of the Cuyahoga Savings Association, East Ninth and St. Clair Avenue.**
- II. The Minutes of the last Regular Meeting of September 17, 1969 were approved as mailed.**
- III. There was no correspondence.**
- IV. Report of the Executive Director**

Mr. Findley opened his report by expressing the gratitude of staff to those Board members who for various reasons were completing their membership on the Board. On behalf of staff, he welcomed the new members and advised that when time permits, a tour of the various programs for the new members would be provided.

Mr. Findley called on Donald Martin to report on the MIS report distributed to the Board. Mr. Martin said that this was a statistical summary accompanied by a narrative report which attempts to describe the various activities that are engaged in during the quarter. The Council in its funding procedure deals in program

concerns called program accounts. The Board also receives a summary sheet of the program accounts showing the amount of money allocated and where relative, the number of people served by these individual programs. Rev. Branch asked Mr. Martin to further explain by reading the figures on the summary sheet with an explanation to the Board. He first gave the component number and title (Administration & Coordination) indicating central office staff. The current funding dates were next (February 1, 1969 through January 31, 1970). The next column showed the planned staff patterns and actual staff patterns, and the last sections showed budget figures including the total approved budget figure.

Rev. Parks asked why there were only nine resident people in the actual column when the planned column shows 34. Mr. Martin said that as a partial explanation, a number of residential people or non-professionals had been upgraded and transferred and funded out of other program accounts. Rev. Parks commented that they should then be replaced in the proper account in question. Rev. Branch commented that in some instances, like the neighborhood center program account, the preponderant number are neighborhood non-professional people. Mr. Martin further explained that a number of former resident people are now counted as professionals though they may not have college degrees. Mr. Findley mentioned by name many who entered as neighborhood residents and now had been upgraded and classed as professionals. He advised that in the future, a better breakdown would be provided. Mr. Martin, responsible for the MIS report concluded by assuring that the MIS report would in the future be more explicit.

Mr. Findley reported to the Board that in the funding of the Comprehensive Health Program for \$1,171,000, a \$200,000 reimbursement from Title XIX was a part of the budget. It will be necessary to secure the Title XIX reimbursement to carry out the Work Program of the Project. He explained what conversation had taken place with Mr. Zuber of the State Welfare Department and Mrs. Lois Rush and Oscar Watson of the Ohio Office of Opportunity relative to the approval of the Project for the necessary reimbursement by the State of Ohio. To date, the approval had not been secured and he advised the Board that it may be necessary to request their assistance in taking a delegation to Columbus to either resolve the matter or take whatever legal action that might be recommended.

Mr. Walker was called on to speak on the refunding process. Our present funding level has been sustained, CEO will not be reduced, but this means that certain restrictions will be placed on the agency. Also, the planning process has been changed from what it was before. CEO concerns have been very much focused around the planning process, a process which is supposed to include the residents of the program. This year the process is being set in motion to have something much more than a pre-determined program that the people do not have time to read. We are trying to identify responsible groups this year in each of the program accounts who will have specific responsibilities to work closely with each program

director in formulating and putting together that program from the beginning. There will be direct kinds of input from the beginning. These groups have been identified and we are working with them to get that kind of input into the neighborhoods. After the appropriate project or program director is contacted, the proposal comes in a package downtown where it is put into the proper form and other OEO forms are attached. It then goes to the Priorities Committee and then to the Board for subsequent approval, hopefully. This plan carries marked difference as to the old order of things in terms of our relationship to the neighborhood and the kind of relationship they will have in the program. Neighborhood groups have a more aggressive role in the pursuit of their interests. They can build on their experience and knowledge of the past years.

It was announced that the Board Institute was to be held on Saturday, November 8, 1969 as approved by the Board. This session has been arranged to see how we might best use the potential of the Board in a more meaningful way and express to them the kinds of input that they can have as Board members. Mr. Walker said that no doubt that given the direction in which the agency is moving and the commitments to the neighborhood, it becomes important that the Council's Board of Trustees take advantage of this opportunity. The counsel and interest of the Board was solicited for this one day session. Rev. Parks asked if only the Board members were invited. It was replied that this was for Board members and that a separate session would be held at a later date for neighborhood corporation boards.

Mrs. Butler, Training Coordinator said that it will be a valuable experience and that they hoped to attain a certain level of success. The Training Department will be sending out more material from Sterling Institute and the Board members can collect their thoughts and think of things to contribute to the Board Institute to make that session work out to the best of our advantage. Rev. Branch added that Sterling Institute had impressed CEO favorably as an Institute for development and upgrading leadership. He said this session will show all members how they might be more effective Board members. He asked for a good attendance on November 8th at the meeting of Board members.

Mr. Dan Larsen was introduced to the Board as CEO's Program Analyst from the Regional Office. Mr. Larsen said that in speaking as a former Presbyterian Minister, he was happy to see that there were so many ministers present, and that this was the first Board meeting he had been able to attend in almost a year. He said that he hoped to have a closer working relationship with the program. He mentioned that at the November Board meeting, a Memorandum of Understanding would be worked out and further discussion on the funding level for next year. Mr. Larsen said that he was available after the Board meeting if there were any questions. In terms of funding for next year, most agencies are funded at the same level or at the levels which they are presently spending. This has resulted in sizable cuts. This would also apply to Cleveland, only if by the end of the year all of their money had not been spent.

Mrs. Falkowski asked about the deadline for proposals for Head Start. Mr. Larsen said that this was between OEO and HEW, although OEO is still handling such matters. Mrs. Falkowski said that Head Start by the schools is being taken out of Tremont, and that Tremont, now a new target area had no Head Start Program. Mr. Larsen said that this matter is up to the Board of Trustees. Mr. Findley read a copy of a letter to Mrs. Gloria Small in regards to Head Start for Tremont and said that Mrs. Small, Head Start Coordinator is working on a resolution of the matter. Rev. Branch requested that this be completed and reported on at the next Board meeting.

Mrs. Riggins from the Central Community Opportunity Board expressed concern that Resident Participation remain delegated under GCNCA rather than become a part of the neighborhood corporation to be formed. It was explained to Mrs. Riggins that as neighborhood center corporations are formed, it becomes their exclusive right to determine if it retains Resident Participation or contracts the program with GCNCA. This decision is made by each neighborhood.

V. Committee Reports

Rev. Branch read the report of the Nominating Committee as follows:

The Nominating Committee in its report to the Board of Trustees at its last meeting recommended that present target area representatives selected by the Community Opportunity Boards continue to serve until the duly constituted and approved neighborhood corporations forward to the Nominating Committee of the Board of Trustees, their selected nominees for Board membership for the ensuing year.

The Nominating Committee received from the Tremont Resident Service Corporation Board of Trustees, a letter advising the committee that Mrs. Bertha Falkowski will be the resident person representing the area on the Board of Trustees of CEO. This was also supported by a copy of the minutes of the meeting.

The Committee received a letter signed by George Edwards, President of the Glenville Multi-Service Board, advising that at a regular meeting of the corporation board, the following were selected as members of the CEO Board of Trustees:

Mrs. Margaret George	11612 Temblett Avenue
Mrs. Laura George	1322 East 114 Street
Mr. Frank Brewer	610 East 99 Street

The Nominating Committee submits the following names for membership on the Board of Trustees:

Tremont Resident Service Corporation

Mrs. Bertha Falkowski
2105 Barber Avenue

Glenville Multi-Service Corporation

Mrs. Margaret George	11612 Temblett Avenue
Mrs. Laura George	1322 East 114 Street
Mr. Frank Brewer	610 East 99 Street

Rev. Shoup read the Community Participation Committee report. He said that the major business of the committee was consideration of the Hough Community Council as the neighborhood group for Hough. The committee met with DeForest Brown and members of the Council; this meeting was chaired by George Edwards. The proposal was discussed and it is the recommendation of the committee that the Hough Community Council be recognized as the neighborhood corporation for Hough. Rev. Shoup moved and Rev. Parks seconded. Motion passed unanimously.

In view of the elections held on the West Side and problems arising from these elections, the core group met with the committee. After a thorough and lengthy discussion, new elections were decided on for the West Side. They are proceeding and a great deal has been learned from the first experience. Rev. Shoup said that this was not a matter for vote action. He said that they are having a difficult time bringing together a wide variety of groups from different persuasions, but they have brought together the first effective group of coalition to be seen on that side of town. Our faith in that core group is sustained and will continue. By next month it is hoped to have a report that will indicate that this faith was not misplaced, and will be willing to respond to any questions in this regard.

Rev. Shoup mentioned that there were two committee meetings held on the Emergency Food Program. There was a joint committee meeting between the Community Participation Committee and the Priorities Committee which met in detailed review of some problems associated with the program. There was free wheeling discussion that was made a part of the record and a number of conclusions were stated and designed to be a positive response to a difficult situation. The program had been administered well under very difficult and trying circumstances. He recommended as a result of this study that our staff be directed at the present time to explore new ways to administer funds for such a program if such funds should become available and report back to the Board in November. These funds are made available of course on a short term basis and there was not a great deal

of time allowed for the planning of this program. Rev. Parks asked why a representative of the people was not invited to the joint meeting--they should have been able to sit in on it to be able to relate what happened to the Community Opportunity Board. Rev. Shoups said that committee members were invited and did participate. The recommendations of the committee were approved in a move by Wendell Erwin and seconded by Miss McIntosh that to explore new ways of administering emergency funds should be pursued by staff and alternative suggestions be referred back to the Board. Motion passed.

Mrs. Laura George, Vice Chairman of the Priorities Committee reported that the committee had met and reviewed the Plans and Priorities for Program Year "E" in the CAP 81. She advised that the committee had approved the Plans and Priorities for Program Year "E". It was moved by Mrs. George and seconded by Wendell Erwin that the report of the committee be approved. Motion passed.

The Management Committee report was submitted as follows:

The Management Committee of the Board of Trustees of the Council for Economic Opportunities respectfully requests that the following two amendments be made in the Regulations of the Council for Economic Opportunities:

1. Article II, Section 2, Paragraph (A): (Present Form)

"(A) A total of fifteen (15) members shall be representatives of the poor, selected by each of the five (5) area Community Opportunity Boards as follows: Four (4) from Hough, three (3) from Glenville, one (1) from Kinsman, four (4) from Central, and three (3) from the West Side based upon distribution of area poor (persons eligible for services rendered by programs funded under the Economic Opportunity Act of 1964 as amended). The members selected from each of these areas shall be residents of the area which they represent."

Recommended Amendment:

(A) A total of fifteen (15) members shall be representatives of the poor, selected by each of the five (5) area Community Opportunity Boards as follows: Four (4) from Hough, three (3) from Glenville, one (1) from Kinsman, four (4) from Central, two (2) from the West Side and one (1) from Tremont based upon distribution of area poor (persons eligible for services rendered by programs funded under the Economic Opportunity Act of 1964 as amended). The members selected from each of these areas shall be residents of the area which they represent.

2. Amend Article II to include a Section 6 reading:

Section 6.

Any member of the Board of Trustees who fails to attend three (3) consecutive meetings of the Board without having such absence approved by the Board, shall be considered effectively to have resigned his position on the Board.

Motion passed unanimously.

VI. New Business

Rev. Shoup commended George Edwards for his service on the Community Participation Committee. He stated that responsible Board members have been very difficult to find and that Mr. Edward's presence will be missed. This was Mr. Edward's last meeting as a Board member.

Mr. Edwards asked to have notices of meetings and other information sent to him and other heads of neighborhood center corporations that they might be aware first hand of the actions of the Board.

Mrs. Graves inquired about membership of the City-Wide Head Start Council on the Board. Mr. Findley said that the request had been sent in too late to be considered by the Nominating Committee and has to be held until there are other vacancies. There is representation though since Mrs. Graves is a member of the City-Wide Head Start Council and the CEO Board of Trustees.

VII. Adjournment

It was moved by Rev. Shoup and seconded by Wendell Erwin that the meeting be adjourned. The meeting was adjourned at approximately 3:15 p.m.

Respectfully submitted,

Mrs. Helen Golub
Secretary

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND

1350 West Third Street
Cleveland, Ohio 44113

BOARD OF TRUSTEES

MINUTES

Regular Meeting
November 26, 1969

ATTENDANCE

Rev. Emanuel S. Branch, Jr., Presiding

James H. Bell	Rev. Lenton Gunn	Rev. Robert V. Parks
Mrs. Bertha Falkowski	Paul B. Hamilton	Michael Potts
Mrs. Margaret George	David G. Hill	Monsignor A.J. Quinn
John H. Gherlein	Rev. Horst Hoyer	Mrs. Edwardina Riggans
Rev. Sterling E. Glover	Clarence L. James	Mrs. Rose Ross
Mrs. Lucinda Graves	(Representing the Mayor)	Mrs. Edna C. Shalala
Richard R. Green	Miss Edith McIntosh	Rev. Roger S. Shoup
	Mrs. Louise Mitchell	Mrs. Lillian Wilcox

- I. The Regular Meeting of the Board of Trustees of the Council for Economic Opportunities in Greater Cleveland was called to order by Rev. Emanuel S. Branch, Jr., Vice Chairman at 2:10 p.m. on Wednesday, November 26, 1969, in the Community Room of the Cuyahoga Savings Association, East Ninth and St. Clair Avenue.
- II. Rev. Branch introduced two new members to the Board of Trustees representing the Glenville Area; Mrs. Margaret George and Frank C. Brewer.
- III. The Minutes of the last Regular Meeting of October 22, 1969 were approved as mailed.
- IV. There was no correspondence.
- V. Report of the Executive Director

In speaking of the period of refunding that has just passed, Mr. Findley said that he was deeply grateful to the many who had given their time. The planning process and the development of proposals this year started in the community with the necessary involvement of residents, more than ever before. The Director went on to explain that in past years, delegate agencies and others

assumed responsibility for the reproduction of their own proposals and this year CEO staff assumed this duty with the resultant tremendous load placed upon a limited central office staff.

The Director called attention to the Board of the Memorandum of Understanding between CEO and the Great Lakes Regional Office as the basis for the refunding of the agency for Program Year "E". Copies had been mailed to the Board of Trustees. The Director mentioned that the Regional Office was later in the pre-review funding process and the Memorandum of Understanding this year than last year, which was no doubt the result of the pending delay by Congress in approving the Economic Opportunity Act.

Mr. Findley thanked those who attended the November 8th Board Workshop Training conducted by Sterling Institute. Those who attended will attest to what the Board Training really meant to them. During the training of neighborhood corporation boards, it is hoped that there will be the same kinds of cooperation as there was on behalf of the CEO Board of Trustees. There will also be staff training for CEO staff.

Mr. Findley asked the Board at this point to adopt a policy statement opposing the Murphy Amendment. The Amendment will seriously cripple the kinds of participation and involvement of legal services on behalf of the poor. The Board of Trustees should go on record to oppose the Amendment and to follow whatever procedure necessary before this comes for final action by the Congress. Mr. Findley detailed to the Board the new shift of emphasis by CEO with neighborhood self-determination and advised that the Department of Research and Evaluation will be responsible for constant ongoing evaluation of CEO programs. He mentioned the early concern of CEO for evaluation and cost benefit analysis as evidenced by the combined efforts of CEO staff and the donated help of Battelle Memorial Institute. This was under a Special Evaluation Committee of the Board and was chaired by Mr. Donald Carmichael. He asked that a Special Committee for program evaluation be appointed with regular reports back to the Board of Trustees.

The Director spoke briefly on the need for some organizational changes for Central Administration in keeping with the new responsibilities of the agency. This had been brought to the attention of the combined Management and Priorities Committees.

At the close of the Directors report, Miss McIntosh agreed that the Board Institute was well worthwhile. Councilman Bell expressed interest in the effect the Murphy Amendment will have on the life expectancy of the operation, money-wise. The Murphy Amendment addressed itself to the legal services program giving the State Governor absolute veto power over the program. Clarence

James explained further by stating that this action came about as a result of Legal Aid problems in California with Governor Reagan. This Amendment was intended to stymie any legal aid office that might have a case for the poor (especially against a government agency), that did not meet with the approval of the Governor. Richard Green moved that the Board go on record as opposing this Amendment. Mrs. Ross seconded. Motion passed unanimously.

The motion to reinstate the Special Evaluation Committee as recommended by the Director was taken up. This would be a committee whose responsibility it would be to continue evaluation of all the programs. This was a special committee at the time and this request should read the same. The three chairmen of the standing committees of the Board were members of this committee. Councilman Bell asked what was David Hill's position in this matter. Director Findley said that Mr. Hill is Chairman of the Priorities Committee which recommends to the Board the priorities of funding levels. He will be on the special committee as will be the chairmen of the other committees. Rev. Parks asked if the community people will be involved and it was replied that they would. Mr. Hill moved and Rev. Parks seconded. Motion passed.

The Memorandum of Understanding from the Regional Office was acted upon. It was moved by Mrs. Edwardina Riggans and seconded by Rev. Parks that the Memorandum of Understanding be accepted. Motion carried.

VI. Committee Reports

Priorities Committee. Mr. Hill mentioned that the Priorities Committee had made it mandatory that all programs be reviewed by neighborhood committees before being passed by the Priorities Committee. This was true of YEP and Legal Services, HOPE, Glenville Development and Tremont Housing.

The Priorities Committee recommended the following approvals of submitted proposals:

Foster Grandparents Program	\$ 107,114
Project CARE	40,000
Training Proposal	42,541
Youth Employment Program	671,402
HOPE, Inc.	150,664
Glenville Development Corporation	269,820

(The Priorities Committee recommended that this contract come through the Glenville Multi-Service Corporation Board from CEO)

Tremont Housing Corporation	29,282
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The Priorities Committee in approving the Glenville Development Corporation and Tremont Housing Corporation made known to those involved that they are asking for money which might not be available and there is no positive assurance of funding.

Spanish American Committee	23,062
Domestic Workers of America	22,844

The Priorities Committee advised the Board that the Spanish American Committee and Domestic Workers programs were funded last year on a one shot basis by the Regional Office because on a surplus of Regional Office money at the close of the fiscal year. The Committee recommends approval of these proposals if money is available at OEO, Chicago.

Neighborhood Opportunity Centers

Central Opportunity Center	159,731
Glenville Opportunity Center	157,886
Hough Opportunity Center	215,529
Kinsman Opportunity Center	132,230
Near West Side Opportunity Center	152,231
Tremont Opportunity Center	37,379

The Committee recommends that Legal Aid will designate a coordinator of Economic Development this year. They are asking for more money this year because they can get more money--more money has been put into this program on the national level and LAS intends to get out into other areas with other activities through the additional money available only to them. There should be some way to tie these resources to the existing structure so that there would be some assurance of communication here and, ⁱⁿ each of the components also being funded by OEO. Legal Aid provisions for Program Year "E" are as follows:

1. That the Legal Aid Society will designate a Coordinator of Economic Development from its staff. He will also act as a liaison among the Council for Economic Opportunities, the City of Cleveland, the Association of Community Development Corporations, and the Legal Aid Society.

The Legal Aid Society will assist the neighborhood multi-service corporations; upon their request, in planning, setting priorities, and implementing economic development programs.

2. That regular meetings of the following persons will be held to consider technical assistance on economic development:
 - a) a representative of the Council for Economic Opportunities appointed by the Executive Director of the Council;
 - b) a representative of the Legal Aid Society appointed by the Director of the Society;
 - c) a representative of the Human Resources Administration of the City of Cleveland appointed by the Director of the Administration;
 - d) a representative of the Community Development Department of the City of Cleveland appointed by the Director of the Department;
 - e) a representative of the Association of Community Development Corporations appointed by the Association;
 - f) a representative of Cleveland State University's Urban Institute appointed by the President of the University.

3. That the Legal Aid Society will confer promptly with the Boards of each multi-service corporation, upon their request, and will acquaint each Board with all ongoing technical assistance and other resources available for Program Year "E".
4. That all programs incorporated in the Legal Aid Society's refunding proposal for Program Year "F" will be developed in regular meetings of the multi-service corporation Boards.
5. That the contract between the Council and the Legal Aid Society for Program Year "E" will incorporate the substance of the above provisions (1)-(4).

The Priorities Committee presented recommendations of the Parent Advisory Committee for Day Care and Head Start. The Chairman said that in examining recommendations, the Priorities Committee found that there were problems regarding the constitution of the City-Wide Committee.

1. There were 24 representatives from Head Start organizations and eight representatives from Day Care. A ration of three to one.
2. There was a conflict in the amount of money being recommended by this group for Day Care and Head Start.
3. A recommendation being made to terminate the services provided by the Community College of technical assistance to 19 Day Care Centers.

