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S. M. Burton

Duker Modular Systems
P. O. Box 36
Gilroy, California 95020

A. Gillingwater

E. L. Morgan

Thermatrol Homes
3755 Sierrawood Court
Concord, California 94520

Joe Dell

Self-Help Enterprises
1404 Paradise Road
Modesto, California

Arthur H. Mann
John L. McGuire

Main Street Realty and Construction
Rt. 1, Box 313A
Kelseyville, California

Participants and Mailing Addresses, Riverside Workshop:

The following persons were present at the Riverside housing workshop, November 17 and 18:

Office of Economic Opportunity

Bob Frane
STAP/Housing
Office of Economic Opportunity
800 Capitol Mall
Sacramento, California 95814

Don Donaldson
STAP/Community Development
Office of Economic Opportunity
800 Capitol Mall
Sacramento, California 95814

Aran A. Ardaiz
Housing and Economic Development
Office of Economic Opportunity
100 McAllister Street
San Francisco, California 94102

Farmers Home Administration

Raymond H. Gardner
Rural Housing Specialist
Farmers Home Administration
2020 Milvia Street
Berkeley, California 94704

David E. Wilson
County Supervisor
Farmers Home Administration
1414 University
Riverside, California

California Inter-Tribal Council

Earl R. Greeno
Area IV Coordinator
California Inter-Tribal Council
P. O. Box 246
Independence, California

Bertha Willis
California Inter-Tribal Council
Rt. 1, P. O. Box P-42
Bishop, California

Beverly Letchworth
California Inter-Tribal Council
P. O. Box 181
Big Pine, California 93513

Grace A. Romero
California Inter-Tribal Council
P. O. Box 537
Lone Pine, California 93545

John Bacooh, Jr.
California Inter-Tribal Council
P. O. Box 502
Big Pine, California 93513

Linda K. Begye
California Inter-Tribal Council
Box 719
Lone Pine, California 93545

California Inter-Tribal Council
(cont'd)

-2-

Martha Joseph
California Inter-Tribal Council
Box 719
Lone Pine, California 93545

Nona Zucco
California Inter-Tribal Council
Box 596
Lone Pine, California 93545

Christine Marcus
California Inter-Tribal Council
P. O. Box 896
Banning, California

Emmett St. Marie
California Inter-Tribal Council
47045 Werdridge Road
Banning, California

Madeline Ball
Community Aide, Morongo Reservation
California Inter-Tribal Council
P. O. Box 178
Banning, California

Bureau of Indian Affairs

Arthur F. LeMieux
Housing Coordinator
Bureau of Indian Affairs
2800 Cottage Way
Sacramento, California 95825

William H. Gianelli
Riverside Area Field Office
Bureau of Indian Affairs
6848 Magnolia, Suite 8
Riverside, California

Other Indian Representative Groups

Jerry Boisclair, Jr.
All Mission Indian Housing Authority
P. O. Box D-7
Pala, California

State Agencies

Robert L. Hill
Area Representative
Department of Housing
and Community Development
322 W. First Street, Room 2124
Los Angeles, California 90012

Douglas Taylor
Environmental Health Specialist
Farm Workers Health Service
2151 Berkeley Way
Berkeley, California 94704

Community Action Agencies

John A. Bray
Housing Specialist
Stanislaus County Community
Action Commission
1317 I Street
Modesto, California 95354

Patty Van Da Walker
Housing Aide
Economic Opportunity Board
of Riverside County
40941 Washington
San Jacinto, California

Community Action Agencies (cont'd)

Carolyn Moore
Neighborhood Worker
Economic Opportunity Board
of Riverside County
766 N. Florida
Banning, California

Noe Longoria
Economic Opportunity Board
of Riverside County
3570 9th Street, Suite 240
Riverside, California 92501

Alicia Chavez
Neighborhood Worker
Economic Opportunity Board
of Riverside County
45-130 Smurr Street
Indio, California

Lester D. Lewis
Project Coordinator
Economic Opportunity Board
of Riverside County
45-130 Smurr Street
Indio, California

Ernest J. Moore
Economic Opportunity Board
of Riverside County
3570 9th Street, Suite 240
Riverside, California 92501

Herlis Denton
Economic Opportunity Board
of Riverside County
General Delivery
Ripley, California

Max Ruiz
Economic Opportunity Board
of Riverside County
3570 9th Street, Suite 240
Riverside, California 92501

Emerson Jefferson
Economic Opportunity Board
of Riverside County
21180 Elmwood Street
Perris, California

Jose Flood
Neighborhood Worker
Economic Opportunity Board
of Riverside County
45-130 Smurr Street
Indio, California

Roberto Tijerina
Deputy Director
Economic Opportunity Board
of Riverside County
3570 9th Street, Suite 240
Riverside, California 92501

Juan Munoz
Health Aide
Economic Opportunity Board
of Riverside County
80 N. Murry
Banning, California

Builders, Contractors, Realtors

Stewart A. Whyte
Whyte House Realty, Inc.
731 E. Florida
Hemet, California

T. M. Dilts
Independent Contractor
540 N. El Molino
Pasadena, California

LeRoy Yuman
General Building Construction
21975 Oleander
Perris, California

Bud Johnson
Continental Components Corp.
714 Charter Oil Building
San Diego, California

Gene Garrett
Independent Contractor
540 N. El Molino
Pasadena, California

Other

Joseph M. Robin
U.S.A. Free Enterprise
5410 Wilshire Blvd.
Los Angeles, California 90036

