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

**COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND**

September 27, 1968

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. Eugene F. Burns

Mrs. Samella Carroll

Mrs. Helen Golub

Mr. Frank M. Gorman

Mrs. Lucinda Graves

Mr. Paul B. Hamilton

Rev. Donald G. Jacobs

Rev. Robert V. Parks

Rev. Roger S. Shoup

Rabbi Daniel J. Silver

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  
Division of Cemeteries  
Division of Parks  
Division of Recreation  
Fairhill Psychiatric Hospital  
Garden Valley Neighborhood  
House

Glenville United Presbyterian  
Church  
Glenville YMCA and YWCA  
Hough Street Clubs Presidents  
Project PEACE Head Start  
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:

##### City of Cleveland

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

##### Cuyahoga County

Frank M. Gorman, Commissioner  
Eugene F. Burns, Director, Cuyahoga  
County Welfare Department

##### Cleveland Board of Education

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

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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

Mr. Charles Carr  
Mr. Wendell Erwin  
Mrs. Lillian Wilcox

Staff

Donald L. Martin  
Joseph W. McGreal  
William C. Whitlatch

Visitors

Mr. David Bittenbender  
Mr. Jack Krauskopf  
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

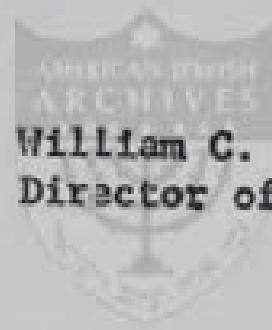
involvement, the total effect would fail. At this particular point in time, OEO's primary concern is to facilitate the meaningful involvement of target area residents in the planning and development of programs. We must commit ourselves to letting the people develop programs designed to meet their aspirations 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.  
CEC 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. Conners 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 Colub	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 Kinsamm 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. Man-power 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.

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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

/amb

**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. Samella Carroll

Mrs. Mary Conners

George M. Edwards

Louis Eiben (sitting in  
attendance for Patrick O'Malley)

Mrs. Bertha Falkowski

Mrs. Laura George

Mrs. Helen Golub

Paul B. Hamilton

David G. Hill

Dr. Donald G. Jacobs

Rev. W. Arthur LeMon

Miss Edith McIntosh

Rev. Robert V. Parks

Mrs. Rose Ross

Mrs. Edwardina Riggans

Miss Josephine Walker

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.

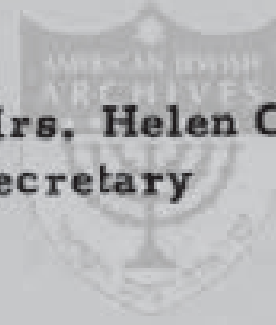
Mrs. Carroll asked for reconsideration of the board on holding meetings at the Council Chambers as they did previously. Even though it is downtown, the present meeting place is out of the way for people who do not know where it is located. Mr. Findley said that the Council Chambers came under serious 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 Committee 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



Ralph W. Findley, Executive Director, expressed a note of gratitude to Mr. Elbert Ebbes, Director of the Cleveland Neighborhood Opportunity Center, and the Community Opportunity Fund for allowing the Board to hold its meeting there. He thought it well to mention the Board meetings in the past at various places and 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,

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,

**COUNCIL FOR ECONOMIC OPPORTUNITIES IN GREATER CLEVELAND**

1350 West Third Street

Cleveland, Ohio 44113

**MEMORANDUM**

**TO:** Board of Trustees **DATE:** March 13, 1969

**FROM:** Ralph W. Findley  
Executive Director

**SUBJECT:** Tentative Agenda and Transmittal of Materials

The following items are scheduled for the agenda of the next Regular Meeting of the Board of Trustees to be held on Wednesday, March 19, 1969, at 2:00 p.m. at the Cuyahoga Savings and Loan, St. Clair and East 9th.

- I. Meeting called to order.
- II. Approval of Minutes of the Regular Meeting of February 19, 1969.
- III. Correspondence.
- IV. Report of Executive Director.
- V. Committee Reports:
  - A. Community Participation Committee  
Rev. Roger S. Shoup, Chairman
  - B. Priorities Committee  
Mr. David G. Hill, Chairman
- VI. New Business.
- VII. Adjournment.

Please find enclosed the Minutes of the February 19, 1969 meeting.

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 CEO'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 banding 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

effect the better of credit and whether any change was anticipated; no was the reply to both questions.

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.

M I N U T E S

ATTENDANCE:

Mr. David G. Hill, Chairman

Mr. Wendell Erwin  
Mrs. Laura George  
Mrs. Helen Gclub  
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. Gclub 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.

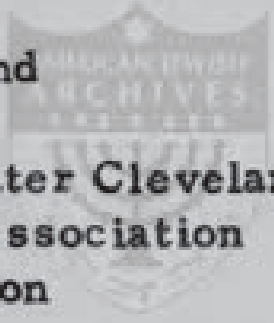
That the report of the board and the report of the Management Committee be approved.  
Motion carried.

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.

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10.

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 Riggins
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 ly 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.