He said that without this technical assistance, these 19 centers would eventually dry up. The only way they could keep their doors open is because of federal money and the centers must be maintained at the federal level of quality care and this can only be done through the technical assistance provided by Community College. He noted that \$25,000 was to be taken away from the College and divided between the agencies by the Parent Advisory Committee itself.

4. The balance of funds caused by the reduction of funds to Community College would be used for staff career development of the people involved in the Head Start program.

According to the by-laws, there were problems presented regarding composition. Each delegate agency was to have three representatives and one alternate. There were only three representatives and one alternate all lumped together.

Cleveland Board of Education
East Cleveland Board of Education
Hough Parent and Child Center
Follow-Through Program
Day Nursery Association

Community United Head Start
Catholic Diocese Head Start
Greater Cleveland Neighborhood Centers
Association Head Start
Community Day Care
15 or 16 other centers

All equally funded by Cleveland: NOW ! with the representation of three people which is in conflict with the by-laws that say each agency should have three representatives.

All decisions on the uses of converted Summer Head Start funds are to be made with the involvement and concurrence of the policy advisory committee. There is over representation on the advisory committee from head start delegate agencies with under representation from day care. This Board of Trustees has never approved the committee.

Mr. Hill reported that the Priorities Committee had taken into account the concerns and recommendations of the City-Wide Parent Advisory Committee and after much discussion and consideration of these proposals, the following action was taken:

A motion was passed reaffirming CEO's intention to contract with Cuyahoga Community College for provisions of Day Care consultant services at an annual cost of \$54,000. This action was contrary to the recommendations of the City-Wide Parents Advisory Committee.

A motion was passed by the Priorities Committee approving a total level of funding along with the approval of Head Start and Day Care sites and delegate agencies without specific dollar amounts attached to each program site.

A motion was offered and deferred that the funding of non-target area Day Care centers be withheld until such time as a Head Start or Day Care facility for the Tremont Area is established.

Career development was approved as recommended if money can be found to cover the cost.

Mrs. Patton representing the Parent Advisory Committee asked to be heard. She questioned the Priorities Committee having a quorum when their action was taken. She traced the history of the City-Wide Parents Advisory Committee and said it was true that there are three representatives and an alternate from each Head Start delegate agency. When they were formed, the first of the year

there were no Day Care Parents Advisory Committee. They are now being organized and made a part of the City-Wide Parents Advisory Committee. Mrs. Patton said Day Care parents were part of the City-Wide Committee in the approving of the committees recommendations to the Priorities Committee. She said that the Parents Committee had met with the consultants from Community College and it was the considered opinion of the Parents that quality consultant services at less cost could be provided by the delegate agencies. She advised the Board that this would free up badly needed funds to provide career development for non-professionals who needed this training to elevate themselves and move up the career ladder.

Mr. Hill in replying to Mrs. Patton advised that a quorum of the committee was any given number of people who attended a duly constituted meeting. He stressed the importance of a relationship with Community College for training because of federal requirements.

Mrs. Gloria Small stated that the three agencies that the Council had in mind for consultant services were Community United, GCNCA, and the Day Nursery Association. These agencies have their own built in consultant services, have been operating head start programs and are well aware of day care problems. She said that there is no such thing as head start versus day care. The constitution as presented to us incorporates day care although several day care people were in operation for three months and we did not meet them until a few days ago. The head start program last year did not have a City-Wide Parent Advisory Council and was formed with the assistance of Mrs. Draper, OEO consultant, who came to Cleveland to consult with the parents and other programs. Services were supplied by the Legal Services office to assist CEO in the formation of the Parent Advisory Council. None of these groups said that this was illegal in any way. It has been suggested that day care is not adequately represented and that conversion money would be used for new children. Five of the centers being talked about had not been funded by CEO for a full program year before. Eleven day care centers are being funded by CEO at this time, represented by three parents and one alternate--there had been no mention of inequity and misrepresentation. If the head start manual and further action had to be taken on the part of the committee, no staff person on the Child Development Unit and no members on the Parent Advisory Council were so advised. As far as a City-Wide Parent Advisory Council, this gets rather expensive. If what is being understood here is three parent representatives and one alternate, there would be about 60 people from the day care centers alone.

Mr. Hill said that the constitution had not been carried out, but was not being referred to as illegal. He said that under a memorandum of agreement by CEO, the City and the County, the responsibility for refunding of all those centers

was rested squarely with CEO. In regard to centers that were funded with one shot funds, this Board did take the action that these centers should be worked with just as the others. The reason that this Board condones PAC was to make sure it is representative of the people it is expected to serve with proportionate representatives from head start and day care. This has turned out to be three to one representation. This Board has the authority and the prerogative to approve the PAC before it becomes an official committee of this city. Mrs. Lucinda Graves spoke in behalf of the City-Wide Advisory Committee and as a representative of the Parent Child Center, and said that there could not be a better organized working committee. The mothers have reviewed these proposals very intelligently and more credit should be given to them for these are parents of children in the programs.

Mr. Paul Hamilton asked if consultants of head start and day care should all be involved. Mrs. Patton felt that other colleges should be involved. In the proposal it states that other colleges and other resources be included. Mr. Hill said that Community College has geared its services to day care and other agencies have geared theirs to head start.

Mrs. Patton mentioned Edith Gaines, who is used in some courses at Community College and in career development at Case-Western Reserve University. Mr. Sam Ivy said that in his opinion, if consultant services are cut as proposed and spread out, it would dilute the effectiveness of the services. There are 14 individual delegate agency day care centers individually contracted from CEO as opposed to a head start delegate agency which may operate 13 centers with an overall contract from CEO. Fourteen centers, many of which do not have the kind of capabilities that are needed to help develop as fast as possible and upgrade the curriculum in these centers. Programs that you want to delegate this responsibility to are concerned for their own program operations. If \$54,000 is cut in half and divided among delegate agencies of head start in terms of centers and what they hope to achieve, the day care centers would have to close because of not meeting day care standards.

Rev. DeForest Brown said that the Hough Development Corporation was beginning a plant this year, but there will be mothers who cannot come to work until they have a day care home to see to their children. He said that he hoped that something could be done because opportunity for people to go to work will be cut off if this kind of supportive service cannot be provided for these women. Rev. Parks said that Community College is the only training program that gives the certificate for the training that the career girls are taking. Councilman Bell asked if there was some contention about Community College continuing as consultant. Has Community College given the required training for this program as funded. Mr. Findley said that they are doing a good job now and after getting off the ground, good reports are coming back now.

Mrs. Patton said that if the parents of children in the programs are to be disregarded, there is no need to have a Parents Advisory Council. She felt that the Board of Trustees should be aware of their concerns and consider their judgment. After further discussion, it was moved by Rev. Sterling Glover and seconded by Mrs. Rose Ross that the Priorities Committee report on funding levels for day care and head start be approved. Motion passed.

It was moved by Rev. Roger Shoup and seconded by Mrs. Rose Ross that the Priorities Committee be given the authority to resolve the matter of career training and consultant services with the Parent Advisory Committee, and their decision will be acceptable to the Board of Trustees. Motion carried.

The presiding officer, Rev. Emanuel Branch stressed the importance of the Parent Advisory Committee and the Priorities Committee meeting to resolve the problem. He offered his services when the Committees meet.

A resident of Tremont, Mrs. Shirley Smith next presented a petition to the Board of Trustees requesting the Board to deny funding to the Community Housing Coalition, Inc. until it is properly representative of the interest and needs of the Tremont Community. It was charged that no one had seen the proposal. It was explained by members of the Tremont Multi-Service Corporation that the proposal was properly reviewed and approved by the Executive Subcommittee which is part of the Multi-Service Corporation Citizen Review Committee. After further discussion, it was suggested by the presiding officer, Rev. Emanuel Branch that efforts be made in the community to resolve the matter. It was moved by Mrs. Ross and seconded by Mrs. Riggins that this be done. Motion carried.

The Priorities Committee in its meeting deferred approval of the Legal Aid Proposal pending an acceptable alternative by Legal Aid as to proper relationships between the Legal Aid Technical Assistance concerns and the priorities and coordination concerns of each neighborhood corporation. A proper alternative suggestion was presented to the Board by Legal Aid Director, Mr. Lyonel Jones (previously spelled out on pages five and six), and it was moved by Mrs. Ross and seconded by Mr. Hill that the alternative as outlined be accepted. Motion carried. It was moved by Mrs. Ross and seconded by Richard Green that Legal Aid be approved for funding in the amount of \$1,406,069. Motion carried.

Community Participation Report

Recommendations from this committee were that:

1. Kinsman, Central and the Near West Side (pending the outcome of the recent elections in that area) the core groups be recognized as the authorized group to review proposals. This was moved by Mr. Hamilton and seconded by Mr. Green. Motion passed.

2. Tremont's six month probationary period be waived. It is part of the guidelines, but it is felt that it is not necessary and that they should be allowed to enter into negotiation with CEO. In the Tremont Area, the structure is already there so that there is no need for this probationary period. It was moved by Mr. Hill and seconded by Mr. Bell that this period be waived allowing this corporation to begin to move ahead.
3. Board modify the guidelines to permit CEO to waive probation periods. This was moved by Mr. Hill and seconded by Mr. Bell.

Rev. Shoup read the report on alternatives for the issuance of the Emergency Food and Medical Services Program grant as follows:

It was recommended that for Program Year "E" (1970), the Emergency Food and Medical Service Program grant be given in bloc allocations to the six neighborhood corporations. In keeping with the philosophy of assisting neighborhood groups, a contractual agreement would be drawn up committing CEO to the concept of neighborhood control in the development and administering of the grant in their area. This would offer a major role to the neighborhood corporation in the decisions that affect their neighborhood and the programs and services that are designed to serve them.

The total grant would be for \$100,000 and the amounts allocated to each target area would be as follows:

Central	\$ 19,000
Hough	19,000
Glenville	17,000
Kinsman	14,000
Tremont	14,000
West Side	17,000

\$ 100,000

The neighborhood corporations are working toward accomplishing economic objectives. Possibly they may decide on one of the following possible projects.

It should be clearly understood that the neighborhood corporation will be the policy making agency which will provide the thrust, leadership, and approval for projects within the community. What CEO has done, is to simply identify a series of tentative projects which the neighborhood corporation may consider feasible at some point.

Group Health Plan. The purpose of the health co-op is to provide health care. Co-operative action would not only reduce the rising cost of health care, but would also spread medical knowledge more widely. Through the group health plan, families by paying monthly dues can budget for health care by pre-paying teams of doctors to guard their health through regular check-ups, education and treatment. This can be done through the NOC's or a mobile health unit. Families continue to have "their own doctor" whom they see regularly. In some cases, the family never had a "family doctor" before.

Costs vary according to the type and extent of services, but dues are based on schedules of charges agreed upon by participating medical practitioners and the group itself. Whatever is left after the cost of providing services is paid is refunded to members--in additional services. Group care plans emphasize keeping members well, in addition to treating them when they become ill. This plan would not include hospital care. But families belonging to group health plan would require less hospital care than the general population because of the preventive care they receive.

Community Kitchen. This program would provide prepared meals in a centralized area for needy individuals who are 65 and over. Under such a program, the kitchen will be established either on the premises of, or within the immediate surrounding neighborhood area of subsidized housing. A trained cook and dietician would be available for the planning and preparation of the menu that would also include the restricted or special diet if requested.

The object of this program would be to facilitate those elderly persons in most cases with extremely limited budgets not only in the area of direct savings, but also to alleviate to a small extent a chore which on some might only be accomplished with difficulty.

Drug Co-op. An important part of the cost of health care is the cost of drugs. The drug co-op may buy items from a mail drug service or through consumer drug firms.

Consumer Co-ops and Buying Clubs. When items are bought in quantities, people are able to save money because there is no labor cost. Supplies may include food, household supplies and dairy products. By investing a small amount, people can get benefits from the start. Cooperatives can help people get things done by working with others as a group, and make them more independent.

Food Stamps. The purpose of the Food Stamp Program is to assist low-income households to increase their food purchasing power and to upgrade the quality of their diets. Stamps are used to purchase any food--except certain imported items--from regular retail stores at the retail price prevailing there. The grant of funds could be utilized for the purchase of food stamps for those needy individuals who do not have the available funds.

Super-Market Co-op. It may be wise if neighborhood corporations will turn its attention first to the grocery field. It is in the neighborhood food market that low-income people are most visible exploited on the neighborhood level. The neighborhood corporation could operate a moderate scale neighborhood food market in each target area or pool their monies and establish one large scale super-market located in a centralized area.

Direct Services. Our experiences in implementing this project have tested the established procedures and it indicates to us the guidelines should be changed if the neighborhood corporation should decide to pursue this means of distributing funds.

The Emergency Food and Medical Service Program is very much needed and it is a program which will assist agencies such as ours to document the existence of hunger and malnutrition in the community and to seek out and aid the "poorest of the poor."

It was recommended that the neighborhood evaluate the direct services of giving grants of money to families. Rev. Shoup recommended approval of this alternative plan, seconded by Mr. Hamilton. It was said that basically money could be allocated on an equal basis to the neighborhood corporations for their dispersal and not be given as direct aid. Neighborhood corporations would in the final analysis be responsible to maintain the money that would come to them. Mr. Walker and Wendell Atkinson were thanked for submitting this report.

Management Committee Report

The Management Committee report was read by Rev. Branch as follows:

The Management Committee met in joint session with the Priorities Committee on November 25, 1969 at 12:00 Noon to review and make recommendations on the funding of the Council for Economic Opportunities' request for funds for Conduct and Administration during Program Year "E".

The joint committee considered a reorganization plan for Central Administration which would make more effective the operation of the agency. The major change would be the phasing out of the Grants-Management Department. The members

of the Committee saw and approved the new organizational charts. These changes are to effective with the new Program Year in keeping with the CAP "7" Work Program.

The proposal as submitted, requesting federal assistance in the amount of \$511,060 with a total budget of \$548,134 was unanimously recommended by the Committee. Therefore, the Management Committee requests the Board of Trustees to approve this application as submitted and distributed to the Board. It was moved by Mrs. Ross and seconded by Mr. Hill that the Management Committee report be accepted. Motion carried.

VI. New Business

Mr. Dan Larsen of OEO's Regional Office, program analyst for Cleveland, was introduced. He stressed the importance of the Memorandum of Understanding and said the Regional Office will be particularly interested in the technical assistance area to be provided by CEO as in the case of Legal Aid and other program accounts. He mentioned the possibility of CEO using YEP enrollees in the private business sector. He would like to see all efforts made for neighborhood corporations by February 1, 1970. Rev. Shoup said that it is being emphasized that all corporations be developed as soon as possible. Rev. Parks asked if we were doing what CEO wants or what OEO, Chicago wants. Mr. Larsen replied that the agreement had been worked out with staff and it is what both desire.

David Hill asked when we would know if the money will be available and Mr. Larsen said by the end of January.

VII. Adjournment

The meeting was adjourned at approximately 4:15 p. m.

Respectfully submitted,

Mrs. Helen Golub
Secretary

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

BOARD OF TRUSTEES

MINUTES

Regular Meeting
January 21, 1970

ATTENDANCE:

Rev. Emanuel S. Branch, Jr., Presiding

Bruce H. Akers
Mrs. Martha Davis
(Representing Eugene Burns)
Mrs. Bertha Falkowski
Mrs. Laura George
Mrs. Margaret George

John H. Gherlein
Donald H. Gordon
(Representing Richard Green)
Mrs. Lucinda Graves
Paul B. Hamilton
Rev. Horst Hoyer
David G. Hill

Miss Edith McIntosh
Michael Potts
Mrs. Edwardina Riggans
Rev. Roger S. Shoup
Raul Vega

- I. The Regular Meeting of the Board of Trustees of the Council for Economic Opportunities in Greater Cleveland was called to order by Rev. Emanuel S. Branch, Jr., Vice Chairman at 2:15 p. m. on Wednesday, January 21, 1970, in the Community Room of the Cuyahoga Savings Association, East Ninth and St. Clair Avenue.
- II. The Minutes of the last Regular Meeting of November 26, 1969 were approved as mailed.
- III. There was no correspondence.
- IV. Report of the Executive Director

The Director thanked the Board members who attended the Wassail Bowl Reception held at Stouffer's Country Kitchen on December 23, 1969, honoring those Board members who served as committee chairmen, or in the capacity of a Board officer. They were given plaques in recognition of their service on the Board. Dr. James Norton, Donald Carmichael, Dr. Kenneth Clement, Harold Boehm, Charles Lucas and Rev. Donald Jacobs were among those so honored. With the participation of various neighborhood committees, Board members, and staff, it was a fitting affair for the Christmas season. He thanked Mrs. Cargill for arranging the festivities, noting that East Ohio Gas and Ohio Bell picked up the tab for this occasion.

On Saturday morning, January 17, 1970, a tour was arranged for the Junior League. They have worked with our program for two years straight and have contributed cash contributions. The tour was set for Saturday so that the Junior Leaguers could bring their husbands. They sent a letter of thanks, since the tour, and pledged their support of CEO. January 7, 8, 9, 1970, staff of CEO had a three day training session at Hospitality Inn. This was done through a contract with Sterling Institute of Behavioral Sciences. It was a meaningful experience and should stand all in good stead. This was arranged by Mrs. Annette Butler, the Coordinator of Training. This will be followed by another training session for neighborhood corporation boards.

Mr. Findley next announced that there had been a series of programs around the problems of the elderly. The Project CARE Program has been expanded this year under Mrs. Norma Wisor, who was interviewed recently on TV 3. Mrs. Wisor said that Project CARE has been looking forward to Program Year "E" and there is an application in at the Foundation which will allow us to employ 15 older persons as personal assistant aides. During the field work endeavors, we are finding older people isolated in the community who could use some simple work to help them remain independent. In the Glenville Area, the senior workers had a meeting of 80 older people who have been contacted in the community. There is a senior community services corps actually administered by the American Association of Retired Persons. There 52 people placed in jobs; a job developer working in the private sector who has placed 60 people in various jobs in the community. It is also hoped that they will get an additional 20 slots to employ more older people. It is felt that the problems of the elderly are becoming more visible in this community. As previously mentioned, the problems in New York as shown on TV related very much to the problems being faced in Cleveland.

Two people from staff attended a meeting in Chicago relative to developing guidelines for YEP where presently emphasis is based on developing a year round program. On the trip to Chicago, the guidelines were explained. We have been ahead in this program as compared to other programs in the Region. The new guidelines de-emphasize recreation and strongly emphasize employment opportunities for work sites that provide real meaningful kinds of experience for the kids who are placed and economic development kinds of concerns and self-help projects. There is heavy stress on making this a full year program. We are now revising our full work program which has gone to Chicago already. We are de-emphasizing the summer expansion of that program and evening it out so that it works like a 12 month program and in the new guidelines there is very heavy stress on meaningful use of youth councils to advise and administer sections of the program. We will be sharing with you as time goes on exactly what this will mean in Cleveland. James Billups, Youth Employment Program Director; Miss Patricia Hoover, Administrative Assistant; and Mrs. Gwendolyn Wise, Youth Counselor, also attended this conference.

(Insert after second paragraph on Page 2)

The Director advised the Board of a meeting he had arranged for the Comprehensive Family Health Care Program in Columbus with Mr. Canary of the State Welfare Department. In keeping with the approved OEO Family Health Care budget, it is necessary that the Project receive Title XIX reimbursement from the State of Ohio. Making the trip were Dr. Joseph Martin, Dr. Robert Williams of University Hospitals, Mr. Ray Durn, Attorney and James Turner. A tentative solution has been worked out leading to Title XIX reimbursement.

Mr. Robert Garnett, Director of Research at CEO was called on to speak on the YEP evaluations just received by the Board. He said that during the November meeting, it was approved by the Board that a Special Evaluation Committee be reinstated. Evaluations have been considerably expanded for Program Year "E" and the content of the Research Department report deals with many of the summer programs that operated in Cleveland. Questions dealt with were--did they achieve their stated goals, and in terms of whether aggregated programs achieved their stated goals, were answered in this evaluation. As in the case of the Mayor's Council on Youth Opportunity, their primary purpose was to increase recreational and educational opportunities for young people. These programs made possible 9,000 jobs for young people; the Cleveland Board of Education also had an expanded program.

The expanded mission of the Research Department for Program Year "E" is that though they have defined summer programs in the past, in the future, it plans to embark upon a program where many of the programs of CEO will be evaluated as well as an indepth evaluation of the summer programs. MIS functions will be assigned to the Research and Evaluation Department.