John Sovegra
Rural Development Corporation
3910 W. Santa Barbara
Los Angeles, California

Jess Vela
Rural Development Corporation
3910 Santa Barbara
Los Angeles, California

Michael Douglas
Perris Housing Commission
301 E. 6th Street
Perris, California

Participants and Mailing Addresses, San Diego Workshop:

The following persons were present at the San Diego housing workshop, December 2 and 3:

Office of Economic Opportunity

Bob Frane
STAP/Housing
Office of Economic Opportunity
800 Capitol Mall
Sacramento, California 95814

Don Donaldson
STAP/Community Development
Office of Economic Opportunity
800 Capitol Mall
Sacramento, California 95814

Farmers Home Administration

Raymond H. Gardner
Rural Housing Specialist
Farmers Home Administration
2020 Milvia Street
Berkeley, California 94704

Roy Burnett
County Supervisor
Farmers Home Administration
2167 Ulric
San Diego, California

California Inter-Tribal Council

Harold Cheipos, Sr.
Area V Coordinator
California Inter-Tribal Council
620 East Valley Parkway
Escondido, California

Gilbert Mogado
California Inter-Tribal Council
P.O. Box 38
Pala, California

Rosalie Robertson
California Inter-Tribal Council
3743 Olive
Lemon Grove, California

Florence Barrett
California Inter-Tribal Council
Route 1, Box 561
Alpine, California

Mr. and Mrs. Charles Riggs
California Inter-Tribal Council
P.O. Box 1101
Boulevard, California

Edward Rodriguez
California Inter-Tribal Council
P.O. Box 278
Pauma Valley, California

Josephine Jackson
California Inter-Tribal Council
P.O. Box 76
Pala, California

Jessie Beresford
c/o 620 East Valley Parkway
Escondido, California

Bureau of Indian Affairs

Arthur P. LeMieux
Housing Coordinator
Bureau of Indian Affairs
2800 Cottage Way
Sacramento, California 95825

Other Indian Representative Groups

Julie Benedict
All Mission Indian Housing Authority
13530 Olivetree Lane
Poway, California

Claude Devers
All Mission Indian Housing Authority
Star Route
Pala, California

Robert P. Lofton
La Jolla Reservation
P.O. Box 803
Valley Center, California

State Agencies

Robert L. Hill
Area Representative
Department of Housing and
Community Development
322 W. First Street, Room 2124
Los Angeles, California 90012

Community Action Agencies

Antonio R. Pineda
Ventura Community Action Commission
439 Santa Paula
Paula, California 93060

Fred Escalera
Economic Opportunity Commission
of Imperial County, Inc.
795 Main
El Centro, California

Federal Agencies

Deryl Gift
Chief Underwriter
Housing and Urban Development
Federal Housing Administration
Charter Oil Building, 12th Floor
San Diego, California

Larry Peters
Housing and Urban Development
Federal Housing Administration
Charter Oil Building, 12th Floor
San Diego, California

Builders, Contractors, Realtors

Mr. and Mrs. Jack L. Moyer
Antelope Valley Factory Homes
14755 Ventura Boulevard
Sherman Oaks, California

A. W. Van Stockum
Vitek Constructors
4401 Twain Avenue, Suite 1
San Diego, California

Fay Earhart
Earhart Construction Company
10047 Three Oaks Way
Santee, California

C. Moreno
Dubbs Construction Company
2115 Landis
San Diego, California

Art Burgess
City Wide Homes
4500 Imperial Avenue
San Diego, California

Joe G. Binswanger
City Wide Homes
4500 Imperial Avenue
San Diego, California

Vincent Salvatore
J. P. Salvatore Construction
P.O. Box 8
Santee, California

John O. Bluett
Leigh Enterprises
310 Dunemere Drive
La Jolla, California

Gordon Taylor
Modular Builders, Inc.
4082 Centre Street, Suite A
San Diego, California 92103

Daniel Green
G and G Construction
102 East El Capitan Drive
Chula Vista, California

Marshall W. White
Higgenbotham Company
3236 Lucinda Street
San Diego, California

Dwayne Dubbs
Dubbs Construction Company
2115 Landis
San Diego, California

Barry Van der Wiel
Continental Components
Charter Oil Building, Room 714
San Diego, California

Bud Johnson
Continental Components
Charter Oil Building, Room 714
San Diego, California

Sal Zavala
Continental Components
Charter Oil Building, Room 714
San Diego, California

Fred Watts
Mission Steel
2960 Main Street
San Diego, California

Ted L. Currier
Modular Cores, Inc.
1533 Baker Street
Costa Mesa, California

Charlotte M. Holcomb
Brotherton Realty
Box 337
Joniol, California 92035

Other

ally Villasante
ACCESS
250 East Grand
Escondido, California

David and Judy Haenn
ACCESS/VISTA
2359 North Twin Oaks Valley Road
San Marcos, California

Mrs. Florence Shipek, Director
Indian Community Development Program
University of San Diego
Alcala Park, California 92110

Chuck Vanderwal
1262 Via Encinas
Fallbrook, California

Martin Keyoite
Escondido Hay Co.
1725 Mission Road
Escondido, California

After several long months of negotiations between the SEOO, several rural Community Action Agencies, and the Farmers Home Administration, the housing intern program has graduated seven para-professional community action program-FHA housing specialists.

