

W C C

WILLITS CENTER COUNCIL MINUTES

May 18, 2005

PRESENT	
Bob Brumback, Jeannine Shaw, Cyndee Logan, Joan Kelley, Pat Atkinson, Fred Casella, Suzanne Warner	
DISTRIBUTION	
Pat Atkinson – Children’s Services, Sandi Brown – Job Alliance, Bob Brumback – Job Alliance, Fred Cassella – MPIC, Morgaine Colston – EFAS, Eva Steffensen – State Vocational Rehabilitation, Ernest Waugh – Department of Rehabilitation, Mary Elliott – Children’s Services, Susan Era – Adult Services, Bill Fitzgerald – Adult Services, Jeannine Shaw – Public Health, Bobbi Kelley-Ryan – Probation, Joan Kelley - MPIC, Janet Lombard – Adult Services, Cindy Miller – MPIC, Jennifer Miller – Children’s Services, Nina Presmont – State Vocational Rehabilitation, Marla Quintana – EFAS, Belinda Nash – EDD, John Ulvila – MPIC, Debra Reed – Department of Social Services, Suzanne Warner – Mayacama, Connie Diamond – Mayacama, Denise Sams – CalWorks Mental Health, Helen Falandes – AODP, Dana Lamon – Mental Health Cyndee Logan – Willits Action Group.	
Facilitator:	Notetaker:
Suzanne Warner	Joan Kelley
ANNOUNCEMENTS	
No Announcements	
APPROVAL OF MINUTES	
Minutes for April 20, 2005 were approved unanimously with corrected acronyms. (Bob Brumback, Fred Casella)	
ADDITIONS TO AGENDA	
No additions to the agenda.	
FOLLOW-UP ITEMS	
Events Committee - Bob	
On May 24 th there will be Hot Dog and Garden Burger Lunch - \$5/lunch which also includes salad, chili, drink and desert – 12:00 – 1:00 pm.	
Resource Sharing Agreement – Cindy/Joan	
Joan asked if people had the information Cindy had requested for the Cost Allocation Plan. Joan acknowledged that she had received an email from Bob Brumback saying he had given his chart to Sandi Brown and Sandi was going to get the information to Cindy. Pat Atkinson stated that she requested information through Deputy Director, Mary Elliot and thinks that a department analyst will be assigned to this project. She said she was hoping that her and Bob’s department managers had it on their agendas to work on this. The best contact at this time for Cindy to call would be Pat.	
Joan reiterated that even though the process seems very laborious, one noticeable result in the Ukiah Center is an elimination of any sense that one agency is contributing more than another. The time frame is as soon as possible. This was initially brought up two months ago.	
Jeannine Shaw said she brought up Cindy’s offer to help them make such an agreement in their building but they would like to continue as they have been for the time being.	
Emergency Policies – Jennifer/Pat	
Pat reported that Jennifer had hoped to have the 911 procedure distributed by now but there were a couple details that still had to be worked out. It will probably be sent out this next week. Bill Woodward, the County Safety Officer has requested that a coordinated procedure be developed for the WISC. It would include how each building would respond to an emergency in other buildings. Joan mentioned that an incident happened at the Ukiah center last week and has prompted a review of our safety procedures. There could be a trickle down effect from that or not. She and Suzanne described the incident. Jeannine described an incident that they had had not too long before at Building B.	
Program Overview – Jennifer	
Joan still has not received paragraphs from all the agencies and will work on the overview when she has all the material.	
Stress Relief – Joan	
Joan asked if people had checked with the staff in their agencies to see how many would be interested in having a masseuse come once a week to give 15 minute massages for \$10 each. Pat Atkinson surveyed Building A (41 people). 9 said No; 15 said Yes; 2 said	