Rev. Shoup asked what was the status of the Special Evaluation Committee. Mr. Findley said that it had not been appointed yet, but if possible he suggested the appointment of a committee similar to the previous one. If Rev. Parks is available as a resident person along with chairmen that are now with the standing committees this would complete the committee, because these people have worked on this committee previously and would be familiar with cost benefit analysis which would tie in very closely. Rev. Shoup recommended appointment of someone other than chairmen of the standing committees. The chairmen of the committees might appoint these people themselves, possibly someone from the committee. This was acceptable to the Board.

V. Committee Reports

Mr. Hill reported to the Board of discussion at the last Board meeting as to what took place in the Tremont Area regarding the Tremont Housing Proposal. He referred to minutes of November 14th of the Multi-Service Resident Corporation and to those present during those deliberations. On Page 2, Paragraph 2, it was moved and seconded and carried by the Tremont Resident Service Board that it be recommended for funding to this Board of Trustees. There was some discussion as to whether this had gone to the Tremont Board, but these minutes prove that they had. Mr. Hill, therefore, moved that the Board minutes of that organization be accepted and the proposal be accepted for recommendation of funding by CEO's Board of Trustees. Rev. Shoup seconded. Shirley Smith of Tremont said at this point that there were still some unanswered questions regarding the proposal and the proper representation on this Resident Service Board.

Rev. Branch said that the question for the consideration by the Board of Trustees was whether the meeting on November 14th of the Tremont Corporation Board was properly called, duly confirmed and held in conformity with all proper guidelines. He said that this Board had not received evidence that this was not done. Rev. Branch permitted the request of Russell Milanich, President of the Community Housing Coalition to make a statement.

Mr. Milanich said that the Tremont Area Civic Association has been interested in community affairs for over 43 years. After the Near West Side and Tremont neighborhoods were separated, the Tremont Resident Service Corporation was formed under the guidelines and the presence of CEO officials. Elections were held under these same procedures. Over a year ago when they tied in with the Near West Side, they met with various groups to get information on housing that was the start of the Coalition. Referring to the proposal for answers to some of the questions, no relocations will be required; new homes on empty lots is what is proposed in areas that are not likely to be changed. These will be homes that low and moderate income families can afford and there are plans to establish general policy guidelines for the maintenance of these units. The \$20,000 that is in question is not being spent on salaries.

Rev. Winegardner spoke on the proposal saying that he believed there was a power struggle between the two groups and that as long as the two communities exclude each other from planning, it will have to come back to this Board. If there is not proper representative groups on the Tremont Resident Service Board, they should be put on.

A resident from the Clark-Fulton Area spoke at this time saying that she attended a meeting on December 3rd which was held to explain the proposal in question and the proposal was accepted by the group that gathered. It was agreed at that time that it was a sound proposal. Rev. Horst Hoyer stated that with the facts as presented and with the cooperation of all concerned, Tremont should be united in this so that it works out for the common good. Residents of the community who have been working with TACA for the last 12 years ask the Board to assist the community in pulling together resources so that they might act and hope for cooperation of all. This was met with unanimous approval.

Henry Meleski of TACA said that funding for this Housing Corporation was to go through the Coalition. He also sets on the Resident Service Board. All those who serve on this Board were elected by the people of the area and if the people who elected us feel that there were mistakes, these people presently serving can be voted out in the next election. At present, those elected will do their best and the board will be as representative as possible. This proposal passed with one abstinence. Rev. Shoup requested that this be spelled out in the minutes so that there will be no misunderstanding as to what was determined.

Community Participation Report. Rev. Shoup in his report recommended that the Tremont Multi-Service Corporation be recognized as the neighborhood group for this Board. They have elected their officers and taken all the necessary steps. Rev. moved and Rev. Hoyer seconded. Motion carried.

It was further moved that the following amendments to Appendix "B" devised to enable neighborhoods to form their own groups. As we get more knowledgeable, we want to incorporate this into regular procedures. Following are the guidelines submitted as Amendments to Appendix B:

1. The President and Center Director are uniquely dependent on each other. Each needs the others skills to fulfill his own role fruitfully. And, while there should be a distinction between and an understanding of the concepts of policy-making and administration, nevertheless, these two roles must be played out in harmony, one with the other. Therefore, it shall be required that the Center Director be accepted as an ex officio (Non-voting member) of the NOC Resident Board of Trustees.

This was moved by Rev. Shoup and seconded by Mr. Hill. Motion carried.

2. A principal OEO mandate with regards to the development of neighborhood boards with responsibilities for neighborhood program operations is that such boards have built in assurances for broad neighborhood representation. Therefore, based upon this mandate, the following guidelines are presented:
 - a. Each corporation must include as a part of its articles of corporation specific provisions to insure that the initial elections for the Board of Trustees and all subsequent elections be conducted in a manner to insure the broadest possible participation in each neighborhood. Further, each corporation shall be responsible for notifying CEO's Community Participation Committee of pending elections at least thirty (30) days in advance of said elections. Part of said notification should include detailed election plans per that corporation's articles of incorporation.
 - b. Each corporation shall be required to establish specific procedures under which groups or organizations of the poor geographic sub-units within a neighborhood which feel themselves inadequately represented on the Board of Trustees of that corporation may petition for adequate representation.

This was moved by Rev. Shoup and seconded by Mrs. Riggans. Motion carried.

Mr. Gherlein asked Rev. Shoup if the Committee had adequate judgment to give responsibility to a group. If the group does not feel that they have had adequate hearings they can petition this Board through the Community Participation Committee Rev. Shoup stated. It would be the Committee's responsibility to view the manner in which they reached their decision. Either would have the right to petition further to the Office in Chicago and they would make a decision or even to Washington who would probably refer it back to Chicago. Every group has the right of petition and the right to a full and fair hearing. Its finalization would depend on the procedures for each group. Each group has a procedure for its election. It would be the responsibility for our committee to determine how this would in fact work. Each Board does have the right to structure its own procedures.

The following resolution was presented to the Board and Mrs. Wisor was asked to make comments:

WHEREAS, a 15% increase in Social Security benefits has been approved by Congress, effective January 1, 1970 and

WHEREAS, approximately 7,600 aged persons living in Cuyahoga County receive such low Social Security payments that their income is supplemented from Federal-State public welfare funds--Aid for the Aged, and

WHEREAS, the aged person in Ohio receiving both Social Security and Aid for the Aged will see very little benefit from the Social Security raise because his welfare payment will be decreased,

BE IT THEREFORE RESOLVED that the Board of Trustees of the Council for Economic Opportunities in Greater Cleveland urge the Department of Welfare of the State of Ohio to see that the following action is taken:

1. The full 15% increase in Social Security be passed on to recipients of Aid for the Aged;
2. That standards of minimum Aid for the Aged payments are raised to provide a similar increase to persons receiving only Aid for the Aged.

Mrs. Wisor explained that in the State of Ohio there are approximately 54,000 people who are receiving both Social Security and Aid for the Aged benefits. There is about a \$100 total monthly income (\$60 from Social Security and \$40 from Aid for the Aged) with the 15% increase, the \$60 will go up to \$69 and the \$40 will go down to \$31. The action itself is to provide for the first time that

each state must give the older person a \$4 increase. Aid for the Aged will be penalized with this increase. It will be at least two years before those on Aid for the Aged get any increase. The Resolution as previously spelled out is recommended to the Board for their acceptance.

Rev. Shoup read a statement at that point further clarifying neighborhood corporations:

A part of the Community Participation Committee's recommendations to the Board of Trustees involves the "recognition" of a new neighborhood corporation which has come to life since the November meeting. This would then be, we feel, an appropriate time to clarify the meaning of some key words in the Neighborhood Corporation Development Guidelines. It is our understanding that the term recognition as referred to in the corporation guidelines adopted by this Board over a year ago, simply means that CEO recognizes and concurs with the various steps through which a given neighborhood has moved in the development of their corporation. We are recognizing that the development has been consistent with the guidelines.

This recognition also would seem to imply a special designation. Of the appropriate neighborhood group with whom CEO staff can begin to negotiate to the eventual end of signing a contract for the responsibility of the NOC operation. In summary, when we recognize a corporation, we are in effect saying that we are in agreement with the process of incorporation and we are opening the doors for future negotiations with that corporation. Beyond this point, the corporation guidelines do not support or imply any additional significance to the act of recognition.

Another point of clarification should also be made with regards to the action which was taken at the November meeting with regards to the six months probationary period as is referred to in "Appendix B." The action taken at the last meeting had the effect of enabling CEO to contract with a neighborhood corporation at the beginning of the six months probationary period, not having to wait until the end of that period as was originally the intent of the guidelines. That is to say, that the six months probationary period will commence as of the effective date of the contract which is signed with each individual corporation. As a part of our intentions of dating all contracts with corporations February 1, 1970, the six months probationary period will, therefore, begin for all corporations on that date. This action did not waive any of the individual concerns which were and are a part of the six months probationary period. In a separate action, the probationary period was waived for the Tremont Corporation because in that instance, the administrative responsibility referred to as a part of this period already exists within the Merrick House structure to which the Tremont Corporation relates.

PART II

The following progress has been relayed to this committee by staff and we, in turn, pass it on to the Board for its information. In preparation for the contractual relationships between CEO and the neighborhood corporations, the following wheels have been set in motion:

- A. A system of separate financial accounts have been established for each of the neighborhood corporations.
- B. Model contracts are being developed by staff to serve as an initial frame of reference in the contract negotiations with each corporation. In-put is being included in the model contract as related to a variety of concerns raised by the Board of Trustees over a period of time, as related to OEO guideline concerns and as related to ongoing CEO standards of sound management.
- C. As per the corporation guidelines, CEO will, of course, serve as a bookkeeper for each corporation during the initial six months probationary period. Staff is, however, preparing at this time, training materials to be utilized in the development of a bookkeeping capability within each NOC operation. It is, therefore, anticipated that as soon as each NOC can demonstrate this capability in this regard, it will assume full responsibility for the fiscal operations of that NOC. A special sense of urgency has been stressed in this regard as related to the corporation's receipt of non-CEO funds and its necessity to account for these funds on its own.
- D. We have been informed that a two phased training program has been developed for each of the new corporations to be implemented in the immediate future. Phase one will be presented by CEO staff and will relate to the mechanics of boardsmanship. Phase two will be presented by an outside training resource and will involve an intensive consideration of goals, strategy, and the whole nature of neighborhood planning. It is anticipated that the bulk of both phases of training will be conducted before the middle of February.

Miss McIntosh asked if this meant that there are two organizations that the West Side is phasing out of the Opportunity Center. The chairman felt that separate agreements should be signed with these agencies for a year, but it does not mean that agreements cannot be signed with these agencies until the six month period is up. Mr. Martin said that funds used to contract

with GCNCA have to come from the Council, but this could not be until we contract with you. If funds come from a source other than CEO, there is nothing to stop them from agreeing with this organization. There is nothing that would hinder moving forward as long as they are a corporation and have the ability to contract. Miss McIntosh says that they have side funds. Many corporations are not aware that they are operating the services on their own or can contract them out. GCNCA has \$28,000 in funds which comes from CEO, however, this is for all centers and not just for one. When this Board originally did this, they were to make their own decisions and we will be meeting independently with each corporation to confirm this. Mr. Hill said that some of this is based on a lack of information. Glenville had passed already on locking in with GCNCA, not knowing that they do have a choice in the matter. Mr. Walker and Mr. Atkinson can help with these types of problems. The Community Participation Report was approved.

There was no Management Committee Report.

VI. New Business

Mrs. Patton of the Head Start Parents Advisory Committee asked the chair for time to read a statement relative to the Summer Head Start conversion allocation which still had not been resolved. Mr. Albert Brown, Chairman of the City-Wide Parent Advisory Council joined Mrs. Patton in the request to read the statement. The Chairman said that the Board was interested in what had been achieved to date and not in rehearsing what had not been achieved, as the statement to be read would be asking the Board to act as the Priorities Committee. This matter should be taken up and resolved in the Priorities Committee. The power to resolve this matter was given to the Priorities Committee by proper action of the Board of Trustees at its last meeting.

Rev. Shoup asked what was the proper rule for debate on this Board. Is it proper procedure to open debate any time for anyone present including the Board and interested observers; or is debate on the issue to be confined only to the Board members with the proviso that those who are not members of the Board may address the Board following the conclusion of business. Rev. Branch said that the latter was the proper procedure of which must be maintained or change the procedure. Mr. Hill said that there should be time set aside for resident review after the Board has had time to discuss the issues. Interplay of Board members and non-members was intended not to happen. The chair will rule on this at the next meeting.

VII. Adjournment

The meeting was adjourned at approximately 3:50 p.m. as moved by Rev. Branch and seconded by Mrs. Riggins.

Respectfully submitted,

**Mrs. Helen Golub
Secretary**

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

BOARD OF TRUSTEES

MINUTES
Regular Meeting
February 18, 1970

ATTENDANCE:

Rev. Emanuel S. Branch, Jr., Presiding

Mrs. Laura George	David G. Hill	Mrs. Rose
Mrs. Margaret George	Miss Edith McIntosh	Mrs. Edna Shalala
Rev. Lenton Gunn, Jr.	Rev. Robert V. Parks	Rev. Roger S. Shoup
Paul B. Hamilton	Mrs. Edwardina Riggans	

- I. The Regular Meeting of the Board of Trustees of the Council for Economic Opportunities in Greater Cleveland was called to order by Rev. Emanuel S. Branch, Jr. at 2:25 p.m. on Wednesday, February 18, 1970 in the Community Room of the Cuyahoga Savings Association, East Ninth and St. Clair Avenue.
- II. The Minutes of the last Regular Meeting of January 21, 1970 were approved as mailed.
- III. Rev. Branch in mentioning correspondence said that a letter was sent out under the signature of the Vice Chairman of the Board urging state representatives to take such appropriate action that would allow the 15% Social Security increase that would become law January 1, 1970 to increase Social Security. House Bill #557 would allow more money (\$7.50) to go to the senior citizens on Social Security. A letter was sent to the state representatives urging this Bill through. Rev. Branch acknowledged letters from state legislators pledging support.
- IV. Report of the Executive Director

Mr. Findley in starting his report called to the attention of the Board the printed program reports from each department of the agency given to them at the meeting. He said that he and the staff welcomed questions and comments and would be pleased to hear them after the meeting if time did not permit at the Board meeting. He said that a written report from each department would be given Board members at alternate Board meetings. There will be appearances before the Board of staff responsible for programs that Board members might have the opportunity to secure answers to possible questions and fuller knowledge of program operations.

Reports of delegate agencies where CEO is the grantee will also be given. W. Frank Austin, Program Specialist for CEO covering Comprehensive Health and HOPE, Inc. would be one of the persons giving a report. The Director mentioned that James Turner, a former Program Specialist of CEO responsible for Comprehensive Health, is now the Acting Director of the program. Mr. Findley commented that CEO had always made every effort to secure competent staff, and then to see that every individual enjoyed upward mobility. Mr. Turner is an example of this. He went from the Grants-Management Department of CEO to Program Director in two and one-half years.

It was also announced that Mrs. Madeline Cargill had arranged for head start programs to attend the Circus on Wednesday, February 18th, and two groups were to go on Friday of the same week (children from head start and day care). The children were allowed to take box lunches so that they might avoid the crowd because they were pre-schoolers. Rev. Parks commended Mrs. Cargill on her work with her evening radio program on WJMO.

The Youth Employment narrative was included in the reports received by the Board. This program is to be a year round youth employment program and there will not be the emphasis on summer programs alone, as in the past. The new guidelines of the program will not make it possible to involve youth, either in the number or programs as of last year. This will have to be explained and understood by those involved in the program last year. Most will not be able to be accommodated at all. Mr. Findley said that he trusted that the Board was aware of these changes.

Mr. Findley explained to the Board about the Synopsis that had been passed out to them on Project New Start, a proposal being developed to help alcoholics. He said that on his trip to Chicago, he was able to learn that funds might be available for an alcoholic program. The sponsors of the New Start Proposal had previously done much work on the problem of alcoholism and thus, would be able to move quickly on the proposal. The Director advised the Board that the proposal would undergo neighborhood review and be presented to the Priorities Committee. He asked the Board's approval that after approval of the Priorities Committee, if draft copies could be sent to Chicago for comments and study and a claim on the funds. The formal presentation would not be made until passed by the Board of Trustees with necessary completed CAP forms. Rev. Shoup moved and Mrs. Graves seconded that staff be permitted to send draft copies after approval of the Priorities Committee. Motion passed.

The Department of Planning and Program Development announced a series of seminars to be conducted from February 23-27, 1970. These are part of an overall effort to bring technical assistance to the various neighborhood groups of the area. Speakers include, Morris Thorington of HOPE, Inc.; Vernon Thornton, Housing, HOPE, Inc.; and Paul Cheeks, Community Design Center Director. These seminars are open to any group that wants to participate and

will take place at Antioch Baptist Church. It was hoped that some of the Board members would participate and said that it should be very beneficial to all. All those interested in attending were asked to contact Mrs. Scott's office as soon as possible.

Mr. Hill asked to make comments on part of the Director's report that had been given thus far. Regarding Project New Start, he asked if there had been any discussion with Dr. Ellis of the City's Health Department regarding the Alcoholic Program, for Dr. Ellis' Department was engaged in a program of this sort. Ronald Hill of the Planning and Program Development Department said that they had met with Dr. Ellis around this concern and it was not known at the time whether money would be available, but his department had been contact with Dr. Ellis' office. Mr. Hill also noted an error in the report from the Community Relations Office which listed Benjamin Davis as Lieutenant Colonel rather than Lieutenant General.

At this point, Mr. Findley explained the present situation of the Spanish American Committee which came under the one shot funding in the last program year. He recited the history in the funding of several one shot proposals including the Spanish American Committee and the Domestic Workers of America. When it was found out last April that funds might be available on a one shot basis if CEO could move quickly, with the consent and help of the two agencies, proposals were developed and approved by the Board of CEO with the full understanding that they were one shot grants. The Director mentioned that in the negotiations for the refunding of the agency, he was able to have these grants included as a part of the memorandum of understanding which every Board member received. This stated that these proposals would be submitted to OEO in a supplemental funding package after the beginning of the program year. He mentioned to the Board his meeting with a delegation from the Spanish American Committee on January 8th at which time he assured them that though these were one shot grants, he had been able to have them included in the memorandum of understanding and he was going to Chicago on January 14th to confirm the back dating of the grant to February 1, 1970. The Director went on to say that on January 14th, David Walker, Donald Martin and himself, met with Robert Fulton, Regional CAP Administrator along with Dan Larsen, Program Analyst for Cleveland, and was assured that the grants would be back dated and further would be made a part of the funding level for the next program year. Upon returning to Cleveland, Mr. Findley wrote Mr. Fulton setting forth his understanding and also sent a letter to the Spanish American Committee. Regretfully, two weeks later, the Regional Office was reorganized and Mr. Fulton's position was changed. He was then advised that the grant could not be back dated. He told the Board that he was working with both groups to try and take care of pressing staff salaries for a period not to exceed the first week of April.

Mrs. Wisor, Coordinator of the Older Persons Program spoke to the Board stating that as a part of in-service training this year, the Senior Services staff was brought along to observe the Board meeting and some similarly related activities in the neighborhood. There has been a real omission over the last month in the program, four VISTA's that came to Project CARE a year ago will be leaving. Presently, there are nine VISTA's in training and they have two weeks to make up their minds to stay in the program. Four of the VISTA's are community VISTA's and live in Cleveland and volunteered to work in the program. Mrs. Wisor expressed delight with the VISTA's who have put so much energy into the program. The four VISTA's who will be leaving the program, as well as the new VISTA's were introduced. Mr. Walker announced the appointment of a new staff person, Mr. Jay Chunn, the new Child Development Coordinator. He said that the reports from the departments would continue to come in order to give the Board something of an overview.

Mr. Findley mentioned a letter from the Great Lakes Regional Office to all grantee agencies dated October 28, 1969, a copy of which was sent to each Board member. The letter was urging that each agency give prompt and continuing attention to the area of fiscal management. A grantee's capabilities in this regard has great impact on its program performance and is an important consideration in OEO funding decisions, therefore, keeping of financial records should not be casually assigned. CAA Boards and Executive Officers are responsible for assuring the competency of their agency's bookkeepers and accountants so this area of the agency's responsibilities should be highly regarded and given careful consideration. Mr. Findley said that in the refunding of the A-I Account, CEO did move ahead with the Board approval to strengthen in every manner the capability of the Finance Department. In moving forward with the Board approved guidelines for neighborhood corporations and formalizing contractual relations with the corporations, the responsibility of this Board of Trustees for fiscal accountability in keeping with the letter will be kept in mind. Accounting and payroll services will be made available through CEO to each corporation and where the corporation can identify a staff person with the potential for bookkeeping, steps will be taken to provide training. Mr. Findley went on to say that on Tuesday, February 24, 1970 CEO would be signing with Hough Community Council and were well satisfied with the arrangements they have made. CEO is also working with a Management Consultant Firm that will be working with the agency and helping to make organizational changes for greater program effectiveness. This will be taken up with the Management Committee.