On April 9, 1971, the first seven CAP-FHA housing specialists finished a two-week training program specifically designed to handle local problems for the community action agencies in 502 housing programs for the Farmers Home Administration. The seven community action agencies who participated in the first initial program came from Mendocino County, Lake County, Placer County, Madera County, San Luis Obispo County, Kern County, and Imperial County. These have been areas which have been, because of the staffing problem in the Farmers Home Administration program, considered priority areas to be served in the first phase.

The attached is a list of the names of the trainees and the Community Action Agencies who sponsored their participation in this Intern Program. We feel this is the type of technical assistance which will lead to meaningful employment for these trainees, not only in public service careers, but also in the private sector. These seven trainees are now involved in a meaningful program to help their community. I am sure that their continued efforts

along the lines the training has given them will lead to meaningful employment as mentioned previously.

The SEOO will continue to give technical assistance and follow-up guidance to these trainees in cooperation with the Farmers Home Administration and the State Housing and Community Development Agency, and the private sector whose main goal and objective is developing housing for low-income rural people.

Another example of technical assistance rendered by SEOO to Community Action Agencies is the role that has been played in developing inter-agency sponsorship in cooperation and utilization of technical assistance from other state and federal agencies to develop programs such as the Self-Help Demonstration Project in Arvin, Kern County, California. This project is being co-sponsored by the Farmers Home Administration, SEOO, and State Department of Housing and Community Development. (See Exhibit D).

Since December the SEOO has developed two meaningful Resources Mobilization Conferences. The one in December was built around rural CAAs and their specific problems. We have just finished a state-wide Resources Mobilization Conference in Sacramento which involved both rural and urban CAA and Board Chairman, plus many interested organizations and agencies to develop a meaningful way to deliver technical assistance to these particular CAAs on a more realistic problem-solving approach.

Mr. Ed Simon
North-Coast Opportunities, Inc.
P. O. Box 488
Ukiah, California 95482
(Lake and Mendocino Counties)

Mr. Jack Depond
North-Coast Opportunities, Inc.
P. O. Box 488
Ukiah, California 95482
(Lake and Mendocino Counties)

Mr. Albert Armstrong
Economic Opportunity Commission of
Imperial County, Inc.
795 Main Street
El Centro, California 92243
(Imperial County)

Mr. Jose Lopez
Economic Opportunity Commission of
San Luis Obispo County
P. O. Box 93401
(San Luis Obispo County)

Mr. Antonio Cornejo
Kern County Economic Opportunity Corporation
P. O. Box 3640
Bakersfield, California 93305
(Kern County)

Mr. Antonio Silva
Madera County Action Committee, Inc.
131 - B West Yosemite Avenue
Madera, California 93637
(Madera County)

Mrs. Sally Linarez
Placer Community Action Council, Inc.
3500 Midas Avenue
Rocklin, California 95677
(Placer County)

EXHIBIT C.

INTERN PROGRAM

INTERN PROGRAM

Since the inception of Community Action Agencies in 1964, it was envisioned that one of their primary responsibilities was to act as an ombudsman for federal, state and local agencies whose programs were intended to relieve the conditions of poverty. One document which came out of the National Office in order to help CAA's perform this function was the Catalog of Federal Assistance Programs. CAA personnel would frequently contact the agencies enumerated in this catalog in order to attempt to solve a specific problem. They soon discovered that, while the legislation supporting or implementing certain programs was on the books, no funds had been appropriated. This is entirely understandable in that the appropriations reflect the priorities of Congress for any particular federal fiscal year. Starting particularly with this fiscal year, Congress has decided to place a great deal of emphasis on rural housing. It was then decided that the Farmers Home Administration within the Department of Agriculture would be the instrument that would be used to implement rural housing programs. Unfortunately, as with many other programs that are funded in this fashion, the agency which is to implement the program does not have sufficient personnel to carry out the intent of Congress. For example, the Farmers Home Administration does not have sufficient field supervisors to process rural housing loans in the volume expected by Congress. It is this situation that SEOO/STAP has attempted to resolve by holding conferences in which paraprofessional people within Community Action Agencies would be able to augment the paperwork done by Fm.HA's field supervisors. This has been done with the enthusiastic backing of Farmers Home Administration, both in the regional levels and federally. The federal Department of Agriculture has been extremely pleased with the outcome to date and is watching with great expectations the result of the total conferences.

Reviewing the facts above and judging what is going on as a result of these conferences, we feel that there is a great opportunity for Community Action Agencies to augment the work of not only the Fm.HA but other federal agencies such as the Small Business Administration. The SBA has a similar problem in that they have received appropriations beyond the capability of their staff ceiling. An internship program to train paraprofessionals within CAA's to augment the work of the SBA is another possibility. At this point in time, owing to the enthusiastic support of the Fm.HA, we have developed a pilot program to provide paraprofessional training for rural CAA's to augment Fm.HA's effort in rural housing.

This program appears to have all the ingredients of what we envision a Community Action Agency should be.

1. CAA's do not have rigid civil service requirements and therefore can meet specific needs in a more rapid fashion than established bureaucracies.
2. There is a possibility for the CAA to augment and make more effective national programs.
3. The CAA would be performing a true ombudsman role.
4. Last but not least, the result of such a program would be immediate, specific and concrete. New homes for disadvantaged people would be built in the rural areas. Such a program would be extremely easy to evaluate.