<p>Maybe and 15 were non-responders. Building B responded: 2 said No; 2 said Yes; 4 said Sometimes; 1 said will try at least once and the rest were No Response (over half). Joan considered this a good enough response to start it. There was a suggestion to rotate the day. The next step is to contact local masseuses to see if anyone is interested. Suzanne reported that at the Ukiah Center Council, liability was brought up and that is why having the massages be on personal time (break or lunch time) would work. It was also suggested to find an out of the way room to have the sessions to maximize the stress relief and privacy. The name Carrie Goldsmith was suggested to contact (Sally in Mental Health would know how to contact her – 456-3850).</p>
<p>Signage on Valley Street – Fred Fred has not heard back from Debra Reed so the request is in process but there is nothing to report yet. Fred added that they have old sign boards that could be repainted.</p>
<p>Press Release in Willits News – Jennifer/Pat Pat said that Jennifer wants help writing press releases to promote the WISC. The Willits News is willing to publish, they just don't have someone to write the article. Jeannine Shaw mentioned Jennifer Harris as a possible person from the Public Health Building that could help work on it with Jennifer Miller. Some suggestions for subject matter are: the grant for the Community Garden and activities at the Willits Action Group; schedule of workshops held by the agencies that are open to the public; the new MTA bus stop at the center with the schedule. Also Pat mentioned that June will be the first year anniversary for the move into the center. Cyndee was planning a celebration for the completion of their projects in about six weeks. A combination celebration might be a possibility.</p>
<p>MTA Bus Stop - Bob Bob reported that Glenna Blake from MTA wanted to come to one of our meetings but they have management meetings on the 3rd Wednesday of the month. She did say in an email to Bob Brumback: "We start serving the WISC on June 19. First day of service is Monday, June 20. Times are: Traveling from the south of Willits on the Northbound bus: 9:02 am, 12:10 pm, and 2:04 pm. Traveling to the south of Willits on the Southbound bus: 9:26 am, 12:23 pm and 2:57 pm. It is not the best service, but at least it is something. The schedules are being produced now and I should have them by the end of the month. I can come by the center and drop some off to you personally. I would also be willing to come to your next WCC meeting. Glenna"</p>
<p>Jennifer Report – Jennifer/Jeannine Shaw Jeannine gave a short report from Public/Mental Health. The only event that occurred recently was a baby shower for Robin Sagen's adopted baby.</p>
<p>WAG Community Garden at WISC- Cyndee Logan In addition to Food Security Grant application, WAC is also applying for another grant specifically for the site at WISC. This grant will provide scholarship money for people who wish to take gardening classes from John Jeavons as well as funding for the canning and cooking classes. The program is dependant on income eligibility not age. She handed out the drafts. The application is due June 12th. She asked people to edit it to allow for agency participation. The Family Center kitchen will be used for the canning. Pat suggested that Eligibility Workers know about the opportunity. The funding would be open to people applying for foodstamps. Some Willits residents may go down and apply for services at Social Services in Ukiah and never come to the WISC. Letters of support would be welcome showing how their programs could plug into the program.</p>
<p>Other - Bob Brumback brought up that three more people have been hired - an Integrated Employment Services Representative and two Eligibility Workers. The Eligibility workers will have close to 200 cases each and WISC only has two interview rooms with SAWS (Statewide Automated Welfare System) computers available. There will be an average of 30 renewals a month needing to access the SAWS computers. This is a huge increase in the use of these rooms. There are sign up sheet for the use of all the rooms in the building. He suggested that people try to reserve other available rooms in the building first. The other rooms available are the conference rooms, the Resource room when not scheduled, and AODP may have an available room. He will work with Jennifer to get the word out. The suggestion was made to book space ahead of time. Drop ins will be more difficult to accommodate. Pat brought up again that the WISC anniversary is coming up as well as the WAG opening. She suggested working together with the Events Committee to organize a barbeque or some such event. It could go from 10:00 am to 2:00 pm – not all day. This could be the subject of the Willits News article – public outreach.</p>
<p>Next Agenda & Facilitator - ☞ PatAtkinson (?) will be next meeting facilitator *Resource Sharing Agreement, Universal Services - Cindy *Events Committee – Anniversary Party/WAG opening *Emergency Policies – Jennifer *Site Safety Policies - ongoing *Program overviews – Jennifer /Joan *The Jennifer Report, Building Issues or shared issues with Public Health *Stress Relief Proposal *Sign on Valley Street</p>

*Press Release (could combine with Events Committee Anniversary/WAG opening party)
*Update Community Garden at WISC (Draft of the Garden Map)

NEXT MEETING:

Wednesday, June 15, 2005

1:30-3:30 p.m.

Atlantic Conference Room (R1)
Willits Integrated Services Center