Mr. Hill asked if all the corporations had been advised of their authority to administer their own services or contract them out. Mr. Findley advised him that each corporation had been so advised. The question of resident participation and CIS being delegated was discussed. Mr. Findley mentioned that three of the six corporations were leaning toward a delegation of their services, but such a decision would be theirs. Miss McIntosh asked if instead of training a person to

work in the corporations, would it be possible to hire an agency to keep the books. Mr. Findley said that CEO is the agency in this regard, besides talent being no easy thing to find for this type of operation. Every time there is a separate agency, the cost of audit rises that much more.

Mr. Findley read a memorandum on CEO's possible involvement with a 4-C Program. He stressed the history of CEO involvement in head start and later day care. He mentioned the memorandum of understanding between the County Welfare Department, the City of Cleveland and CEO for centrally administered day care services by CEO with a pooling concept in keeping with one of the criteria for recognition of a 4-C Program. Since CEO is the principle provider of Day Care and Child Development Programs with the cooperation of the County and the City of Cleveland, he asked the Board's support and approval of CEO playing a leadership role in negotiations with other parties toward full recognition of Cleveland as a 4-C City. Mr. Hill said that he preferred to see the community review groups pass on this before it moved any further. There are many implications in this 4-C Proposal; in order to enter into this type of arrangement, CEO would have to have the Board's permission. The committees should review this to see whether CEO should continue its involvement in the 4-C Program and the Board should be properly apprised as to where we are moving in terms of community functions. Mr. Hill moved that the appropriate committees of the Board would in fact review this 4-C Program along with staff and the Board for the policy has not been set regarding the 4-C Program. Mrs. Ross seconded. Motion passed.

V. Committee Reports

Priorities Committee acted on behalf of the Board and met the last week of January with the Parent Advisory Council. An agreement was reached with the Parent Advisory Council.

Nominating Committee. The Near West Side Multi-Service Corporation Board of Trustees met and out of this meeting came the nomination of Miss Edith McIntosh and Sister Carol Miller. It is requested that the Board move and receive these people as new Board members. Mr. Hill moved and Rev. Gunn seconded. Motion passed.

Community Participation Committee. Rev. Branch announced that Rev. Roger S. Shoup has resigned as Chairman of the Community Participation Committee and Mrs. Rose Rose is the new Chairman. Rev. Shoup, however, is still a member of the committee and so would be available to be of help in any way possible.

Rev. Branch acknowledged the presence of Jay Chunn, previously introduced as the new Child Development Coordinator of CEO and wished him luck in his new position. Rev. Shoup went on to ask that the readiness of the Kinsman Neighborhood Opportunity Center be recognized as the corporation for the Kinsman Area. They have followed all the steps, elected officers; Thomas Avery has been elected President and it is asked at this time that the Board pass on this action so that they do not have to wait another month to become a part of this Board. They have done their homework and are now ready to be approved by the Board. Rev. Shoup moved that the Kinsman Corporation be recognized as the organization operating in Kinsman to continue according to the guidelines. Miss McIntosh seconded. Motion passed.

VI. There was no new business.

VII. The meeting was adjourned at approximately 3:20 p. m.

Respectfully submitted,

**Mrs. Helen Golub
Secretary**

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

BOARD OF TRUSTEES

MINUTES
Regular Meeting
March 18, 1970

ATTENDANCE:

Mayor Carl B. Stokes, Presiding

Rev. Emanuel S. Branch	Mrs. Lucinda Graves	Rev. Robert V. Parks
Frank C. Brewer	Richard R. Green	Michael Potts
Dr. E. Franklin Ellis	Paul B. Hamilton	Monsignor A. James Quinn
Wendell Erwin	David G. Hill	Mrs. Edwardina Riggans
Mrs. Bertha Falkowski	Rev. Horst Hoyer	Mrs. Rose Ross
Mrs. Laura George	Rev. W. Arthur LeMon	Mrs. Edna Shalala
Mrs. Margaret George	Miss Edith McIntosh	Rev. Roger S. Shoup
Rev. Sterling E. Glover	Mrs. Louise Mitchell	Raul Vega
Mrs. Helen Golub	Patrick J. O'Malley	Miss Josephine Walker

- I. The Regular Meeting of the Board of Trustees of the Council for Economic Opportunities in Greater Cleveland was called to order by the Chairman, Mayor Carl B. Stokes at 2:30 p. m. on Wednesday, March 18, 1970 in the Community Room of the Cuyahoga Savings Association, East Ninth and St. Clair Avenue. The start of the meeting was delayed while efforts were made to provide seating for the large number of persons in attendance.
- II. There was an introduction by the Chairman of a new Board member, Sister Carol Miller, however, a spokesman said that she had been unable to attend because of another obligation she had had to fulfill.
- III. Prior to approval of the minutes of the last regular meeting of February 18, 1970, there was some discussion in regards to page 5, section 5, dealing with the Priorities Committee Report. Mrs. Ross said that an agreement had not been reached with the Parent Advisory Council as it had been indicated in the minutes. It was her understanding that the Parent Council was to meet again with the Priorities Committee. Rev. Branch said that a meeting had been held with the Parent Advisory Council, and then produced a copy of the minutes of that meeting indicating that an agreement had been reached. David Hill said that an agreement had been reached with the exception of one item, that of the consultants.

Mr. Hill said that the matter dealing with the consultants had not been resolved as it was his understanding that this matter had to be brought back to the Priorities Committee for action. Mr. Findley read the minutes of the joint meeting in question where agreement had been reached and the minutes signed by Rev. Emanuel Branch, First Vice President, and Mr. Albert Brown, Chairman of the City-Wide Parent Advisory Council. Mr. Hill contended that the consultants should not have been assigned until approved by the Priorities Committee. Mrs. Lucinda Graves, a member of the Parent Advisory Council took strong exception to the statements made by the Chairman of the Priorities Committee. She traced the history of the Parents Advisory Council's differences with the Priorities Committee Chairman and said that the Parent Advisory Council was allocating the Summer Head Start money under guideline responsibilities of HEW for refunding.

The Parent Advisory Council felt that quality consultant services could be made available to day care centers with far less than \$54,000 of Summer Head Start conversion funds. This would enable the Parent Advisory Council to set aside funds for Career Development leading to improvement of child development center staffs as required by OEO and HEW guidelines.

Mrs. Graves stated that the Parent Advisory Council had sent letters to the Mayor, Chairman of the Board asking for a meeting to explain the matters in question. She complained that the statements of the Priorities Committee Chairman, David Hill, were not correct. She further stated to the Chairman that the Parent Advisory Council had been intimidated, and insulted, and petitions had been circulated asking the Mayor as Chairman of the Board to remove Mr. Hill as Chairman of the Priorities Committee and Director of the Department of Human Resources. She proceeded to move that the Board go on record in asking that this action be taken.

Mayor Stokes said that he could tell that Mrs. Graves was trying to convey a message, but that this did not come within the context of the matter before the Board. It was stated that Mr. Jay Chunn, Child Development Coordinator was present and could report on the consultant program.

Patrick O'Malley said that the accuracy or inaccuracy of the minutes seemed to be the question, but he felt that they should be adopted and then get on with the rest of the business. The minutes were approved as mailed.

- IV. Mr. Findley read a telegram addressed to the Board of Trustees from the first elected representatives of the poor in an open city-wide election. It asked for the personal privilege of addressing the Board on a matter of utmost concern which had been the cause of unrest and grief in the inner-city. They asked that the communication be made a matter of record for the meeting. Mayor Stokes said that the telegram would be made a matter of record. Telegram as follows:

Dear Member of the Board of Trustees of the Council for Economic Opportunities in Greater Cleveland, we the first elected representatives of the poor elected in a city-wide election to the Council for Economic Opportunities' Board of Trustees of Greater Cleveland make the following requests:

1. That on a point of personal privilege, we be allowed top priority to address the present Board of Trustees in our past elected capacity this day, March 18, 1970 on a subject of utmost concern;
2. We ask to be heard immediately after roll call if possible since there seems to exist a state of emergency concerning a subject that has caused unrest and grief in the inner-city among the citizens of Cleveland that have been and are involved in our common fight against the many evils of poverty;
3. We ask that this communication be made a matter of record for this meeting;
4. We ask to be heard openly in the name of justice and fair play and the spirit of true citizen and resident participation;
5. We address this communication to you because procedures change and we trust that you will direct it to the proper channels of the CEO Board for an open, fair, and speedy disposition at the March 18th Board meeting - Respectfully submitted

Glenville Representative - Mrs. Betty Flonnoy
Kinsman Representative - Mrs. Gwendolyn Wise
Hough Representative - Rev. Robert

Rev. Parks was called on to state the subject of concern referred to in the telegram. Rev. Parks said that it was the existing rumor in the inner-city that Director Ralph Findley would be relieved of his office at this CEO Board meeting and that the large overflow crowd, with many not able to get into the meeting room were there in support of Director Findley. There was applause with this statement. Rev. Parks said that Director Findley had been doing an excellent job with many programs bringing credit and benefit to the City of Cleveland, and that he had served longer with credit than any other major city CAP Director.

Rev. Parks requested that David Hill not be fired as Director of the Department of Human Resources, but that he be removed as Chairman of the Priorities Committee. Mayor Stokes stated that Director Findley had not been asked to resign, that he was not going to resign, and that he was continuing as Director of CEO. Mayor Stokes said that there was no intention of making a change and asked Director Findley if he planned to leave CEO. Mr. Findley replied by saying, no. His statement was greeted with applause. The Mayor told Rev. Parks that he had gotten the message of what he was saying.

V. Executive Director's Report

Mr. Findley was called on to give the Executive Director's Report, but turned the floor over to Jay Chunn, Child Development Coordinator. Mr. Chunn started by saying that he had been on board at CEO since February 16, 1970. At the point of coming to this position, it had been necessary to grapple with some of the issues that CEO was faced with. Besides having explored thoroughly the Board of Trustees and the Priorities Committee, and then moved on in conjunction with the people concerned, he wanted to bridge the gap between head start and day care and start to think in terms of all Child Development Programs being strictly Child Development Programs. In relation to the consultant services, the consultants involved have been met with, as well as parents involved, including meetings with the heads of the day care centers and the ministers. The consultant services will be delegated to three delegate agencies. The three consultants concerned have been reassigned to these delegate agencies allowing them to keep the same responsibilities they had previously. The primary areas of responsibility will be with career development, teacher training and child care practices. These consultants have proven by their performance their ability to provide consultant services. All three delegate agencies have excellent social service organizations--nutritional programs, educational programs and all agencies involved have made a commitment to lend their assistance to the War on Poverty. There will be the proper parent involvement and representation on the Parent Advisory Council for Day Care. From a technical administration standpoint, any thing is subject to change based on the needs of its constituents. Remembering back over the life of the Board, the Green Amendment and now the neighborhood corporations have brought about changes. The mechanics are quite simple, there must be a Parent's Committee organized in each locality, and the guidelines spell out that there must be an involved active PAC representative at the center level for such matters as pertain to hiring, personnel practices, child care practices. There is money available from Head Start (HEW Office) with which to strengthen our Child Development Department and all of our Child Development facilities must meet federal inter-agency guidelines. It will be important to look at parent involvement, child-staff ratio, and every other facet or the money from Chicago could be cut off. The State of Ohio Bill for licensing for day care centers has been passed. It involves extensive inspection by the State of Ohio prior to July 2nd. Mr. Chunn concluded by stating that all close ranks behind Mr. Findley and Mayor Stokes, for if there is the will, there certainly is the capacity.

Mrs. Falkowski asked what was the status of Day Care in Tremont. Mr. Chunn said that the status was favorable for \$20,000 had been allocated to Tremont from conversion money and that the center will be operating under GCNCA. Tremont was given an option of whether to have a day care center or head start program and they preferred a head start program. Once there is a 4-C Program, there will be more day care money. It was stated that Cleveland: NOW! Centers were funded in non-poverty areas--Mr. Chunn replied that there were poor in all sections of the city.

VI. New Business

Rev. Shoup spoke saying that he was very happy that Mr. Findley would remain with CEO. Some matters of very grave concern had recently come to his immediate attention about which he felt his responsibility to share with the Board. It was his understanding that it was the responsibility of the Board to establish a sense of direction for the agency and to guide and support staff as they moved to implement CEO's mission. In his estimation, CEO has been fortunate indeed to have a man such as Ralph Findley serving as the primary link with staff and the CEO program as it has been implemented. There are established procedures which the Board can utilize should they have concern in particular or general with regard to the effectiveness and the performance of the Executive Director and his staff. Rev. Shoup said that he was very sad to report that these procedures had been violated repeatedly over the past few weeks. During this period of time, there had been an abundance of rumors circulating in regard to the possibility of executive staff changes in the agency. Proper channels can be taken for such action. Should any member of the Board ever decide that Mr. Findley is not doing the job, those channels are available to us. Being that they chose to move outside of those channels, he did not feel that this could be tolerated. Rev. Shoup moved that those who chose to bring this about outside of the accepted procedures of the Board, be censured from the Board so that this would not occur in the future.

Mayor Stokes spoke at this point and said that CEO was an experiment that occurred several years ago with no guidelines. Mr. Findley is the first Director, who wandered through the maze with the government itself not knowing what to do. Mr. Findley put together a program that began facing new tests because each year something new would come up in relation to citizen participation and in the last two or three years, citizen participation itself has become the hardest criteria for organizations such as the Council for Economic Opportunities to meet. The representation of the poor and the poor themselves say that this is being met. The Mayor said that there is one basic thing that must be retained by this Board and that was, that it not be bogged down by certain stringent codified rules that will serve evil by shutting off voices which could do some good. He said that he did not think it would be serving the Board well if he was asked to move formally in the direction that Rev. Shoup suggested.

Rev. Shoup said that he did not enjoy finding himself in opposition to the Mayor, but there were procedures to follow on the Board and past activities represented a level of pressure and duress which would make it impossible for the staff to perform as they would be expected to. This alone was sufficient to make it mandatory that the Board go on record to discontinue this kind of disruption. A person on the Board has only to submit a change for action that they felt necessary. If the Board accepts that change, then we can live with it. If they do not, that person can resign and not undermine our work. Mayor Stokes asked Mr. Findley what he wanted to do about the censure - Mr. Findley asked that we close ranks and move ahead together.

Mr. Flonnoy received permission to take the floor. In speaking of the telegram that was sent, she said that it had been sent because the people were in a state of distress. She said that the people did not like being put in a position to have to fight the Mayor to save Mr. Findley or to fight Mr. Findley to save the Mayor, and resented someone putting them in that position. Because of their concern, even though they could raise sand if they wanted to, they wanted to pledge their support to Mr. Findley, whom they have known for a long time, and to the Mayor too, whom they have also known for a long time. To the guilty parties, who may not know the ways of the poor, there are some games that they just don't play, so take care!

The Mayor appealed to Rev. Shoup again to withdraw his motion. Rev. Shoup said that he would withdraw the recommendation this time, but would not a second time and he did not think any member of the Board would. Rev. Shoup agreed to withdraw.

Rev. Horst Hoyer spoke also as a concerned person stating that Mr. Findley was a respected, competent, hard working man and everybody appreciated his services. He said that the Board stands behind him as he is retained as our Director. He moved for a vote of confidence for Mr. Findley. The Mayor said it was unanimous. This was greeted with applause.

Thomas Avery spoke at this time as the new representative from the Kinsman Area to ask why they had not been recognized on the Board at this meeting. It was stated that the Kinsman Area would be properly seated on the Board as soon as the nomination was cleared through the Nominating Committee.

VII. Adjournment

The meeting was adjourned at approximately 3:20 p. m.

Respectfully submitted,

Mrs. Helen Golub
Secretary

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

PRIORITIES COMMITTEE of the
CEO Board of Trustees

MINUTES

April 21, 1970

ATTENDANCE:

Mr. David G. Hill, Chairman
Mrs. Laura George
Mrs. Helen Golub
Mr. Paul Hamilton
Rev. Robert Parks
Mrs. Rose Ross

CEO STAFF:

Ralph W. Findley
David A. Walker
James Billups
Vester Lewis
Evelyn Rice
Patricia Powell

REPRESENTATIVES:

Mrs. Betty Flonnoy, Newstart
Miss Donna Days, Glenville CYP
Norman Maxwell, Central CYP
Mrs. Gwendolyn Wise, Kinsman CYP
Mrs. Goldie Bratch, West Side CYP
Tommy Bell, Hough CYP
Mrs. Bertha Falkowski, Tremont
Resident Service Corporation
Terrance Klima, West Side Multi-
Service Corporation
Birt Smith, Kinsman Multi-Service
Corporation
Charles Davis, Central NOC
Elbert O. Ebbs, Glenville NOC
Wilbert Jackson, Hough NOC

The meeting of the Priorities Committee of the CEO Board of Trustees was called to order by Mr. David Hill, Committee Chairman, at approximately 3:10 p. m. in the CEO 4th Floor Conference Room, 1350 West Third Street.

Director Findley made opening comments with regards to the guideline changes in the Youth Employment Program. Specifically, the changes occur in the age range. It was our understanding that we would focus our attention on youth ages 14 to 15 years old with other groups taking the responsibility for 16 year olds and above. In talking with Dan Larsen, we understand that we are to continue working with 14 to 15 year olds until January 31, 1971 after which time we will make the transition to serving 16 and above. Mr. Findley continued to say that today's review would cover Newstart, a program dealing with alcoholics; Emergency Food and Medical Services, and NOC Supplemental proposals.

Mr. Hill asked of all proposals had been reviewed by the appropriate neighborhood boards. Mr. Findley stated they had, with the exception of Newstart. Mr. Hill then asked for a brief statement from the designated representatives from each program:

NEWSTART - Budget Amount: \$219,661, Federal Share

Mrs. Betty Flonnoy explained the proposal had been developed by Rev. Mrs. Doris Gilmer (along with the Advisory Committee listed on pages 6 and 7 of the proposal), neighborhood people, contacts from University and Mt. Siani Hospitals, and Donald Cribbs of City Hall. Newstart was designed to serve alcoholics in a residential rehabilitation center. This program was developed on the basis that community people will operate the program, except for the medical aspects employed.

Mr. Hill asked if there were any questions or discussion. Mr. Hamilton wanted to know how the program would operate. Mrs. Flonnoy stated that the building would be given to the program and there will be 20 in-patients housed in the center at any given time. There will be services offered to 100 to 200 out-patients such as recreation facilities, job referrals, and other services that might be necessary. There will be medical staff on call 24 hours daily and ambulance service to pick up and transport people to and from the center and hospitals.

Mr. Hamilton also asked if this was a one-shot program. Mr. Findley stated that all the proposals being review were one-shot programs. Mr. Hamilton felt that one year was not enough time to effectively work with alcoholics. Mr. Findley stated that in discussions with people in Chicago and Dr. Ellis of City Hall, we find that money is available for this type of program and we feel fairly assured that funds will continue for future operation. Mr. Hamilton further asked if there were facilities to deal with dope in Newstart. Mrs. Flonnoy stated that Newstart will not be working with dope because of the complexity of the problem.

Mrs. Golub wanted to know what type of treatment would be offered in the event of patients developing Cirrhosis and DT's, would they be kept at the center or referred to the State Hospital? Mrs. Flonnoy stated that it is not the intention of the center to serve as a hospital, if someone should go into DT's they would be taken to the hospital.

Mr. Hill stated that Dr. Ellis had sent someone (Mrs. Eunice McCardel) to ask questions in his behalf. Mrs. McCardel stated that there is a need in the Hough area for a program of this type. She further stated that the staff are to be complimented for this proposal--the goals seem very realistic. Mrs. McCardel attempted to compair the cost of operating Newstart on a per-person, per-day basis for 20 patients until it was made clear that more people would be served (100 to 200) with 20 in-patients housed in the center. It was stated that changes would be made in the proposal to indicate the correct number of people being served.

Mr. Charles Davis, Acting Director of Central NOC, explained the like contention of the Central Community to use voucher systems of dispersal with involvement of other neighborhood groups who can best relate to potential assistance recipients.

E. Tremont Budget Amount: \$16,000, Federal Share

Mrs. Bertah Falkowski, Chairman of the Tremont Resident Service Corporation, stressed their plans to insure the availability of emergency food funds throughout and over the program year through a system of monthly budgeting and review by the Corporation, assisted by staff. The Tremont proposal also included provisions for the purchase of dental plates and eye glasses and for transportation for recipients in need of hospital care.