Certainly in the rural areas, adequate housing for the poor is a high priority need. At this conference we are asking you, the CAA's in the field, to participate in planning this Fm.HA intern program. We do not think it will require any new federal funds for a change! Most of you have housing specialists on your staff, either full or part time. We are looking for suggestions on how to implement the program. Based upon your suggestions, State OEO, under the direction of our Housing STAP Specialist, Bob Frane, will coordinate the program. Initially we need 15 people who are in the housing field and who will be intensively trained by Fm.HA in accordance with attached training schedule. The Fm.HA reserves the right to concur in the selection of the personnel. After the training period, these people will be taking, screening and assisting in the processing of loans for rural low-income houses. They will be working very closely with the Field Supervisor of Fm.HA in order to fulfill some of the low-income housing needs in your community.

INTERN TRAINING PROGRAM FOR THE DEVELOPMENT
OF PARA-PROFESSIONALS IN RURAL HOUSING

A. INTRODUCTION

1. It is well known that there is a tremendous need for improved housing in the rural areas of California. At least 50 per cent of the substandard housing is located in rural areas. Much of which is deplorable.
2. The Farmers Home Administration's versatile housing program is under several sections of the Housing Act of 1949. These authorities provide an opportunity for making a considerable improvement in rural housing conditions.
3. The Farmers Home Administration currently has ample loan funds for the housing programs with good prospects of even increased funding.
4. In California, Farmers Home Administration programs are administered through 19 field offices serving all of the counties. Only two of these offices serve only one county. The other 17 offices serve two or more counties. The large geographical areas served by many of the offices has made it difficult for the more rural isolated people and communities to be fully acquainted with the housing opportunities offered by FHA.
5. The FHA has been under severe personnel ceilings with administrative increases not being commensurate with the increases in program funding levels. This has created a real problem for them to adequately serve the people in need of housing. There is on the horizon, however, the possibility of additional ceiling, which will mean job opportunities for qualified people with training in rural housing.

B. GENERAL CONCEPT AND CONDITIONS

1. Purpose and objectives

The purpose of this proposal is to train for para-professional positions with the ultimate objective of improving rural housing conditions in California. These para-professionals would be reaching rural people that are in need of improved housing, yet are generally not acquainted with the opportunities that exist.

In addition, this training will provide a general upgrading in the skills and ability of the trainee.

2. Sponsorship and Funding

It is intended that the sponsorship would be under some form of local government, such as a Community Action Agency. The source of funding would be through the Office of Economic Opportunity.

3. Qualification and selection priority

The trainees would be local community residents located throughout the rural areas of California. They would be strategically located to obtain better geographical coverage of the FHA housing programs. It is hoped that a substantial percentage of these trainees would be of a minority race and be disadvantaged.

While initial screening for the training positions would be performed by the sponsoring agency, the FHA will have the final approval.

It is proposed that 15 training slots be allocated.

The person selected will need to have the ability to learn, plenty of common sense, patience, tolerance, and must have a high degree of skill in getting along with people. A sense of humor, enthusiasm, and cooperativeness are other important characteristics.

4. Administration

The FHA will provide the training facilities and guidance for the trainees. The trainees will be following FHA procedures and regulations pertaining to the activities they perform.

The sponsoring agency will be responsible for the trainee's salary, travel expenses, and any per diem that might be involved. No charge will be made by the Farmers Home Administration for the training provided.

An agreement will be required between the FHA and the sponsor (Employer) outlining the working arrangement and also absolving FHA of all liability on the part of the trainee.

C. PROGRAM DETAIL

1. Activity Description

The training will be for the purpose of the trainee becoming briefly acquainted with all of the functions and programs of the Farmers Home Administration, but to specialize in the processing, and explaining to the public the housing programs, particularly those relating to individual home ownership. This will include a complete understanding of the objective of the rural housing program, eligibility requirements for loans, the agency's policies relating to the housing programs, complete instructions, and experience in the loan processing phases. Experience will also be gained in servicing loans already made, such as counseling of borrowers on proper home maintenance, payment of debts, taxes, insurance, etc.

2. Training Guide

The initial phase of the training program would be conducted at the FHA State Office in Berkeley by appropriate members of the FHA State Staff. This would be for a maximum period of two weeks and will cover such things as the organizational structure of FHA, a brief explanation of the various lending authorities, and complete details of the operation of Section 502 and 504 Housing programs. This will include not only policy and eligibility requirements, but how to screen applicants, how to interview applicants, various forms used in processing loans, how to complete these forms, how to analyze the soundness of a proposal, type of acceptable housing, size, cost, etc.

Following this basic training program, the trainees would be assigned to individual field offices. They would then be under the supervision and jurisdiction of one of Farmers Home Administration's county supervisors. This training will first consist of observing what they learned during the first two weeks in actual operation. They would then be given actual work assignments under the close supervision of FHA county supervisors. As their training progresses, the contact between the trainee and the county supervisor will become less and less.

AGREEMENT

FOR UTILIZATION OF EMPLOYEES
OF THE
COMMUNITY ACTION AGENCY
BY THE FARMERS HOME ADMINISTRATION

1. This agreement, dated _____ between the _____ Community Action Agency, a non-profit corporation chartered by the state of California, (hereinafter called the Agency) and the United States of America acting through the Farmers Home Administration, U. S. Department of Agriculture (hereinafter called the Administration) is entered into for the purpose of permitting certain employees of the Agency (hereinafter called Agency employees) to assist in the Administration's effort to provide housing for rural people of the State of California in accordance with Section 506(a) of Title V of the Housing Act of 1949 (42 U.S.C. 1476).
2. In connection with the performance of work under this agreement, the attached nondiscrimination clause (Attachment "A") prescribed by Executive Order 11246, as amended, is hereby made a part of this agreement. For the purpose of the clause, the Agency is designated as the Contractor.
3. The Administration certifies that:
 - a. It is empowered by the current Federal law cited above, and related rules and regulations, to accept personnel assistance from the Agency as provided in paragraphs 5 and 6 below:
 - b. The work assigned to Agency employees will be useful in the public interest, could not otherwise be provided, and will not result in the displacement of employed workers.