F. Glenville Budget Amount: \$34,000, Federal Share

The Glenville proposal as presented by Mr. Ebbs, Glenville NOC Director, was built around the voucher form of emergency food assistance with guarantees for availability of these funds for the remainder of the program year. All of the Glenville funds would be directed to the food assistance program.

It was moved by Mr. Hamilton that the Emergency Food and Medical Services proposals be approved for recommendation to the Board of Trustees as presented. The motion was seconded by Mrs. Helen Golub. Motion Carried.

NOC SUPPLEMENTAL PROPOSALS

The final series of proposals to be presented were the NOC Supplemental proposals. These were developed in each neighborhood in response to indications by the OEO field representative that such supplemental funds might be available towards the end of the federal fiscal year which ends June 30th. Two of the neighborhoods are presenting such proposals at this time, with others to follow in preparation for the regular May Board of Trustees meeting.

The first neighborhood presenting their supplemental plans was Glenville. This proposal is a three (3) part package:

1. Glenville Housing Coalition Budget Amount: \$31,217, Federal
5,120, Non-Federal
2. Arts and Crafts Center Budget Amount: \$36,339, Federal
7,168, Non-Federal
3. Afro-American Cooperative Budget Amount: \$9,211, Federal
2,765, Non-Federal

Mrs. George Edwards, Chairman of the Glenville Development Corporation spoke in behalf of the Housing Proposal. She explained that the proposal was designed to bring to the people needed information on housing, and housing resources available to the community. In response to questions of possible duplication with this proposal and a previously submitted Housing Development Proposal, she explained such duplication would not occur. She further explained her desire to work cooperatively with the Community Development Department's housing clinics.

It was moved by Paul Hamilton, seconded by Mrs. Helen Golub that the proposal be adopted by the Committee for recommendation to the Board of Trustees conditioned that the proposal show clearly that a \$5,000 consultant fee for training would not be paid directly to HOPE, Inc. or staff members thereof. Motion carried.

Mrs. Patricia Powell, Glenville Neighborhood Planner, presented the Arts and Crafts Proposal. This project is designed to serve the entire community with a program of instruction in cultural arts and crafts and a library. Negotiations are now being pursued to secure a building site for this program in the vicinity of the Opportunity Center. It was moved and seconded that the proposal be adopted by the Committee for recommendation to the Board of Trustees. Motion Carried.

Miss Edith Paulin spoke in behalf of the Afro-American Cooperative. She explained the general purposes of the Co-op including their extensive involvement with youth. She stated the pressing need for additional full time staff so as not to be so dependent upon and limited by volunteer services. Following Mr. Hamilton's strong endorsement of the Cooperative, it was moved by Mrs. Rose Ross, seconded by Paul Hamilton that the proposal be adopted by the Committee for recommendation to the Board of Trustees. Motion Carried.

Central Supplemental Proposal

Budget Amount: \$45,796, Federal

Mr. Charles Davis spoke in behalf of the Central Area Supplemental proposal. He explained that organizations of welfare mothers are attempting to carry out a program of organization and education, but have to have paid staff assistance with the exception of one paid organizer made available by the City-Wide Welfare Rights Organization office for the entire Central Area. Therefore, the Central proposal is geared around such assistance to these organizations. Mr. Hill asked Mr. David if the Central core group had reviewed this proposal? Mr. Davis stated that this action had not yet taken place in the neighborhood.

After much discussion, Mr. Hill suggested that the proposal be adopted by the Priorities Committee pending review by, and approval of the Central core group. Mr. David assured the committee that the core group could meet in the very near future. Mr. Hill stated that he would request of the Board of Trustees, authority for the Priorities Committee to act in behalf of the Board in approving this proposal as soon as the core group acts. In this fashion, the proposal would not have to await the regular May meeting of the Board of Trustees, before being forwarded to OEO for consideration. This suggestion was motioned and carried.

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

BOARD OF TRUSTEES

MINUTES
Regular Meeting
April 22, 1970

ATTENDANCE:

Rev. Emanuel S. Branch, Jr., Presiding

Bruce H. Akers	Mrs. Margaret George	David G. Hill
Thomas Avery	John H. Gherlein	Rev. Horst Hoyer
Mrs. Martha Davis	Mrs. Helen Golub	Miss Edith McIntosh
(Representing Eugene Burns)		Rev. Robert V. Parks
Dr. E. Franklin Ellis	Mrs. Lucinda Graves	Mrs. Edwardina Riggans
Mrs. Bertha Falkowski	Paul B. Hamilton	Rev. Roger S. Shoup

- I. The Regular Meeting of the Board of Trustees of the Council for Economic Opportunities in Greater Cleveland was called to order by the Vice Chairman, Rev. Emanuel S. Branch, Jr., at 2:20 p.m. on Wednesday, April 22, 1970 in the Community Room of the Cuyahoga Savings Association, East Ninth and St. Clair Avenue.
- II. The Minutes of the last Regular Meeting of March 18, 1970 were approved as mailed.
- III. Rev. Branch announced that graduate fellowships were available for study in early childhood education. Included is a stipend of \$4200 plus \$500 for each dependent for the academic year and the summer for experienced teacher fellows, and \$2700, plus \$500 per each dependent for prospective teacher fellows. Rev. Branch asked anyone interested to see him after the meeting.
- IV. Rev. Branch introduced Rev. Harrison Bailey, Board member from the Community Action Program in Pasadena, California. Rev. Bailey is on a self-appointed tour from California observing CAP agencies throughout the country. He commented that CEO looked good and that he had only heard good things about it since his arrival. Rev. Bailey felt strongly that poverty and crime are strongly linked. Such things as gambling, liquor, narcotics and lack of education are all a result of poverty. Trying to do something about one without doing something about the other will not help the situation. Organized crime is as large as many large corporations operating in the United States today. If this kind of money was available to the community, something could be done about poverty. Rev. Bailey said that his goal is to do something about organized crime with the hope that this will help eliminate some of the poverty we are faced with today.

V. Executive Directors Report

Rev. Branch, before asking for Mr. Findley's report, read from a report he had received from Booz-Allen & Hamilton naming some of the accomplishments of CEO. He paid tribute to Mr. Findley as having been the only director the agency has had--this reflecting the distinction of the agency. Mr. Findley began by asking the Board to support the County Health and Welfare Levy on the ballot in the upcoming elections. He announced that Wendell Atkinson, Director of the Neighborhood Opportunity Centers had been ill and was operated on last week for open heart surgery. The operation was successful, but Mr. Atkinson will be in intensive care for a number of days. Also, Madeline Cargill, Director of Community Relations had been in the hospital for an operation.

Mr. Findley next mentioned a recent trip to Chicago relative to obtaining sources of funds for additional funding applications. While exploring for funds, it was found that there was money for an Alcoholic Program and that there is a good chance of a proposal being funded, and also money for a drug abuse program as made known by Mr. Larsen, analyst for OEO. CEO will coordinate with Dr. Ellis' office in this regard. There will be a proposal submitted at the next meeting for Board consideration. The Director reported to the Board that he had made arrangements for staff appointments in Washington with officials of the Research and Demonstration Division of OEO relative to the availability of funds from this division for pending CEO proposals. There was not much encouragement given for economic development funds, but there was some encouragement given in another program area and this will be followed up with additional correspondence. He assured the Board that every effort would be made to pursue all possible sources of funds for Cleveland programs.

Mr. Findley reported that he had been in contact with the Regional Office of the Department of Agriculture relative to food cost reimbursements covering better than 50 thousand youth participants in summer programs. A representative from the Department met with representatives of interested city groups at CEO. This meeting will be followed with another for prompt, positive action for participation in the food reimbursement program.

Mr. Findley apologized to the Board for the lateness in receiving copies of Supplemental Proposals as developed in the neighborhoods. The planning process this year requires that the planning start in the respective target areas and thus, the time table is more difficult to control. He pointed out the various changes in the guidelines for the Youth Employment Program with the latest guidelines issued within the last two weeks setting the age of youth to be served as 16 years and above. He advised the Board that this sudden change would require the removal of all 14 and 15 year old youth from the programs immediately, and that he had strongly protested this sudden abrupt action since the 14 and 15 year olds are youth not being served by other agencies. There has been agreement that a condition will be placed in the YEP grant allowing CEO to continue to work

with 14 and 15 year olds, but gradually phasing in the change so that by January 31, 1971, the program will feature youth 16 and above. He mentioned that Cleveland's program will be funded at \$635,000 without the 10% cut as suffered by most major urban city programs. The funded level for 1971 will feature a 10% reduction. Cleveland's Youth Program is now a year round program. The Board was advised that additional supplemental Neighborhood Opportunity Center Proposals would be up for Board consideration at the next meeting along with the Parent Child Center and the Comprehensive Family Health Care Proposal.

VI. Committee Reports

A. David Hill represented the Priorities Committee Report in four parts starting with the Alcoholic Proposal.

1. Project Newstart was designed to serve alcoholics and is requesting funding in the amount of \$219,000. The Priorities Committee passed this proposal with the recommendation that the letter of certification accompany the proposal certifying that the in-kind contribution is available. The proposal also had yet to clear the core group in Hough. Dr. Ellis said that the community recognized that this has been a major problem and that his department is interested in any group wanting to develop this type of program. There are resources available if any agencies or persons wants some assistance in this area. This proposal was recommended for approval conditioned upon certification of the in-kind contribution and the approval by the representative group in Hough. This^{was} motioned by Mr. Hill, seconded by Mrs. Golub. Motion carried.

2. Comprehensive Youth Program, in keeping with the new OEO guidelines will be expanded to include elements of economic development, skills training and education, in addition to employment. The areas are requesting funding approval in the following amounts:

	<u>Federal Share</u>	<u>Non-Federal</u>
Central Area	\$ 95,000	\$ 21,300
Tremont Area	90,000	21,000
Hough Area	95,000	6,700
West Side	105,000	26,678
Kinsman Area	85,000	16,100
Glenville Area	114,000	40,100

It was mentioned that the Glenville youth plan to open a skating rink in a former Kroger warehouse. This recreational facility is very much needed in the area with the youth of the area planning and operating the facility. It was mentioned that the Central Area had been passed on without the core group approving the proposal. Mr. Billups read a letter from Central received on April 17th stating

that they had not had sufficient time to study the proposal, but it was heard by the Ad Hoc Committee and they recommended few changes. It was decided that the proposal would still have to be sent back to the core group despite the letter read by Mr. Billups. It was moved by Mr. Hill and seconded by Mr. Hamilton that the proposal be referred back to the Central neighborhood group for approval. Motion carried.

3. Emergency Food Proposals were developed in each neighborhood by the appropriate neighborhood corporation. The approved budget amount for each area as approved by the Priorities Committee is as follows:

	<u>Federal</u>	<u>Non-Federal</u>
Kinsman Area	\$ 19,000	\$
Central Area	41,000	
Hough Area	30,690	310
West Side	28,500	10,104
Tremont Area	16,600	
Glenville Area	34,000	

The Emergency Food Proposals were approved with the exception of Central that had to go back for neighborhood review. This was moved by Mr. Hill and seconded by Rev. Parks. Motion carried.

The Priorities Committee was authorized to act on behalf of the Board of Trustees in certifying that proposals from the Central target area have been properly approved by the neighborhood core group.

Mrs. Falkowski asked how they based the allocation for each area. What figure was used? Mr. Hill said that the staff gave the figure, not the Priorities Committee. It was replied by Mr. Walker and Mr. Martin that this was based on the incidence of poverty which was drawn from the last census report. This was inadequate, but it was all that was available. All of our allocations are distributed on the basis of that until there is a new census. This Board gave approval at that time to use this as a basis. Mr. Falkowski mentioned that at that time the population in Tremont was 11,000 as opposed to presently being 19,000. The Research Department is cooperating with the Bureau of the Census and it is hoped to have some figures by August so that they can be used immediately.

4. Supplemental Proposals were developed in each neighborhood in response to indications by the OEO field representative, Dan Larsen, that such supplemental funds might be available towards the end of the federal fiscal year ending June 30, 1970. The Glenville proposal was presented in three parts:

a. Glenville Housing Coalition requesting approval for \$31,217 federal share and \$5,120 non-federal share. This proposal was designed to bring people needed information on housing, and housing resources available to the community. This was approved with the recommendation that HOPE not be paid consultant fees for training in housing clinics. It was never intended that HOPE or their staff do the training.

b. Arts & Crafts Proposal was designed to serve the entire community with a program of instruction in cultural arts and crafts and a library. This proposal is requesting approval in the amount of \$36,339 federal share and \$7,168 non-federal share.

c. Afro-American Cooperative is requesting funding in the amount of \$9,211 federal share and \$2,765 non-federal share.

The supplemental package for Glenville was approved as recommended with a motion by Mr. Hill, seconded by Mr. Hamilton. Motion carried.

Central Area Supplemental Proposal is requesting funding in the amount of \$62,147 federal share. It was explained that an organization of welfare mothers want to carry out a program of organization and education, but have to have paid staff assistance. Therefore, the Central proposal is geared around such assistance to these organizations. It was discovered that the proposal had not been approved by the neighborhood group in Central so it was recommended that this proposal go back to Central and return to the Priorities Committee to satisfy that it does represent the community. This proposal was approved with the stated condition motioned by Mrs. Riggins and seconded by Rev. Parks.

B. Nominating Committee Report

Rev. Shoup presented a letter from Daniel Corrigan, President of the Board of Education designating William Nagy to replace Mrs. Edna Shalala on our Board of Trustees. It was moved by Rev. Shoup and seconded by Mrs. Falkowski that this nomination be accepted. Motion carried. Also, the Kinsman Multi-Service Corporation has appointed Thomas Avery as their representative on the Board. It was properly moved and seconded that the nomination be accepted. Motion passed. Rev. Branch welcomed Mr. Avery, who was present, as the new member to the Board of Trustees of CEO.

Mr. Hill said at this point that the Central Administration budget for the Youth Employment Program had been overlooked and should be made a part of the record for this meeting. The budget figure for YEP Central Administration is \$50,053. Mr. Hamilton motioned and Mrs. Golub seconded for approval. Motion carried.

VII. New Business

Miss McIntosh announced that the representative on the Board from the Near West Side had resigned and that a new representative will be elected at their next meeting. Mr. Walker elaborated on the Older Persons Conference held at the Cleveland Sheraton Hotel. The one day conference started with an opening address and afterwards broke up into 30 different sessions or workshops. There was a luncheon and a general assembly. A series of resolutions were adopted during the workshops as relates to public and private organizations in order to give older persons a chance to express their views on issues that affect their lives. There were over 900 older persons registered. We are convinced now that older persons have the ability and the willingness to speak out in regard to issues that affect them and to organize and do something about it. Most of the resolutions are resolutions relating to issues that are now being taken up with various officials of the community. It was suggested that each Board member receive a copy of those resolutions drawn up at the conference.

Rev. Horst Hoyer expressed a communication concern. It was suggested that notices going to the Priorities Committee could also go to the Board member, specifically where people are representing a certain area or proposal. Mr. Hill said that sending out of notices is a staff function. Mr. Findley agreed that all Board members will be sent a notice if they need to attend or would like to attend a particular Board committee meeting where a proposal concerning their area is up for consideration.

VIII. Adjournment

The meeting was adjourned at approximately 3:20 p. m.

Respectfully submitted,

Mrs. Helen Golub
Secretary

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

MINUTES

PRIORITIES COMMITTEE MEETING

May 14, 1970

3:00 p.m.

ATTENDANCE:

Mr. David G. Hill, Chairman
Mrs. Helen Golub
Reverend Robert Parks

CEO STAFF

Ralph W. Findley
David A. Walker
Donald Martin
Vester Lewis
Willie Austin
Kenneth O'Connell
Thom Nylund
J. Chunn
Ronald Hill
Evelyn Rice

REPRESENTATIVES:

Mr. Richard Johnson, Hough Parent Center
Mr. Tony Richison, Comprehensive Health
Rev. Wilbert Jackson, Hough Multi-Service
Mr. Ronald Henderson, Kinsman Housing
Service Center
Mr. Terrance Klima, West Side Multi-Service
Mr. Jim Turner, Comprehensive Health Services
Mrs. Betty Flonnoy, Newstart
Reverend Doris Gilmore
Dr. Ellis
Dr. Cribbs, Drug Abuse
Dr. Miller
Mr. Russell Means, American Indian Center
Mrs. Lucinda Graves
Mrs. McIntosh
Mr. Robert Merresko
Mr. David Collier
Mr. Russell Milanich

I. INTRODUCTION

The meeting of the Priorities Committee of the CEO Board of Trustees was called to order by Mr. David G. Hill, Committee Chairman, in the fourth floor Conference Room of CEO, at approximately 3:15 p.m. for review of the following Proposals:

- (1) Parent Child Center
- (2) Comprehensive Health Services
- (3) Tremont Housing Service Center
- (4) Hough Multi-Service Center
- (5) Kinsman Housing Service Center
- (6) American Indian Center Proposal
- (7) Newstart
- (8) West Side Multi-Service Center

Director Findley's opening remarks clearly stated that all forthcoming proposals had been reviewed by the appropriate neighborhood boards.

Mr. David Hill moved the meeting to the discussion of the proposals.

II. DISCUSSION

A. Parent Child Center - Mr. Richard Johnson

Mr. J. Chunn, Director of Child Development stated that he was in Washington (two-weeks from the above date) and this proposal would be presented with the understanding that it meet with priority and board decisions. He introduced Mr. Richard Johnson, Project Director.

Mr. Johnson presented the format of Parent Child Center. This program commenced in August of 1963. They are now moving into Program Year "C". Their initial goal will be the orientation of parents, so they may be better informed, obtain more and better service for the Center, and have training. The Center is to focus upon a concentration of resources which will be utilized by the families. The program is centered around Family Life Education, Counseling, and training for parents. It aims to involve all members of the family in activities at the Center.

Mr. David Hill asked if there were any questions.

Reverend Parks, having been well informed of this program and its objectives, asked for someone from the neighborhood to speak in behalf of the program.

Mrs. Lucinda Grave's, Chairman of the Planning Committee spoke in response to Reverend Parks. "This is a worthwhile and unique program, but not yet large enough to include all the families they would like involved. Cleveland's program is very well planned. The majority of families feel that they are utilizing what the program offers, with the emphasis being placed on preparing the younger children for Head Start".

Mr. Hill injected that this program was the best in the country.

It was moved by Reverend Parks that the Parent Child Center proposal be accepted. Mr. Hill seconded the motion. Motion carried.

B. Comprehensive Health Service - Mr. Tony Richison

Mr. Findley read recommendations received in regards to and in favor of the proposal. This proposal will be presented to the neighborhood board on June 10, 1970. This program has been in operation for four years. In December of 1967, they commenced receiving patients, had three Health Care teams, and were open two evenings per week. They are proposing an on-call system with one of the team doctors on call, and all charts of patients be made available to be reviewed.

Dr. Miller injected they are now serving six-thousand families and four-thousand active patients are being serviced by thirteen staff people. He went on to explain some of the things they would like to do in the near future such as; service more people, see more patients per week, and offer more ambulance service to hospitals.

Reverend Parks asked about the salaries, since they did not seem to be an amicable amount.

Dr. Miller explained that all job classifications were established through CPI. Their major benefits for employees were:

Twenty Per-cent Paid Release Time
Purchase of Books
Seven Per-cent Pension
FICA Employee Share
Workmens' Compensation
Paid Vacation
Paid Holidays (8)
Fifteen Sick Days Per Year
\$25.40 Paid Hospitalization
Sixty Dollars for Uniforms

Mr. Hill asked if there were any additional questions.

Mrs. Betty Flonoy stated that regardless of fringe benefits being offered employees, there should definitely be an increment in salaries, so that those employed can be above the poverty level.

It was moved by Reverend Parks and seconded by Mr. Hill, that this proposal be adopted with recommendation of approval by the neighborhood Health Service Board. Motion carried.

C. Tremont Housing Service Center - Mr. Russell Milanich

This proposal was presented by Mr. Russell Milanich. Reverend Parks asked if the two proposals had been co-ordinated. Mr. Milanich explained that it had not because of new ideas instituted.

Mr. Hill explained that the initial proposal would be utilized for consultants, the latter for housing directly to the people, referred to as the service proposal. Mr. Hill asked if there would be in-service training for staff and if no one could be found to render such services, then what.

Mr. Milanich explained that this proposal would work in conjunction with the initial proposal. They would contract for someone to do the necessary training.

Mr. Findley stated that he would guarantee the services needed.

Reverend Parks moved that the proposal be approved for recommendation to co-ordinate with the initial proposal. Mr. Hill seconded the motion. Motion carried.