4. The Agency certifies that it has the authority under the laws of the State of California to enter into this Agreement and to provide the services agreed upon in the manner provided for.
5. The Administration hereby supplies the Agency with a narrative description which is made a part of this agreement as Attachment "B", explicitly setting forth the duties, knowledge, skills and abilities to be required of Agency employees.
6. The Administration agrees to:
 - a. Provide training for and responsible supervision of qualified and acceptable Agency employees in accordance with Attachment "B";
 - b. Provide work within the State of California for qualified and acceptable Agency employees for periods not to exceed eight hours per day;
 - c. Provide the office space, tools, equipment and supplies to be used by Agency employees in performing work for the Administration;
 - d. Report to the Agency, as required, the time worked by and work accomplishments of Agency employees;
 - e. Consult with the Agency, as necessary, on situations involving delinquency, misconduct, neglect of work and apparent conflicts of interest of Agency employees.
7. The Agency agrees to:
 - a. Obtain fingerprint, police records, credit bureau, and work qualifications checks on potential Agency employees, and divulge the results to the Administration;
 - b. Assign only Agency employees who are acceptable to the Administration in terms of same ability and suitability standards as applied to Federal employment;
 - c. Provide transportation to, and insurance and workmen's compensation covering, Agency employees to, at, from and between California work locations designated by Administration work

- d. Pay all salaries and other expenses of Agency employees. No monies will be paid by the Administration under this agreement, either to the Agency or its employees.
- e. Reimburse the Administration for all monies expended by it for lawfully required payment of claims by or on behalf of, and legal judgements rendered against, Agency employees, arising out of or incurred in connection with the duties of such employees specified in Attachment "B". To insure reimbursement, the Agency agrees to provide bond for each employee for the faithful performance of all duties in accordance with the laws of the United States, and the regulations, orders, and instructions of the Department of Agriculture and the Farmers Home Administration, in the amount of \$10,000.
- f. Reassign or terminate the assignment of Agency employees upon request of the Administration.

8. The Agency and the Administration mutually understand and agree that:

- a. No member of Congress or resident Commissioner shall be admitted to any share or part of this agreement or to any benefit to arise therefrom, unless it be made with a Corporation for its general benefit.
- b. Reasons for determining that an Agency employee is unacceptable or unsuitable for initial or continued assignment to Administration work, may include but shall not be limited to the following:
 - (1). Practicing or appearing to practice discrimination for reasons of race, color, religion, sex, or national origin:
 - (2). Being or becoming involved in real or apparent conflicts of interest such as: engaging directly or indirectly in business transactions with Administration applicants or borrowers, or using or appearing to use his Administration

- (3). Engaging in or having engaged in criminal, dishonest, or immoral conduct, or conducting himself in a manner which might embarrass or cause criticism of the Administration;
- (4). Being absent from duty without authorization;
- (5). Engaging in partisan political activity prohibited to Federal employees doing similar work;
- (6). Lack of work;
- (7). Inability of the employee to perform the duties of the assignment.

9. The term of this agreement shall commence on the date thereof. It shall end on _____, unless extended by mutual agreement, or unless terminated earlier by at least thirty (30) days advance written notice by either party to the other.

10. The Agency and the Administration respectively certify, each for itself, that its officer signing this agreement is duly authorized thereto.

Community Action Agency
By _____
Director

FARMERS HOME ADMINISTRATION

By _____
FHA State Director for (California)

EXHIBIT A

HOUSING TECHNICAL SERVICES ASSISTANT

Principal Duties and Responsibilities:

Renders technical services in connection with construction, repair and maintenance of rural dwellings financed through Farmers Home Administration housing loans. Specifically:

1. Advises with applicants and borrowers on such matters as adoption of housing plans and specifications, and construction, repair and maintenance of structures, money management and record keeping.
2. Participates in contacts with representatives of other Federal, State and local agencies, architects, builders, home manufacturers, realtors, and rural community leaders.
3. Attends program planning and training conferences.

Knowledge, Skill and Ability Requirements:

1. A working knowledge of applicable regulations and established policies and procedures.
2. A working knowledge of living conditions and housing needs of rural families of the area.
3. Some knowledge of rural building construction principles, plans, specifications, cost estimates and codes and/or laws applicable to the area.
4. Ability to organize work, apply procedures and effectively use records, and make decisions.
5. Ability to meet and deal effectively with associates, representatives of other agencies and the general public, particularly rural families.

Supervisory Relationships:

Under close supervision of the County Supervisor, with additional periodic guidance provided by State staff specialists, incumbent receives special and continuing training, technical advisory assistance and detailed instruction. Work is reviewed for accuracy, completeness, use of judgement in the application of instructions and agency precedents, and correct interpretation of procedures and known policies. Guidelines include established program policies and procedures.

2020 Milvia St.
Berkeley, California 94704

April 12, 1971

Mr. Roy J. Garlit, Executive Director
North Coast Opportunities, Inc.
P.O. Box 488
Ukiah, California 95482

Dear Mr. Garlit:

I am pleased to inform you that Mr. Jack Depond and Mr. Ed Simon have completed the first phase of training to become CAP-FHA Housing Specialists.