D. Hough Multi-Service Center - Reverend Wilbert Jackson

Reverend Jackson stated that this proposal would service the neighborhood, assist in obtaining new equipment, and enable the children to awaken to new skills (14 - 16 year old). This proposal would also be co-ordinated with the initial proposal.

It was motioned by Mrs. Golub and seconded by Reverend Parks that this proposal be adopted for recommendation to the board. Motion carried.

E. Kinsman Housing Service Center - Mr. Ronald Henderson

Mr. David Hill asked if the board had passed this proposal.

Mr. Ronald Hill explained that it had not. He also explained that the money received from Cleveland Now (\$65,000) would be used for redeveloping vacant lots, provide housing, in-house training and hopefully a contract with H.O.P.E.

Mr. David Hill asked if H.O.P.E. was to be the consultant.

Mr. Ronald Hill explained that no commitment had been made and no money would be given to H.O.P.E.

Mr. David Hill asked the purpose of the bookkeeper.

Mr. Ronald Hill explained that Kinsman expressed a desire for a bookkeeper one day per week.

Reverend Parks moved that the proposal be adopted for recommendation, to be co-ordinated with the initial proposal, a linkage be established with Cleveland Now money and, it pass the neighborhood board. It was seconded by Mrs. Golub. Motion carried.

F. Drug Abuse - Dr. Cribbs

Dr. Cribbs explained the dire need for such a program. The main emphasis is placed on stopping the heroin pusher so that the flow of drugs would cease. They are working with five-hundred hard core addicts and proposing to open eight (8) Methadon Clinics. Dr. Cribbs explained the Methadon Approach. It is non-habit forming, will curb or discontinue the use of drugs and also will be free of any side effects.

Mrs. Golub moved that this proposal be accepted. It was seconded by Reverend Parks. Motion carried.

G. American Indian Center Proposal - Mr. Russell Means

This proposal had been approved and reviewed, except for the budget. This program, only being in effect for four months, has been a success. although they are working with an insufficient staff. Mr. Mean's stated that within the next eleven (11) months there would be a greater influx of Indians, and they would like to develop continuous training Centers in Cleveland to meet these forthcoming needs.

Reverend Parks moved that this proposal be accepted subject to a letter of approval from the Indian Center board. Mrs. Golub seconded. Motion carried.

H. Newstart - Mrs. Bettye Flonnoy

Mrs. Flonnoy stated that they are still awaiting the certification of in-kind contributions. Mr. Findley stated that this proposal had gone to the board.

It was moved by Reverend Parks that the proposal be accepted, and seconded by Mrs. Golub. Motion carried.

I. Near West Side - Mr. Terrence Klima

This proposal was late awaiting more information from Dr. Cribbs. They seek additional funds, however, \$30,000 has been received from Cleveland Now. They are in dire need of additional staff. Mr. Hill asked the amount in the budget. Mr. Klima stated \$64,750 and estimation of expenditures would include; \$10,000 - Doctor, \$36,000 - Six Staff People, \$1,000 - Staff Training, \$3,000 - Hunger Committee, \$300. - consumable supplies, Mini-Bus - \$3,000.

It was moved by Reverend Parks and seconded by Mr. Golub that this proposal be accepted for recommendation to the board. Motion carried.

Meeting adjourned.

Respectfully submitted
Mrs. Mary Simpson
Secretary

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

BOARD OF TRUSTEES

MINUTES
Regular Meeting
May 20, 1970

ATTENDANCE

Rev. Emanuel S. Branch, Jr., Presiding

Dr. E. Franklin Ellis	Mrs. Lucinda Graves
Mrs. Bertha Falkowski	David G. Hill
Mrs. Margaret George	Miss Edith McIntosh
John H. Gherlein	Rev. Robert V. Parks
Mrs. Helen Golub	Rev. Roger S. Shoup

- I. The Regular Meeting of the Board of Trustees of the Council for Economic Opportunities in Greater Cleveland was called to order by Rev. Emanuel S. Branch, Vice Chairman, at 2:35 p. m. on Wednesday, May 20, 1970 in the Community Room of the Cuyahoga Savings Association, East Ninth and St. Clair Avenue.
- II. The Minutes of the last Regular Meeting of April 22, 1970 were approved as mailed.
- III. There was no correspondence.
- IV. Executive Director's Report

Director Findley regretfully informed the Board of the death of Mr. Earl Mells, an employee of the Council since its beginning. Mr. Mells first held the position of Resident Participation Director in Hough; at the time of his death, he was Supervisor of Outreach at Rainey. A message of regret was made known to the Mells' family in behalf of CEO and its Board. Director Findley reported that Wendell Atkinson was recovering quite successfully from open heart surgery; and, Mrs. Madeline Cargill is out of the hospital and will be returning to work within the next few days. Director Findley further informed the Board of Gerald Creel's (Chief Accountant at CEO) decision to accept a position with the Mobil Oil Company in New York. Mr. Creel was given a considerable increase in salary, the company is paying 80% of his schooling, and also found a home close to his place of work. It is becoming increasingly difficult for CEO to compete with industry. We, at CEO, are happy to see people move upward--it is the mission of the agency.

Director Findley called the Board's attention to open house activities being conducted in the Neighborhood Opportunity Centers. Sunday, May 24, 1970, Hough, Kinsman and Glenville will hold open house, we hope you will find it possible to attend. On Sunday, May 17th, Tremont held their open house and it was evident by the attendance and program, of the involvement of people in the area.

Mr. Findley stated that CEO had been invited by the President of the Welfare Federation of Cleveland to become a non-financial participating member of the Federation. He strongly recommended the Board's approval of this action. One final concern related to guidelines which have been received for developing a CEO-Model Cities Participation proposal that must be in Chicago by June 1, 1970 along with a proposal for Mobilization of Resources. Since the Board will not meet again before that time, Mr. Findley requested that the Priorities Committee be given authority to approve these proposals so that they might be forwarded to Chicago. Mr. Helen Golub moved that CEO become a non-financial participating member of the Welfare Federation. It was seconded by John Gherlein. Motion carried. Mrs. Bertha Falkowski moved that the Priorities Committee be given power to act as a representative of the Board to approve the Model Cities Participation proposal and the Mobilization of Resources. Rev. Roger S. Shoup seconded the motion. Motion carried.

Mrs. Wisor was asked to report on the activities of the Senior Citizens. Mrs. Wisor stated that she was extremely pleased with the results of the Senior Citizens Conference held some weeks back. More than 1,000 elderly people gathered together and for some, it was the first time for such activity. There were several workshops held and each was headed by an elderly person. There were 100 resolutions developed (copies of which have been distributed to Board members) as a result of that conference. Representatives from the workshops have met with General Davis, Safety Director; Dr. Ellis, Health Director, and Mayor Stokes. The Senior Citizens Newsletter carried a half page article on the Conference and the Community Page of the Press carried a story about the meeting with Mayor Stokes. Mrs. Falkowski stated that she felt that the Senior Citizen Program was an excellent one and it makes her feel good to see the elderly people being useful.

Director Findley stated that Board training for the neighborhood boards started this week and three of them will take place next week. This type of training will be helpful in strengthening their responsibility and capability as they relate to CEO and as they administer programs.

V. Committee Reports

A. Priorities Committee

Mr. David Hill, Committee Chairman, stated that the committee met and approved the following proposals for Board approval:

<u>Program</u>	<u>Approved Budget Amount</u>
1. Parent-Child Center	\$ 274,708.00
2. Comprehensive Health Care Center	3,080,042.00
3. Tremont Housing Service Center	44,732.88

Approved with the condition that this proposal be coordinated with the Tremont Housing Proposal adopted by the Board some months ago.

4. Hough NOC Supplemental Proposal (Neighborhood Youth Services)	118,781.00
5. Kinsman Housing Service Center	44,732.88

Approved with the conditions that it be coordinated with the original Kinsman Housing Development proposal and that this proposal include references to intentions to link this proposal with anticipated Cleveland: NOW! funds.

6. City of Cleveland Drug Abuse Project	241,241.00
7. American Indian Proposal	114,979.00

Approved subject to receipt of letter of approval from the American Indian Board.

8. Near West Side NOC Supplemental Proposal	64,750.00
9. Project Newstart	

This proposal was originally presented in April, but was deferred pending neighborhood approval and local share commitment.

Mr. Hill moved that these proposals be approved. Miss Edith McIntosh seconded the motion. Motion carried.

B. Nominating Committee

Rev. Shoup introduced a letter from Mrs. Janet Rinas of the West Side Board requesting Mrs. Elizabeth Mills be accepted as a replacement for Sister Carol Miller. Rev. Shoup moved that such be approved. Miss Edith McIntosh seconded. Motion carried.

VI. New Business

Rev. Shoup expressed his concerns about the role the Board has been playing and suggested that the attendance today should be an indication of the enthusiasm of this Board. He further expressed his opinion that we are doing a meaningful business and there is a definite need for the Board to play a stronger role as an advocate to the poverty people. He suggested that the Board should study the resolutions submitted by the Senior Citizens and act upon them in the next regular meeting. Rev. Shoup moved that the staff of CEO draw up a proposal recommending to this Board of Trustees ways in which they might become advocates for those in poverty--to be acted upon at the next regular Board meeting. The motion was seconded by Mrs. Golub. Mr. Gherlein objected to the motion but later withdrew his objection. Director Findley stated that the staff would prepare this draft but the Board would have to play the leadership role as an advocate due to the restrictions placed upon staff by OEO guidelines, prohibiting them from certain activities. Motion carried. Rev. Shoup also moved that the Board consider the resolutions submitted by the Senior Citizens and be prepared to act on them at the next meeting. Seconded by Mrs. Falkowski. Motion carried.

Mr. Hill stated that there is now being considered by OEO, a project called the Oklahoma Plan. This plan will take away authority of the Board on the local level. Whatever leadership local boards have left is threatened to be taken over by the state. The local CAP agency will have to be approved by the state, and this is a greater danger than the Green Amendment. Director Findley stated that he had received some material on the so called Oklahoma Plan and would forward same to the Board.

Mrs. Falkowski suggested that there be more neighborhood representatives on the Board. Rev. Branch stated that the Green Amendment prohibits such and the Board must be composed of one-third representation three ways. There was brief discussion relative to lack of attendance at Board meetings. It was suggested that members missing more than two unexcused meetings would be replaced (there should be no exceptions). Rev. Branch stated that he would choose another Board member to work with him on this suggestion.

VII. The meeting was adjourned at 3:15 p. m.

Respectfully submitted,

Mrs. Helen Golub, Secretary

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

PRIORITIES COMMITTEE

MINUTES

Fourth Floor Conference Room
Tuesday, June 16, 1970
3:00 p. m.

ATTENDANCE:

Mr. David G. Hill, Chairman

Mrs. Martha Davis
(Representing Eugene Burns)
Mrs. Helen Golub
Paul B. Hamilton

Staff

Miss Carolyn Haddock
Donald L. Martin
Kenneth O'Connell
Robert Short
David A. Walker

Visitors

(ACDC Representatives)

James Calgie	Albert Forrest, Euclid
Starlon Dudley	Central East Developmt Corp.
Mason Hargrave	
Mrs. Lorena Herrell	Morris Thorington
Mrs. Archie Lewis	HOPE, Inc.
Mrs. Inez Moore	
John Pegves	Gil Marsh
S. Williams	Legal Aid Society

- I. The Priorities Committee meeting ^{was} convened at 3:30 p. m. by the Chairman, David G. Hill. The first item of discussion was the Mobilization of Resources Proposal. Mr. Donald L. Martin, Assistant Executive Director gave a brief description of the proposal saying that CEO was acting as the grantee for the resources mobilization program, a comprehensive resource mobilization plan utilizing the skills and talents of a variety of agencies and organizations. It was made known that funds would be made available and CAA's were asked to develop a program around the idea that they would be funded for a maximum of two years and during this period, the program would develop local support to continue the program within that community to perpetuate the efforts that were initially funded. The invitation was extended to develop new program ideas in the last phase of the fiscal year, to deal in an innovative experimental area and was extended to all agencies in the country. The number of applications that came in were enormous. Guidelines were received around the middle of May for this proposal, allowing just a short time to develop a program. The Council at the time of receiving the guidelines distributed the guidelines and extended the invitation to other agencies.

Though the proposal specifically encompasses the efforts of the City of Cleveland, the Department of Human Resources and Economic Development, the Metropolitan Jobs Council, the Association of Community Development Corporations and CEO, it is actually a consortium of resources under the direction of CEO. There are six components of this program and each one is to be self-sustaining at the end of the funding period.

Mobilization for Resources Task Force which is to provide the technical and planning services essential for the development of an industrial land bank in the inner-city. The team will plan the training and placement of inner-city residents in the firms which locate in the park; the actual training will be directed by the City's Manpower Commissioner and the Metropolitan Jobs Council.

Manpower Evaluation Unit--The Jobs Council intends to evaluate existing proposed manpower training programs and related supportive services and work with sponsoring agencies to strengthen these programs.

Shopping Center Development Program is a proposal to finance the activity necessary during the next fiscal year to go forward on shopping center projects proposed in five urban neighborhoods.

Management Training and Consulting Program--Evaluations and studies have shown that one of the major impediments to progress is the lack of training of the neighborhood residents. In order to achieve certain economies of scale and to increase the degree of cooperation between the economic development corporation and the multi-service corporations, ACDC and CEO have decided to collaborate in the obtaining and allocation of funds for training facilities for all the different corporations involved.

Proposal for Central Staff for the Association of Community Development Corporations, Inc.--ACDC consists of 11 non-profit, community controlled development corporations, which seeks to pool the resources of all for the development and implementation of various economic development projects. It needs a staff coordinator to solicit funds from the federal government, municipal government, the business community, and local and national foundations.

Proposal for Ghetto Economic Research and Development Corporation will assist both community development corporations and black entrepreneurs in Cleveland to identify industries having major potential for capital growth and jobs for residents of low-income neighborhoods. The corporation will be created largely from black business school graduates' oriented toward social goals and having entrepreneurial ambitions.

II. DISCUSSION

It was Mr. Hill's recommendation that some priorities be set and that it should be indicated where the money might best be used if there was a limitation on funds. The ACDC staff proposal was in trouble for they will go under if they do not get money. It is not certain if all or any of the proposals would be funded and that those that were funded would be on a priorities basis.

Mr. Hamilton asked if a certain amount was funded, could this be broken down for distribution to the programs in question and thereby provide more money. In stressing the importance of the ACDC staff, Mr. Hill said that there has been \$600,000 allotted for this region, but if there is no staff none of the other projects can be accomplished. Mr. Hamilton asked why they did not ask for money. Mr. Hill said that they did, but for a number of projects. Mrs. Golub suggested hearing from some of the people in support of the proposal.

Mr. Calgie said that they did need staff to continue the programs that are being developed, and that presently staff had been provided on a volunteer basis. Mr. Hill said that he would withdraw his proposal and place it at the end of the list in favor of funding for the ACDC staff. Mr. Hamilton said that if the proposal goes to Chicago and Hill withdraws, then the money could be given to ACDC staff. After the funding would be a better time to withdraw. Mr. Hill said that Chicago will not fund the whole thing and that if anything, only part of the proposal will be funded and that is why this should be submitted on a priorities basis first.

Mrs. Lorena Herrell, who is on the team appointed as a committee for ACDC as well as the Executive Director for the Lee Seville Development Corporation confirmed that they have been working with a volunteer staff and that with the central staff of ACDC, Legal Aid can feel that someone is working with the community and looking over the entire city. There are common goals and things have to be held together. Central staff of ACDC will help the overall picture and since ACDC felt very strongly about continuing ahead and not having to come back for help year after year, the second priority would be the shopping center project. An ongoing program is what is needed in the community. Mr. Dudley of Glenville Development and Vice President of ACDC said that the shopping center is important for a number of reasons. High visibility is one of the primary concerns urged in the neighborhood in that your main corridors should contain playgrounds and shopping centers which in all probability will be at major intersections and will function in pumping blood into the main artery of the community. Something other than gas stations would provide a better outlook. Also, the retention factor--helping to retain people in the area.

One of the group thought that on a city-wide basis, there should be awareness of the city-wide need including the East Side and the West Side and it is not certain that the shopping center would cover this need, therefore, the Research and Development component should be considered for second priority. It was asked how many agencies of the West Side were ACDC members? It was answered that there were none, but affiliates who attended the meetings. There were groups that were considering membership (West Side Development, CRASH, the American Indian Center, and the Spanish American Committee). Mrs. Herrell said that she had been contacted and invited to board meetings of these groups to explain what ACDC can do prior to consideration of membership. It was stated that if phase one is not kept up, then phase two would be lost. Mr. Hamilton said that some long time businessmen who have been in the area should be involved before pursuing high ideas about a shopping center that the black community cannot support. These people can be supportive in helping to get set up and providing someone to work with. Phase two of the shopping center project will involve all local community people and business people and because this is a city-wide concern, it is being left up to the Community Development Corporation to determine what business people would be involved. There were comments on the progress of the Alpine group and its plans to expand a shopping center study that had been conducted.

Mr. Martin said that representatives from ACDC should go to Chicago tomorrow (June 17, 1970) preferably the most vocal person and arrangements can be made to talk to Verduin, the Regional Director. Mr. Hill said that if Chicago says that they will not refund the program, there ought to be some consideration given as to whether the ACDC proposal should be submitted as a separate funding package. Mr. Hamilton said that that move should not exceed or change what the Board has already passed on. Mr. Hill said that if the Board passes on this, a call can be made to Chicago to the representatives there. An appeal could be made on a national level for some of these funds for there should be funds left if Chicago is shut out. Mr. Martin said that the Bureau of the Budget put a deadline of allocations on money for OEO and for this reason, someone should be contacting Washington at the same time that Chicago is being contacted. The recommendations for priorities as listed below, were moved on by Mrs. Golub and seconded by Mr. Hamilton.

First Priority - Central Staff for ACDC

Total: \$40,476 Federal: \$29,346 Non-Federal: \$11,130

Out of all the proposals, the one for staff is most critical for they cannot go on without funding. Mr. Hill volunteered to place Human Resources in last place in order not to interfere with this priority for funding.

Second Priority - Shopping Center Development

Total: \$92,802 Federal: \$55,802 Non-Federal: \$37,000

It was felt that the shopping center project would be the kind of ongoing program that is needed in the community, that will help to retain people in the area, will provide needed jobs, and would enable ACDC to continue ahead without having to come back for help.

Third Priority - Ghetto Economic Research & Development Corporation

Total: \$74,888 Federal: \$46,554 Non-Federal: \$28,334

Fourth Priority - Management Training and Consulting Program

Total: \$92,000 Federal: \$68,250 Non-Federal: \$23,750

Last Priority (5th and 6th) Mobilization for Resources Task Force
and the Manpower Evaluation Unit

III. Model Cities Proposal

A meeting was held on May 27th, three days prior to the termination of the former year's funds. The planning phase of the Model Cities Program terminated on May 31, 1970. The purpose of the meeting was to generate some ideas for Program Year "E" of the Model Cities Program.

The following outline indicates the priorities in the proposal based upon the need to establish an effective organization:

- 1) An orientation program for model neighborhood residents which would cover such areas as:
 - a. Designing an organization to implement operations necessary to achieve their goals;
 - b. Staffing needs and requirements for hiring;
 - c. Continued program analysis, monitoring, and evaluation.
- 2) Recruitment, hiring, and orientation of an administrator, secretary-stenographer, and training specialist;
- 3) Providing training to residents in areas of housing, employment, education and economic development.

The total cost is to be \$81,253. This request is for \$40,395 in OEO funds with the balance in costs to be assumed by the Community Development Agency, primarily

for staff. The final draft of the proposal has been submitted to the Regional Office (Dan Larsen) as a prospect to insure consideration for funding. The final program design will require further specification by Model Cities officials before funds will be made available.

Mr. Hamilton moved and Mrs. Golub seconded that the Model Cities Proposal be approved as presented.

IV. Adjournment

The meeting was adjourned at approximately 4:45 p. m.

Respectfully submitted,

David G. Hill, Chairman
Priorities Committee

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

BOARD OF TRUSTEES

MINUTES

Regular Meeting
June 17, 1970

ATTENDANCE:

Rev. Roger S. Shoup, Presiding

Mrs. Martha Davis (Representing Eugene Burns)	Mrs. Laura George David G. Hill	Rev. Robert V. Parks John H. Gherlein
Dr. E. Franklin Ellis	Michael Potts	Rev. Horst Hoyer
Wendell Erwin	Miss Edith McIntosh	Mrs. Edwardina Riggans
Mrs. Bertha Falkowski	Mrs. Elizabeth Miles	Mrs. Helen Golub

- I. The Regular Meeting of the Board of Trustees of the Council for Economic Opportunities in Greater Cleveland was called to order by Rev. Roger S. Shoup at 2:15 p.m. on Wednesday, June 17, 1970 in the Community Room of the Cuyahoga Savings Association, East Ninth and St. Clair Avenue.
- II. The Minutes of the last Regular Meeting of May 20, 1970 were approved as mailed.
- III. There was no correspondence.
- IV. Mrs. Edwardina Riggans told the Board of her exciting 15 day visit to the Expo in Japan. She visited such places as Tokyo, Bangkok, and Hong Kong as well as other cities. She witnessed worse poverty than there is in this country--seeing children care for children because both parents had to work. There were also lots of beautiful things and places, and it was the best trip Mrs. Riggans had ever had.
- V. Executive Director's Report

Mr. Findley announced that Mr. Wendell Atkinson had returned to the office after having had open heart surgery. Mr. Atkinson had asked that Mr. Findley express his thanks for the interest and concern shown by all. Mr. Findley went on to say that because of the serious problem of employment of the youth in the city, the Mayor headed a delegation to Washington to meet with the Secretary

of Labor to appeal for more money for youth employment during the summer months. He paid tribute to the Mayor for his position of leadership and the manner in which he made the presentation to the Labor Department. The Director pointed out the serious reduction of summer jobs for youth in the private sector due to the various strikes and the slow down of the economy. He mentioned that in keeping with the new OEO guidelines, the Youth Employment Program of CEO is year round serving approximately 600 youths. It is to be hoped that the Labor Department will provide additional summer employment funds for youth to the In-School Neighborhood Youth Corps.

The Director advised the Board that announcement had been made by OEO of the approval of the Youth Employment Program, Emergency Food and Medical Services, and the New Start Alcoholic Program. The Alcoholic Program was reduced in budget with some changes made. The Director further advised the Board that he was pressing for approval of the Spanish American Committee, Domestic Workers of America, and the American Indian Center Proposals which were included in the Memorandum of Understanding between the CEO Board of Trustees and the OEO Regional Office. The Drug Abuse Program was submitted to Washington for approval and funding and staff would continue to follow the progress of this proposal. The guidelines for the OEO-HUD Model Cities Proposal were very late in being received by the Council and the Model Cities staff. The two staffs have met and with members of the Model Cities Resident Policy Board have developed a proposal for OEO consideration. There is no assurance that this proposal will be funded.

The Director reported that in keeping with the requests of the Multi-Service Corporation Boards for informational help and Board training, that each Board was now being provided Board training to help them to better cope with the problem of Board membership. It was also pointed out that the neighborhood youth councils and the City-Wide Youth Council are being provided training and help to enable them to be meaningfully involved in planning and operating the Youth Employment Program.

Mr. Findley commented on the letter sent to each member of the Board under date of June 10, 1970 bringing to their attention what had been done to secure an OEO allocation of funds for a Concentrated Management Improvement Program to be developed under competitive bidding by at least three interested management consulting firms. The Director outlined the various organization and program changes CEO had undergone since the contributed services of McKinsey and Company had structured the agency some four years ago. He stressed the need for the agency now to be structured to increase program effectiveness and fiscal accountability. He noted that last year, other cities had been allocated funds for these purposes, but he had been advised by OEO that other cities needed this

management help greater than Cleveland. Following the approval given at the joint meeting of the Management and Priorities Committees, he has been taking the necessary steps to secure funds and was pleased to announce that he had been advised that \$25,000 would be so allocated to CEO. He advised the Board that necessary steps would be taken to have formal proposals developed by management consultant firms with final approval of selection by the Management Committee.

The Director called upon David Walker, Deputy Director to acquaint the Board with a more detailed explanation of the Oklahoma Plan and the possible increased involvement of the States in the Poverty Program. Mr. Findley announced that the Central Area had held an election the past week to secure the members for its Multi-Service Corporation Board. It was moved by Rev. Shoup and seconded by Wendell Erwin that the Community Participation Committee have the authority to act on behalf of the Board to certify the election held in the Central Area. Motion carried.

VI. Committee Reports

Priorities Committee

The Committee met on June 16, 1970 at 3:00 p. m. in the fourth floor conference of CEO to discuss the Mobilization of Resources Proposal and the Model Cities Proposal. Mr. Hill reported that a number of people were invited to submit mobilization proposals; included were the City of Cleveland, the Department of Human Resources, the Metropolitan Jobs Council, the Association of Community Development Corporations and CEO. Out of their meeting, the Priorities Committee decided that funding should be on a first priority basis in favor of the Central ACDC staff, as staff was vital to this program. Second was the Shopping Center Development which would be administered by ACDC; third, Ghetto Economic Research and Development which would be administered by ACDC; and fourth, Management Training and Consulting administered by ACDC and CEO. In the event the City of Cleveland does not receive any money, it was requested that the Central staff proposal be submitted separately for any possible funding at the Regional Office. Out of 115 proposals received from this area, the number was cut down to 20. Out of the 20, maybe only three or four will be funded. The Model Cities Proposal was discussed and it was explained that it was to be an initial draft to be submitted to Chicago. Those agencies involved would get together to work out the details before the final proposal was submitted. It was recommended that each proposal adopted by the Priorities be approved by the Board.

Under the Mobilization of Resources package, the priorities to be given were as follows:

Central Staff for ACDC	\$40,476
Shopping Center Development	92,802
Ghetto Economic Research and Development	74,888
Management Training and Consulting Program	92,000

Last Priority: Mobilization for Resources Task Force
and the Manpower Evaluation Unit

It was recommended that in the event there is no money for staff, that the central administration package be sent in for separate consideration for funds. This was moved by Mr. Hill and seconded by Mr. Erwin. Motion passed.

The Model Cities proposal was approved with the condition that the groups involved come together to work out the individual roles to be played. In referring back to the Mobilization Proposal, Mr. Gherlein asked if all funds would serve the priorities as mentioned and move right on down the line. If funded at all, those of top priority only would be funded. Rev. Parks mentioned that Hough Development Corporation is one member of ACDC and were there not supposed to be members from the West Side asking for membership. Also, there were supposed to be some affiliate groups from the West Side. Mrs. Falkowski asked if a Housing Coalition ^{could} be considered economic development. Housing is considered a form of economic development. Mrs. Herrell said that she would be happy to explain how to get membership in ACDC. This membership is extended to all. All those that have shown interest and have qualified have been receiving minutes since September of last year.

Mr. Hill said that in trying to establish priorities in these projects, there were a number of other possibilities of funding. The mobilization task force will be in search of other money, but it was felt that the staff function of ACDC was the most pressing thing at this time. Rev. Shoup said that there were other areas in the proposal that raised some questions. It seemed that some proposals require such hasty action that it was difficult justifying taking hasty action on such a large amount of money. As the proposal is outlined in the synopsis, it seemed like needless duplication with CEO and perhaps there were some things that could be performed just as well by present staff. It was asked that if by this action, it was establishing a bureaucracy that might bypass the neighborhood

Mr. Findley said that he was in support of ACDC and whether it became a bureaucracy or not would be determined by the manner in which the delegation is made to the agency. The kind of technical assistance help that is made available could be made a part of the contract to ACDC. It might be desirable to have it with CEO who could be very supportive in getting the kinds of cooperation needed. Mr. Hill said that the research task force should be placed with CEO rather than with Human Resources--also the manpower evaluation unit. The Shopping Center Development can take place without neighborhood corporation action. Mr. Findley said that the program with top priority is the only one with a real chance of being funded. It was doubted that there would be any other money available. ACDC is the one with the greatest chance of funding. The Board gave the Priorities Committee the authority to move and approve the large package with the priorities as noted.

The Community Participation Committee should have had some say about this program, also the neighborhood corporation should have had something to say about the review of this program. Priorities Committee was given proposals from various organizations and there was a time factor of about two and one half weeks. If the proposals were not received by a given date, they could not send anything. Mr. Findley said that they were given two and one half weeks and the package was sent prior to June 1st indicating that it had not had approval from the community and it was understood that it would have to go back to the Priorities Committee which met prior to the Board meeting. If there are any other criticisms, they will have to go back to the neighborhood and take their chances on getting funds. Rev. Hoyer asked how much time was there left. It was stated again that the allotted time was two and one half weeks from the time of notification. The total package was submitted from the agency and the various contributing groups worked together on the package before it was sent off to Washington and Chicago.

Since the problem with neighborhood corporations prevailed, it was recommended that the Board react as in the past, recommendation pending approval of the neighborhood corporation. Rev. Shoup was not convinced that the total package is something that should be supported. Somewhere along the line, these kinds of things have to be checked with a clear vision of how it will be used or in what way. It is very hard to say yes to things like this and not know what is being said yes to. The package to OEO had the following priorities placed on it: ACDC Staff, Shopping Center, Research and Development, Management Training and Consulting, Manpower Evaluation Unit and the Mobilization of Resources Task Force. This can go off in a letter saying that it has not been approved by the neighborhood corporation. Rev. Hoyer moved that this be inserted as an amendment. Mr. Falkowski seconded. Rev. Shoup asked for a vote on this amendment getting a vote of seven to three.

Dr. Ellis questioned the legality of the first motion--would this deter bringing money into the city. It was explained that all the second motion does is make certain that this goes before the neighborhood corporation. It would be forwarded to the Chicago office saying that it was subject to the approval of the neighborhood corporation. Mr. Findley said that when facing deadlines of this type, there is a CAP 14 that states whether the grant is accepted; this is a protection to us and makes consideration possible for available funds coming into the community. The main amendment was approved 14 to one, with one abstaining. Mrs. Elizabeth Miles was welcomed to the Board at this point.

VII. New Business

Two new staff persons were introduced to the Board. Mrs. Jackie Er Management Information Specialist of the Research Department and Robert Short, Director of the Community Planning and Technical Assistance Department. Mrs. Falkowski took the floor for further comment informing the Board that the Tremont Day Camp of the Streets had not been funded by Cleveland: NOW! Through the efforts of Mrs. Madeline Cargill, Coordinator of the Community Relations Department, who has worked with Tremont since the time they were told they were not funded, they had arranged to show films of what was done the previous year and also had arranged a tape session with WLXY. Mrs. Falkowski also mentioned having requested an evaluation of the summer program from the Research Department to which she was told that they were not able to give a complete evaluation of the non-OEO funded day camp. Mr. Findley responded by saying that all OEO funded programs are evaluated, but the Tremont Program was a private sector program receiving its funds from Cleveland: NOW! Mrs. Falkowski said that some evaluation should be done on all programs. Rev. Shoup said that in the MIS Quaterly Report, evaluations of the programs were always included.

Rev. Shoup inquired into the matter of attendance of Board and committee members. He requested a list of all trustees, their date of entry and the number of meetings they have attended. Mrs. Herrell announced that if any one needed additional information on ACDC, there was material in the compiling stages and she would see that Rev. Shoup got a copy of the proposal and that anyone who wished a copy of the proposal or further information could reach her at 694-3400 or at the address 4647 East 175 Street (44128).

VIII. Adjournment

The meeting was adjourned at approximately 3:37 p. m.

Respectfully submitted,

By: Mrs. Helen Golub, Secretary

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

Joint Management and Priority Committee Meeting

MINUTES

October 15, 1970

Rev. Emanuel S. Branch, Jr., Presiding

The meeting of the Joint Management Committee and Priority Committee was called to order by Rev. Emanuel S. Branch at 10:55 a.m. on Thursday, October 15, 1970 in the 4th Floor Conference Room at CEO, 1350 West Third Street.

Mr. Findley began the session with a brief discussion about the 8% cut in operating funds for Program Year "F". The refunding process has been held up because of this 8% cut and there have been some suggestions as to how the major portion of the cut can be absorbed by the 01 Account--Central Administration. However, the decision as to how the cut will be made is the responsibility of the Board of Trustees. Mr. Findley also stated that we have the advantage of a consulting firm in helping us determine the appropriate areas in which cuts may be made. The availability of this consulting firm, Booz, Allen & Hamilton, was made possible through the Concerted Management Improvement Project (CMIP) funded by OEO.

Mr. Findley presented the following plan to the Committee for their approval with regards to possible areas of cuts:

	<u>Present Level</u>
01 - Central Administration	\$511,000
07 - Neighborhood Opportunity Centers	912,000
65 - Project CARE	40,000
Comprehensive Youth Program (CYP)	<u>572,000</u>
	\$2,167,000

Proposed Level

01 - Central Administration	\$360,000
07 - Neighborhood Opportunity Centers	912,000
Comprehensive Youth Program (CYP)	572,000
HOPE	<u>132,000</u>
	\$1,976,000

The Neighborhood Opportunity Centers, CYP and HOPE will not receive any major cuts. Mr. Findley asked the Committee to approve that NOC will receive no cut. Project CARE will be transferred to nationally allocated funds and will not be a part of local initiative funds. Mr. Findley mentioned that we should examine the rental cost of our present location to see if savings could be secured in this category.

Mr. Findley stated that the mission of OEO is to mobilize and coordinate programs, therefore CEO should be centrally located, and bring under one roof various related programs. Our present location was selected, keeping in mind the availability of public transportation. Mr. Findley asked Mr. Martin to give a breakdown of space cost and rental and the present status of our lease.

Mr. Martin stated that the annual rental cost for this location is \$58,761. We occupy 14,630 square feet, at approximately \$4.00 per square foot which is well within the Federal standards. Other programs housed within this building contribute rent monthly as follows:

	<u>Monthly</u>	<u>Annually</u>
Project CARE	\$300.00	\$3,600.00
Community Services Aides Project	50.00	600.00
Comprehensive Youth Program	150.00	1,800.00
Mayor's Council	200.00	2,400.00
Foster Grandparent Program	206.25	2,475.00
Neighborhood Opportunity Centers	225.00	2,700.00
Urban Corp	150.00	<u>1,800.00</u>
	TOTAL	\$15,375.00

This amounts to \$15,375 per year that we receive from other sources, with custodial services provided without cost to CEO. We have a five (5) year lease on the building with the option to renew at the end of that five years, as long as funds are available to poverty programs in Cleveland. Mr. Findley stated that should another location be found with relatively low rental costs, the moving expenses should be considered.

Rev. Branch stated that even though the present location seems to be satisfactory in terms of accessibility and cost, we still have the duty to explore other possibilities. Mr. Findley agreed with Rev. Branch. Mr. Martin stated that the possibilities of finding another location as suitable as this is practically nil, however we have the option to stay here at this same rent. Mr. Hill wanted to know how many days we have for option to renew. Mr. Martin stated that the lease ends on January 31, 1971 and we should renew on or before October 31, 1970 which is a 90 day renewal period. Rev. Branch asked if it was possible to renew a lease before it expires. Mr. Martin stated, yes this was true.

Mr. Findley advised that no changes be made in staff of the Finance Department. He also informed the Committee that Peat, Marwick Mitchell & Company is developing a flow chart for the Finance Department. As a result of the development of the Neighborhood Corporations, Finance has been charged with the responsibility of keeping six additional set of books, therefore it is essential that no cuts be made in the Finance Department.

Rev. Branch felt it would be wise to wait until the results of the CMIP to see if the 01 Account can function effectively at this reduction. Mr. Hill felt that the neighborhood operation is a must and should not receive any cuts. Mr. Findley suggested to the Committee that if he could get a commitment on the NOC, he would review the other accounts at a later date. A steering committee will be set up to work with the consulting firm to feed back results of the CMIP project and the reduction of funds.

Rev. Branch asked if the members had any comments about the proposed funding level. All were concerned about the cut in the 01 Account. Mr. Findley stated that the one department that will not receive any cuts in the 01 Account is Finance.

Rev. Branch moved that the proposed level be approved as follows: 01 Account - \$360,000; 07 Account - \$912,000; CYP - \$572,000; and HOPE - \$132,000, totalling \$1,976,000. Mr. Hamilton seconded the motion. Motion carried.

Mr. Findley asked Mr. Chunn to report on the progress of the Child Development refunding. Mr. Chunn stated that a few days ago, Child Development staff and administrators met in Columbus with HEW officials and discussed a regional deficit in the Headstart-Day Care monies of \$29 million (national deficit of \$54.9 million). The Child Development program stands the possibility

of facing a 10% to 10.5% cut in Program Year "F" funds. All proposals are due in Chicago by the first week of November; however, upon submitting these proposals, we will not know what our funding level will be. We have been told to develop a program that does not exceed \$1.66 million. Mr. Chunn further stated that in a meeting of the Directors on 10/14/70, a discussion was held on ways of heading off the cut and the best possible solution is not to exceed our present funding level.

Mr. Hill wanted to know how this cut relates to work in establishing a 4-C Committee. Mr. Chunn stated that the planning stages of 4-C are to be completed by the first of the year, however 4-C was conceived without funds-- money out of our present funding level never existed for 4-C. Mr. Hill suggested that we explore the possibility of securing funds through Section 4-A of the Social Security Amendment. Mr. Chunn stated that the State of Ohio will have to come up with state monies before we can receive matching federal funds. At this juncture, the State has not done so. Mr. Findley stated that some discussions have already been held with the Junior League relative to possible funds. Mr. Hill also suggested that the Board participate in these discussions.

Rev. Branch asked for a motion to approve Headstart's budget to be submitted at the same level as last year; Mr. Hill so moved. The motion was seconded by Paul Hamilton. Motion carried.

At this point, Mr. Atkinson reported on the progress of neighborhood funding. He stated that an Administrative Memorandum had been distributed outlining procedures for refunding for Program Year "F". Later, we were advised by Chicago that the process would be simplified and would be worked out during Regional Office pre-review. Pre-review took place some weeks ago and for various reasons took longer than expected, therefore, each Corporation (with combined efforts of the NOC) has been asked to submit a three page narrative statement containing such information as: "In what direction do you see your program going for Program Year "F"?; what are the planned improvements?, etc."

Mr. Garnett briefly discussed the recently completed evaluation of Program Account 23 (Full-Day Headstart). He stated that present plans call for having other evaluations to be in by October 23. Mr. Hill asked if an evaluation was being conducted on the kind of services being provided under the new neighborhood structure, to give us some indication as to how the neighborhood structure is working and where their weaknesses are. Mr. Garnett stated at this time, new reporting forms have been developed for the NOCs in order that they might be more effective in reporting back to CEO.

The following dates were agreed upon for future review of program accounts by the Priority Committee and Board of Trustees:

1. November 4, 1970 (Prior to the Board meeting) - Priority Committee will meet to review and make recommendations on composite CAP 81, and Child Development funding request.
2. November 4, 1970 (2:00 p.m.) - Board of Trustees meeting.
3. November 24, 1970 - Priority Committee to review and make recommendations on total CEOGC funding request for Program Year "F".
4. November 25, 1970 - CEO Board to review CEOGC total funding request for Program Year "F".

Rev. Branch suggested that we adjourn the meeting due to previous commitments of both he and Mr. Hill.

The meeting was adjourned at 12:00 noon.

Respectfully submitted,

Miss M. Joyce Snowden
Staff Secretary

10/29/70

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

PRIORITIES COMMITTEE of
CEO BOARD of TRUSTEES

MINUTES

November 4, 1970

ATTENDANCE:

Mr. David G. Hill, Presiding

Mrs. Laura George
Mrs. Helen Golub

Mr. Paul B. Hamilton
Rev. Robert V. Parks

The meeting of the Priorities Committee of the CEO Board of Trustees was called to order by David G. Hill, Committee Chairman, at 1:15 p. m. on Wednesday, November 4, 1970, in Community Room-C of the Cuyahoga Savings and Loan Association, East 9 Street and St. Clair Avenue.

The first proposal on the agenda for Committee approval was the Foster Grandparent Program, to be funded at a level of \$104,806 (Federal share \$92,855; Non-Federal share \$11,951). Mr. Findley stated that ordinarily, the Foster Grandparent proposal would be submitted with the CEO refunding proposals, but we received word from HEW stating that it had to be submitted by the first of November. Mr. Findley further stated that the program is basically the same as last year. Mrs. Breland, Project Director, was present to answer questions.

Mr. Hill, Chairman, asked if there were any questions about the proposal. There were no questions. Mr. Hill asked for a motion on the proposal. Rev. Robert V. Parks moved that the Foster Grandparent proposal be submitted to HEW at a funding level of \$104,806. The motion was seconded by Mrs. Laura George. Mrs. Helen Golub wanted to know if the recommendations that were made last year were adhered to. Mrs. Breland stated that recommendations from the previous year related to an evaluation of the program and accordingly, an extensive evaluation of the Foster Grandparent program was conducted by the Research Department. With no further unreadiness, the Chairman called for a vote on the motion. The motion was carried.