The second phase of training for Mr. Depond and Mr. Simon will begin the week of April 19, 1971. Mr. Depond will be headquartered at our Santa Rosa County Office for the full month. Mr. Simon will be headquartered at the same office for one week after which he will receive his remaining training at his headquarters in Lake County.

After completing the second phase of training the trainees will be given work assignments in the field commensurate with their capabilities and we all hope to see the beginning of a successful program.

We look to you for your continued support and cooperation in this cooperative project.

Sincerely,

DOUGLAS W. YOUNG
State Director

cc: Robert Frane/
County Supervisor, Santa Rosa
District Supervisor, Red Bluff

2020 Milvia St.
Berkeley, California 94704

April 12, 1971

Mr. Cameron Hendry, Executive Director
Economic Opportunity Commission
of Imperial County, Inc.
795 Main Street
El Centro, California 92243

Dear Mr. Hendry:

I am pleased to inform you that Mr. Albert Armstrong has completed the first phase of training to become a CAP-FHA Housing Specialist.

The second phase of training for Mr. Armstrong will begin the week of April 19, 1971, and will continue for one month under the guidance of Mr. Roy Burnett of our San Diego County office. It has been decided that due to the distance and cost problem, Mr. Armstrong will receive his training at his headquarters in El Centro unless a more satisfactory arrangement can be worked out between Mr. Burnett and Mr. Armstrong.

After completing the second phase of training the trainees will be given work assignments in the field commensurate with their capability and we all hope to see the beginning of a successful program.

We are looking to you for your continued support and cooperation in this cooperative project.

Sincerely,

DOUGLAS W. YOUNG
State Director

cc: Robert Frane /
District Supervisor, Visalia
County Supervisor, San Diego

2020 Milvia St.
Berkeley, California 94704

April 12, 1971

Mr. Kenneth Munn, Director
Economic Opportunity Commission
of San Luis Obispo County
P. O. Box 1392
San Luis Obispo, California 93401

Dear Mr. Munn:

I am pleased to inform you that Mr. Jose Lopez has completed the first phase of training to become a CAP-FHA Housing Specialist.

The training was conducted in our State Office in Berkeley from March 29, 1971, through April 9, 1971, and Mr. Lopez has completed this phase of the training satisfactorily.

The second phase of training will begin immediately on April 12, 1971, and will continue for one month. The trainee will be headquartered during this second phase at the County Office where he will receive an orientation of the office's operation, guidance, and work assignments commensurate with his progress and ability.

After completing the second phase of training, the trainee will be given work assignments in the field and we all hope to see the beginning of a successful program. We are looking forward to your continued support and cooperation in this cooperative project.

Sincerely,

DOUGLAS W. YOUNG
State Director

cc: Bob Frane/
District Supervisor, Visalia
County Supervisor, Arroyo Grande

2020 Milvia St.
Berkeley, California 94704

April 12, 1971

Mr. Edward D. Taylor, Executive Director
Kern County Economic Opportunity Corp.
P. O. Box 3648
Bakersfield, California 93305

Dear Mr. Taylor:

I am pleased to inform you that Mr. Antonio Cornejo has completed the first phase of training to become a CAP-FHA Housing Specialist.

The training was conducted in our State Office in Berkeley from March 29, 1971, through April 9, 1971, and Mr. Cornejo has completed this phase of the training satisfactorily.

The second phase of training will begin immediately on April 12, 1971, and will continue for one month. The trainee will be headquartered during this second phase at the County Office where he will receive an orientation to the office's operation, guidance, and work assignments commensurate with his progress and ability.

After completing the second phase of training the trainee will be given work assignments in the field and we all hope to see the beginning of a successful program. We are looking forward to your continued support and cooperation in this cooperative project.

Sincerely,

DOUGLAS W. YOUNG
State Director

cc: Robert Franz
District Supervisor, Visalia
County Supervisor, Bakersfield

2020 Milvia St.
Berkeley, California 94704

April 12, 1971

Mrs. Ann Harrison
Placer Community Action Council, Inc.
3500 Midas Avenue
Rocklin, California

Dear Mrs. Harrison:

I am pleased to inform you that Mrs. Sally Limarez has completed the first phase of training to become a CAP-FHA Housing Specialist.

The training was conducted in our State Office in Berkeley from March 29, 1971, through April 9, 1971, and Mrs. Limarez has completed this phase of the training satisfactorily.

The second phase of training will begin immediately on April 12, 1971, and will continue for one month. The trainee will be headquartered during this second phase at the County Office where she will receive an orientation to the office's operation, guidance, and work assignments commensurate with her progress and ability.

After completing the second phase of training the trainees will be given work assignments in the field and we all hope to see the beginning of a successful program. We are looking forward to your continued support and cooperation in this cooperative project.

Sincerely,

DOUGLAS W. YOUNG
State Director

cc: Bob Franz/
District Supervisor, Stockton
County Supervisor, Auburn

2020 Milvia St.
Berkeley, California 94704

April 12, 1971

Mr. Donald Handley, Director
Madera County Action Committee, Inc.
131 - B West Yosemite Avenue
Madera, California 93637

Dear Mr. Handley:

I am pleased to inform you that Mr. Antonio Silva has completed the first phase of training to become a CAP-THA Housing Specialist.

The training was conducted in our State Office in Berkeley from March 29, 1971, through April 9, 1971, and Mr. Silva has completed this phase of the training satisfactorily.

The second phase of training will begin immediately on April 12, 1971, and will continue for one month. The trainee will be headquartered during this second phase at the County Office where he will receive an orientation to the office's operation, guidance, and work assignments commensurate with his progress and ability.

After completing the second phase of training the trainees will be given work assignments in the field and we all hope to see the beginning of a successful program. We are looking forward to your continued support and cooperation in this cooperative project.

Sincerely,

DOUGLAS W. YOUNG
State Director

cc: Robert Frane/
District Supervisor, Stockton
County Supervisor, Merced

EXHIBIT D

UNITED STATES DEPARTMENT OF AGRICULTURE
FARMERS HOME ADMINISTRATION
2020 Milvia St.
Berkeley, California 94704

April 2, 1971

Mr. Robert Frane
Department of Human Resources Development
Office of Economic Opportunity
800 Capitol Mall, Room 2071
Sacramento, California 95814

Dear Mr. Frane:

The interest you expressed in our Self-Help Demonstration Project at Arvin, Kern County, California, is sincerely appreciated.

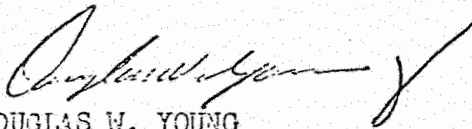
This is our invitation to your Department to co-sponsor the project.

We would appreciate a letter from your Department in acceptance of the co-sponsorship.

Mr. Hansen will meet with you to review and finalize the policy guidelines that will govern the performance of the project.

We shall look forward to your participation.

Sincerely yours,


DOUGLAS W. YOUNG
State Director

SELF-HELP
RESEARCH AND DEMONSTRATION PROJECT
ARVIN, CALIFORNIA

Co-Sponsored by:

- * California Department of Housing and Community Development
- * California State Office of Economic Opportunity
- * Farmers Home Administration, U.S. Department of Agriculture

Purposes and Objectives:

- * To determine the feasibility in use of manufactured housing components or modules in low cost house construction.
- * To encourage the use of new material and methods of construction which will lower house building costs.
- * To encourage the participation of developers and house manufacturers in production of low cost housing.
- * To determine the extent to which local resource personnel may provide expert training to low income families in problems of home ownership.
- * To determine the extent and dollar cost reduction that may be realized from the buyer-family labor contributions in house construction utilizing factory-built housing components or modules.
- * To determine the overall time involved in the family training phase and the dwelling construction phase of a self-help project utilizing factory-built housing components or modules.
- * To determine the cost of supervision and training in a Self-Help project utilizing factory-built housing components and modules.

Data and information accumulated through detailed records of project performance will be carefully analyzed and documented by the co-sponsors.

Guidelines and Restrictions

1. The project shall not exceed 12 participating families.
2. Because of the limited size of the project the number of participating house manufacturers is limited to two or three.
3. Each manufacturer shall provide three- and four-bedroom floor plans with varying elevations and specifications for each.
4. Plans and specifications must be approved by FHA and shall comply with state and local codes.
5. Each manufacturer's price quotation must afford to the family a definite price advantage as related to costs of comparable housing constructed by other methods.
6. Participating families must qualify as to requirements of applicable FHA instructions.
7. Participating families shall be afforded the opportunity to select the house plan of their choice provided it is not excessive to their needs or ability to pay.
8. Local professional personnel such as the Home Economist of the Extension Service, FIE, insurance broker, insurance agent, etc., will be invited to provide applicable training to families in home ownership problems.
9. FHA Self Help loans will be processed for eligible applicant families in accordance with applicable FHA instructions.
10. The FHA County Supervisor and the Self-Help Adviser at an early date shall inform the local building commission and/or planning and inspection department and the mayor of Arvin of the proposed project and shall invite them to visit the project at will.

FHA personnel performing in, or supervising, this project will direct questions relative thereto to the FHA Chief, RH Division; questions regarding major policy determinations will be resolved mutually by the State Director and other co-sponsors.

Information and data accumulated during the course of the project will not be released until the project is completed and such data is properly evaluated and documented. Other guidelines may be developed as the project progresses.