The second item before the Committee was approval of CAP 81 (Plans and Priorities). Mr. Wendell Atkinson stated that some weeks ago our Regional Analyst advised that if there were no major changes we could submit the same CAP 81 as last year. Mr. Hill asked, what were the changes. Mr. Atkinson stated that the changes were minor and pertained to the target areas. Each of the six (6) target areas submitted a statement indicating the direction in which they wanted their program to go to be attached to CAP 81 as an Addendum. The Corporations were basically interested in maintaining Outreach and resident participation.

Mr. Hill asked, if the statements had been reviewed by the neighborhood boards. They had been so reviewed with signed statements attesting to the review and approval. Mr. Hill was further interested in knowing if there had been an evaluation to the effectiveness of the Outreach services. For instance, "how many people had been reached? , type of services rendered, and has there been an evaluation of over-all Outreach productivity?" Mr. Robert Garnett, Director of Research, stated that a study was conducted, but the Research Department did not try to arrive at a total figure of contacts because many records were inadequate for a complete picture of Outreach contacts. The Outreach statistics are fairly high--about 3 contacts per day--but we should keep in mind other special assignments, training programs, etc. Mr. Hill asked Mr. Garnett if his Department is working with the centers to establish a more adequate record keeping system. Mr. Garnett stated that a new form had been developed and went into operation October 1st.

Rev. Parks wanted to know what is being done to up-grade resident participation, in terms of getting more people into the program. Mr. Atkinson stated that there is an on-going effort to increase resident participation and the new form developed by Research will indicate the extent of resident participation. The other form did not reflect the full range of activities of the NOCs. The new form will serve as a tool for staff and neighborhood boards, for more adequate evaluations.

Mr. Hill suggested that we run the risk of facing another cut in the next program year if we do not have sufficient records to show the extent of resident participation. Mrs. Golub wanted to know what happened to the MacBee System, and has there been an increase in the cards. Mr. Garnett stated that because the MacBee cards required an in-depth amount of social history, many walk-in clients were reluctant to give more than their name, address and reason for coming the the center.

Mr. Findley stated that some of the services can not be recorded on the MacBee card. For instance, last year when we moved to neighborhood control, Outreach played a leading role in securing resident participation and this is meaningful, yet, this could not be recorded on the MacBee cards. Mr. Findley gave an example of an Outreach Worker from the Hough Center working as interpreter with Comprehensive Health Services to aide patients who speak different languages. Mr. Findley stated that the Research Department will

be taking on a different role involved in evaluation of programs and the MIS Report was developed in order that we might be more informed.

At this point, Mrs. Golub questioned the letter of approval to CAP 81 from the West Side Multi-Service Corporation. Mr. Terrance Klima, President of the West Side Corporation, stated that Mr. John Larson, West Side NOC Director, was asked to submit a statement to the Main NOC. Such a statement was submitted and in the course of Neighborhood Board review it was discovered that, in an attempt to change the form of the statement, the meaning had been altered. This situation has been corrected and the form has been approved and attached to the Addendum.

Rev. Parks moved that the CAP 81 with NOC's Addendums be approved. The motion was seconded by Mrs. George. Motion carried.

The final matter before the Committee was approval of the Headstart and Day Care Program. Mr. Findley stated that some weeks ago he attended a meeting in Columbus with HEW officials about the funding level of the Child Development Program. We were advised to submit proposals at the same funding level as last year and to have them in the Regional Office by the first week of November, so that we could get approval before the projected cuts. Mr. Findley made reference to the kind of support and cooperation of the parents in the various review processes of the Headstart and Day Care refunding process. These proposals are essentially the same as last year and at the same funding level.

Mr. Hill asked if these proposals had been approved by the Parent Advisory Council. Mr. Findley confirmed the fact that they had been approved by the PAC and stated that members were present if there were any questions. Mr. Findley also stated that we have a letter of approval from the City Wide Parent Advisory Council. In reference to the Day Care centers, he stated that some adjustments in the budgets would be made to come within the funded level.

Mr. Hamilton complimented the Research Department on the evaluation of the Day Care centers as mailed to the Committee. He stated that he thought it was a comprehensive evaluation and hoped Washington and Chicago felt the same.

Mrs. Golub wanted to know the status of Day Care in Tremont. Mr. Findley stated that \$9,000 was allocated to Tremont last year. In the new program year this \$9,000 was to be on an annualized budget. Mr. Hazel Barnett is moving ahead to start Headstart in Tremont, and secure staff. We have moved forward in keeping with the budget commitments of last year with an annualized budget for Program Year "F" available to the Tremont area and administered by GCNCA as the delegate agency.

Mrs. Bertha Falkowski stated that at a meeting of the Tremont Corporation it was decided to send someone to Chicago to stop all Headstart monies coming to Cleveland. She also stated that the Corporation had refused the \$9,000. She further stated that funds were to be made available for Day Care beginning in September, but to date, no funds have been received for the month of September or October. Mrs. Falkowski felt that the target areas should be taken care of before Midwest or Lee-Harvard.

Mr. Hamilton asked what was the position of GCNCA in working with CEO to implement the program. He felt that criticisms should be taken to GCNCA. Mr. Findley stated that the implementation of the program belongs to GCNCA and the record should show that this was in the budget agreement. Mr. Findley also stated that when funds were originally allocated they took into account what was being made available in the neighborhoods by other resources. At that time, the Board of Education had a program and Merrick House had a Day Care program. It was hoped that Merrick House might make changes for Day Care needs of Tremont.

Mrs. Falkowski stated that Merrick House could not liberalize their program because it is funded through United Appeal and they did not meet its goal. She stated that in discussions with Mr. Chunn, he had agreed to send a letter of support to Washington in support of their demonstration project but no such letter has been sent.

Mrs. Alyce Martin stated that money is available now for Tremont Day Care in the present program year and is available to Headstart for the present program year. The needs of Tremont are important to the Child Development Department.

Mr. Hill stated that low-income people live all over the city, including Lee-Harvard, and these children should receive services as long as they qualify under the federal guidelines. He mentioned Title IV of the Social Security Amendment which provides that if the State puts up 1/4 of the money for Day Care, the Federal Government would furnish the remaining 3/4. He further indicated the awareness of the new administration (recent election of the Governor) to our problems and we stand a better chance of getting these funds.

Mrs. Golub mentioned the fact that last year the Board recommended that the next center would be in Tremont and this was made a part of the minutes. Mr. Findley stated that the choice of Headstart of Day Care was given to Tremont and they decided on a Headstart program.

It was moved by Mr. Hamilton that the Committee approve Headstart and Day Care to be funded at the approximate level of last year. The motion was seconded by Mrs. George. The motion was brought to a vote by a show of hands. Three (3) voted in favor of the motion and one (1) against. The motion was carried.

COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND
1350 West Third Street
Cleveland, Ohio 44113

BOARD OF TRUSTEES

MINUTES

Regular Meeting
November 4, 1970

ATTENDANCE:

Rev. Emanuel S. Branch, Jr., Presiding

Mr. Bruce Akers
Mrs. Bertha Falkowski
Mrs. Laura George
Mrs. Margaret George
Mrs. Helen Golub
Mrs. Lucinda Graves
Mr. Paul Hamilton

Mr. David G. Hill
Miss Edith McIntosh
Mrs. Elizabeth Miles
Rev. Robert V. Parks
Monsignor A. James Quinn
Mrs. Edwardina Riggans

- I. The Regular Meeting of the Board of Trustees of the Council for Economic Opportunities in Greater Cleveland was called to order by Rev. Emanuel S. Branch, Jr. at 2:20 p.m. on Wednesday, November 4, 1970 in the Community Room of the Cuyahoga Savings and Loan Association, East 9 Street and St. Clair Avenue.
- II. The Minutes of the last Regular Meeting, September 30, 1970, were approved as mailed.
- III. Correspondence: There was no correspondence.
- IV. Executive Director's Report

Mr. Findley called the Board's attention to material sent out through the mail from Mr. William R. Bechtel, Staff Director of Senate Subcommittee on Employment, Manpower and Poverty; and Senators Walter F. Mondale and Alan Cranston relative to possible Congressional cuts of funds for our programs. As it was reported at the last Board meeting, there was an anticipated cut of \$18 million in the National Headstart program (from a present level of \$339 million to \$321 million). Senators Mondale and Cranston plan to introduce an amendment to continue funding these programs without cuts which they estimate would take \$350 million.

Mr. Findley requested the Board to empower staff to develop plans for action with possible delegation to Washington after the 16th of November to meet with the proper persons concerning the cuts and the appropriations for the poverty program. This is a critical matter and we must have the Board's support--this should be a leadership effort of the Board of Trustees.

Rev. Branch asked for a motion to the effect that the CEO staff be empowered to plan a strategy for whatever action is necessary, even taking a delegation to Washington. It was so moved by Mrs. Helen Golub and seconded by Paul Hamilton. Mrs. Lucinda Graves urged the Board for maximum support in this effort. The motion was carried.

Mr. Findley again called the Board's attention to the fact that Project CARE had a very successful Older Persons Conference in October with approximately 1,000 members participating, and a membership roster of over 1,500 persons. He informed the Board that Mrs. Betty Bell, Assistant Coordinator to Project CARE will be leaving the program Friday, November 6. Mrs. Bell's husband has been transferred from Cleveland to Pittsburgh. As we reported at the last meeting, a delegation from Project CARE were anticipating a trip to Chicago to meet with George Holland and other officials in an attempt to request that no cuts be made in their program, they did go to Chicago and they were successful, and there will be no cut in OEO funds for Project CARE.

Mr. Findley also announced that Mr. Jay Chunn, Child Development Coordinator, will be leaving the Child Development Department as of next week to accept a position with the National Council of Day Care in Washington. The Department will continue under the leadership of Mrs. Alyce Martin, as Acting Coordinator with support of other staff personnel.

Mr. Findley stated that some weeks ago, he asked the Board to re-activate the Evaluation Committee to work with the Research Department for the kind of necessary evaluations of the agency. It is pertinent that we have objective evaluations of our programs under the leadership of the Committee and the Research Department. He advised the Board that in keeping with the former request of the Board, steps will be taken for such an evaluation and the Board will be kept informed.

Mr. Findley stated that Mr. Billups, Director of CYP, is in the process of refunding the CYP program under the new guidelines given to us by OEO. We must recognize that we have set up in each target area neighborhood corporations who have some responsibility

as to programs coming into their area, therefore, a resolution is being submitted, for Board approval, for the purpose of establishing joint policies that a Neighborhood Corporation and Neighborhood Youth Council will be expected to follow in developing, applying for, and administering a CYP program.

RESOLUTION

"The Council for Economic Opportunities for Program Year "F" will contract with the six (6) Neighborhood Corporations for the CYP Program in their area.

In keeping with OEO Instruction #6168-1a (Youth Development Program Policies) and to insure the broadest possible active youth involvement in all features of Youth Development Programs the following emphasis shall apply:

1. The Neighborhood Corporations shall assume the responsibility for the support or, where none exist, the formation of a broadly based, representative Neighborhood Youth Council. This means that to insure effective youth involvement, Neighborhood Corporations must:
 - A. Recognize existing target area Youth Councils which are responsible to and truly representative of neighborhood youth, or
 - B. Assist existing target area Youth Organizations to become more representative and responsible so that they are able to qualify for recognition, or
 - C. Where target area Youth Councils do not exist, actively assist in their orderly development.

If a single Youth Organization does not exist that is presently representative of target area youth, then democratic procedures should be used to select Youth Council members such as nominations and elections within the target area at a meeting to which all target area youth have been invited.

2. The membership of the Youth Council must be made up of individuals democratically elected by the membership of target area youth. They must be between the ages of 16 and 25, poor, and reside within the target area they represent.

Disadvantaged youth must always make up at least 51 percent of the membership of the Neighborhood Youth Council.

EXAMPLE: The relationship between the Area Youth Councils and Community Youth Council parallels the relationship that exist between the six (6) Neighborhood Corporations and the CEO Board of Trustees.

3. Each Neighborhood Youth Council shall be represented on the Community (city-wide) Youth Council which serves as a collective body of opinion for poor youth from throughout all the target areas coming under the CEO umbrella. The Community Youth Council should be involved in policy regarding overall planning of the CYP Program for the community.
4. Where Neighborhood Youth are not represented on Neighborhood Corporation Boards, Neighborhood Youth Councils shall be invited by that corporation to petition for representation on the Neighborhood Board of Trustees.
5. A. Any appointed adult(s) rendering technical assistance to any Youth Council in realizing program objectives must be mutually acceptable to the Neighborhood Corporation and a majority of the Neighborhood Youth Council.

B. Youth Councils must participate in developing the Grant Application for refunding, particularly in the development of the CAP Form 81 (Plans and Priorities) and the CAP Form 07 (Program Account Work Program).

C. Grant request must have the joint concurrence of the Neighborhood Youth Council and Neighborhood Corporations.
6. Youth Councils must participate in establishing criteria for the selection of personnel involved in the program. They must participate in the selection of the key staff and technical advisor(s) employed in the CYP Program operating in their area. The Neighborhood Youth Council shall do the initial screening and make recommendations to the Neighborhood Board of Trustees. If the Neighborhood Board does not concur, the Youth Council must recommend additional candidates for final selection by the Neighborhood Corporations. Persons hired by the Neighborhood Board of Trustees in the CYP Program will be responsible to the Center Director who in turn relates to CYP Director or his designee."

Under Section 2 of the Resolution one alteration was recommended, and Community Youth Council was changed to City Wide Youth Council.

Miss Edith McIntosh felt that because of the lateness of the delivery of the resolution, the matter should be delayed until the Neighborhood Boards had an opportunity to review the resolution, and so moved, Mrs. Bertha Falkowski seconded the motion. There was a discussion on the motion.

Mr. Hamilton asked if there was a deadline on approval of the resolution. Mr. Findley stated that the proposals would be submitted at the next meeting for approval of the Youth Program, so there is an urgency in the matter. Rev. Wilbert Jackson, Director of the Hough NOC stated that this resolution is imperative because in Hough there are several youth factions and this would solidify these youth groups into a single council. He appealed to the Board not to delay action.

Mr. Hill asked if there was a provision whereby the Youth Council can appeal to the Neighborhood Corporation for representation on the Board. He felt that it should be mandatory that youth be represented on these Boards. Mr. Atkinson stated that any group can petition for representation on a Neighborhood Board, with ultimate action being taken by the CEO Board of Trustees. Mrs. Falkowski called the Board's attention to Page 2, Section 3 of the resolution and was interested in the amount of power the youth would have on the Corporation's Board. Mr. Findley stated that the youth would be involved in setting policy for their programs. Mr. Billups stated that each Corporation has the option of accepting this resolution, and if accepted each Area Council would have an in-put into the local Board.

Mr. Terrance Klima, President of the West Side Multi-Service Corporation, stated that they do not have a viable youth group on the West Side and because their proposal is due on Friday, asked that they be given a chance to share this with their Board. Mr. Findley stated that if there is a misunderstanding of the resolution, we would not want to push it through.

Rev. Branch stated that the Chair suggest a delay in voting on the resolution until the next Board meeting. It was properly moved, seconded and carried that the resolution be considered at the next Board meeting.

V. COMMITTEE REPORTS

A. Management Committee --

Rev. Branch asked Mr. Hill to report on the meeting of the joint Management Committee and Priorities Committee which was held on October 15, 1970.

JOINT COMMITTEE REPORT

"A joint meeting of the Management and Priorities Committee was held on October 15, 1970 in the 4th Floor Conference Room at CEO. The two Chairmen of the respective committees were present. Rev. Emanuel S. Branch, Jr., Vice Chairman of the Board of Trustees, presided over the joint committee meeting.

Mr. Findley, Executive Director, first discussed the 8% cut in local initiative funds for Program Year "F" and asked for the joint committee's guidance and approval. He advised the joint committee that the refunding process for Program Year "F" could not go forward until the proper committee of the Board of Trustees made a decision on the 8% cut and how it should be made. It was the Director's suggestion that the major portion of the cut be absorbed by the 01 Account or Central Administration with one exception, namely, that no cuts be made in the Finance Department or fiscal operation of the agency.

The Director explained to the joint committee that with the availability of the Management Consulting firm of Booz, Allen & Hamilton, made possible by the management improvement grant, we would have help in determining where the cuts should be made in the Central Administration Account.

The Director felt that no cuts should be made in the Neighborhood Opportunity Centers--07 Account. The Opportunity Centers find it extremely difficult, if not impossible, to maintain quality service when each year insufficient funds have been made available to them. The Director felt that only very minor cuts, if any at all, should be taken by Youth programs and Project HOPE. Any cuts in these programs should be the result of more effective management planning.

Presented to the joint committee for discussion and action, were the following proposed funded levels for Program Year "F":

Central Administration	\$360,000
Neighborhood Opportunity Centers	912,000
Comprehensive Youth Program	562,000
HOPE	125,000

The joint committee, by proper vote, approved the funding level of \$912,000 with no cuts for NOC. After much discussion as to the serious cut of \$150,000 in the Central Administration Account, it was approved that the funding level would be \$360,000. The Comprehensive Youth Program and Project HOPE were approved at \$562,000 and \$125,000 respectively.

The Executive Director suggested to the joint committee that it might be well if we examined the rental cost of our present location to see if savings could be secured in this category; though he had some doubts if such could be done. Mr. Donald Martin, Assistant Executive Director, went into some detail in outlining the rental cost for the present location. He advised the committee that the approximate rental cost is \$4.00 per square foot, which is well within the Federal standards. A site committee of the Management Committee was approved to review the rental cost of our present location.

Mr. Jay Chunn, Child Development Coordinator, discussed the meeting in Columbus held a few days prior to the joint meeting with officials of HEW relative to refunding of Child Development Programs. All refunding proposals must be in the Regional Office of HEW the first week of November. Though the agency, at this time, did not know the exact funding level, it was recommended by Mr. Chunn that no program exceed its present funded level as there is a strong possibility of a 10% cut in Program Year "F" funds. Though the time is short, and the usual procedures can not be followed, he felt it imperative that all proposals be in Chicago by the end of the first week of November. The committee approved that Headstart and Day Care programs be submitted at their funded level of the present program year and that the staff move forward with necessary steps to meet the deadline.

Mr. Wendell Atkinson and Mr. Robert Garnett discussed the re-funding process for Program Year "F" with the necessary neighborhood review, committee review and Board of Trustee action. It was suggested that to meet the time-tables, the Board of Trustees should meet on November 4th and on November 25th for the necessary approvals. The joint committee approved the report given by Mr. Atkinson and Mr. Garnett. The Board meetings will held on November 4th and 25th."

It was moved by Mr. Hill that the Report of the joint Management and Priorities Committee be accepted. The motion was seconded by Mrs. Golub. The motion was carried.

B. Priorities Committee --

Mr. Hill stated that prior to this meeting the Priorities Committee met to approve four (4) proposals. Mr. Hill suggested the Board pass on each proposal separately.

1. Approval of the Foster Grandparent Program at a level of \$104,806. It was moved by Mr. Hill that the Board approve the Foster Grandparent Program at this level. Mr. Hamilton seconded the motion. Motion carried.
2. Approval of CAP 81 with NOC Addendums. Mr. Hill moved that the Board approve CAP 81 with proper letters of endorsement from Corporations. Rev. Parks seconded the motion. Motion carried.
3. Approval of Headstart and Day Care combined. Mr. Hill moved that the Board approve Headstart and Day Care at their same funding level as last year. Mrs. Graves seconded the motion. There was a discussion on the motion.

Mr. Hill stated that in the process of going over the proposals, he saw Tremont listed but no address, and it was his understanding that Merrick House had an on-going Day Care Program. Mrs. Alyce Martin stated that the program in Tremont has been set up at Pilgram Church with the concurrence of GCNCA. She stated that the program has started recruitment and hiring of staff.

Mrs. Falkowski stated that Merrick House has a Day Care program but it cost \$12.50 per week to participate in this program. She also stated that a Day Care Program was to start in Tremont in September but to date, no funds have been spent for September or October. Mr. Findley stated that the money is still available to be used by GCNCA for Tremont. Mr. Hamilton felt that it is paramount that everyone cooperate in this matter. Mrs. Golub stated that there is an existing program at Merrick House but not relating to the needs of the people. Her concern was to get something for Tremont and now. As long as we have a target area, they should be taken care of first. Mr. Findley stated that he would contact Bob Bond in an effort to speed up the implementation of this program, in keeping with the contract with GCNCA as previously approved by the Board with funded proposal.

Rev. Branch stated that if concerns had been adequately aired, the Chair would ask for approval of the Headstart and Day Care proposals. It was properly moved and seconded that the proposals be approved. The motion was carried with four (4) votes in opposition.

VI. The meeting was adjourned at 3:15 p. m.

Respectfully submitted

Mrs. Helen Golub, Secretary