GOLDEN STATE OPPORTUNITY

REPORT

California State Office of Economic Opportunity

Lewis K. Uhler, Director

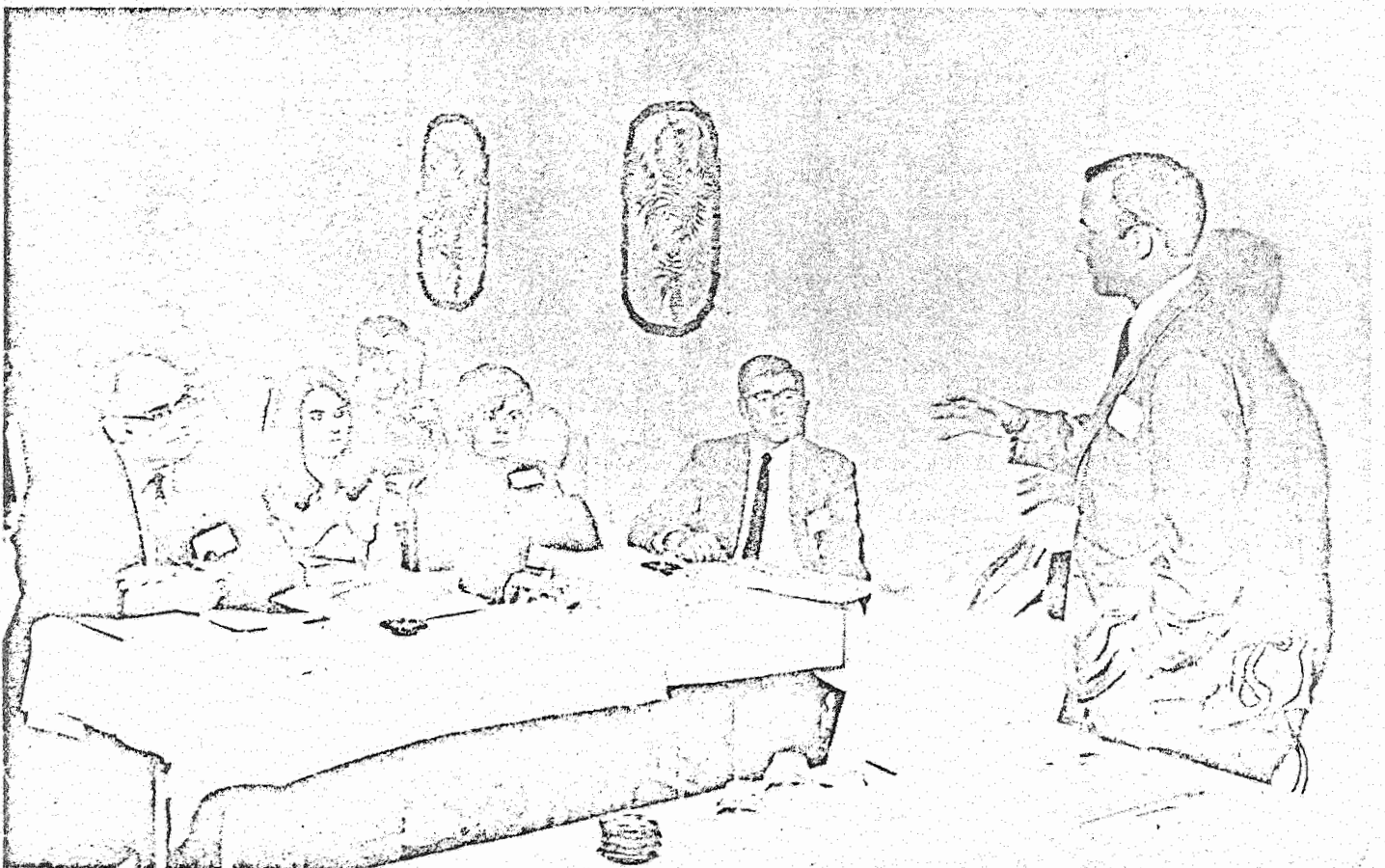
Sacramento, California - January, 1971

PLEASE RETURN TO LIBRARY

Rural County Community Action Program

Directors Attend State Resources Conference

See story on Page 2



Lewis K. Uhler, State Director of OEO, addressing rural community action program leaders at the Mansion Inn in Sacramento.

OEO, STAP And ATAC Sponsor 'Communication Interchange'

Not many people have ever associated the National Guard with the war on poverty, but in California the Guard command is straining at the bit to employ their resources in any number of ways to help communities and counties fight poverty.

Rural community action leaders were amazed to see Colonel Wolf and Major Salcedo of the California National Guard as principle speakers at a poverty conference. And they were more amazed when both officers outlined what the California National Guard has done up to now in community poverty programs and what they are ready, willing and able to do in the future if red tape and confusion are eliminated.

Major Salcedo pointed out that the National Guard has the capability of everything from road building to minimal medical care, such as mass immunization programs within their scope but the roadblock holding up their potential is red tape, bureaucratic ambiguities and illusive "guidelines".

It was the first in a series of conferences set up by OEO State Director Lewis K. Uhler and sponsored jointly by the OEO, the State Technical Assistance Program (STAP), and the American Technical Assistance Corporation (ATAC), a private contract consultant firm working for the OEO.

"What we want to do," Uhler said in his opening remarks at the conference held in Sacramento on December 15 and 16, "is identify every resource available to people working at the local level so that each of you knows who can help, how they can help and how to get in touch with assistance agencies."

According to Uhler, he views the primary role of his staff as ombudsmen. "We have to be able to tell local

people how they can get a job done locally and open a few doors for them to get started."

The two-day conference included representatives from the State Department of Commerce, the Business and Transportation Agency, Industrial Relations Department, the Division of Forestry, Department of Agriculture, the California National Guard, Fish and Game, the HRD Farm Labor Department, Department of Education, Department of Corrections, Social Welfare, Youth Authority, Commission on Aging, Public Health, Mental Hygiene, Migrant Health Service and the California Medical Association, with sub-departments of all agencies involved with rural poverty.

The conference was highlighted by an extensive seminar on how rural communities can set up intern training programs for the development of para-professional housing advisors for rural areas.

The interns selected would train for para-professional positions with the ultimate objective of improving rural housing conditions in California. Many rural Californians are eligible for low-cost loans for housing through the Farmers Home Administration, but they are uninformed as how to apply for loans.

The rural housing interns would make known all provisions for housing assistance in rural areas.

"We hope that our two-day seminar provided a communications forum for community leaders. If nothing else, they met State department heads, and now they know who to call about local programs," Uhler said at the close of the session.

Sixty-four community action agency leaders, representing twenty rural counties, attended the two-day resources identification conference held at Sacramento's Mansion Inn.

Santa Cruz Community Action Agency Grant Disapproved By State Office

State Office can "Find no justification for continuance of Santa Cruz Program"

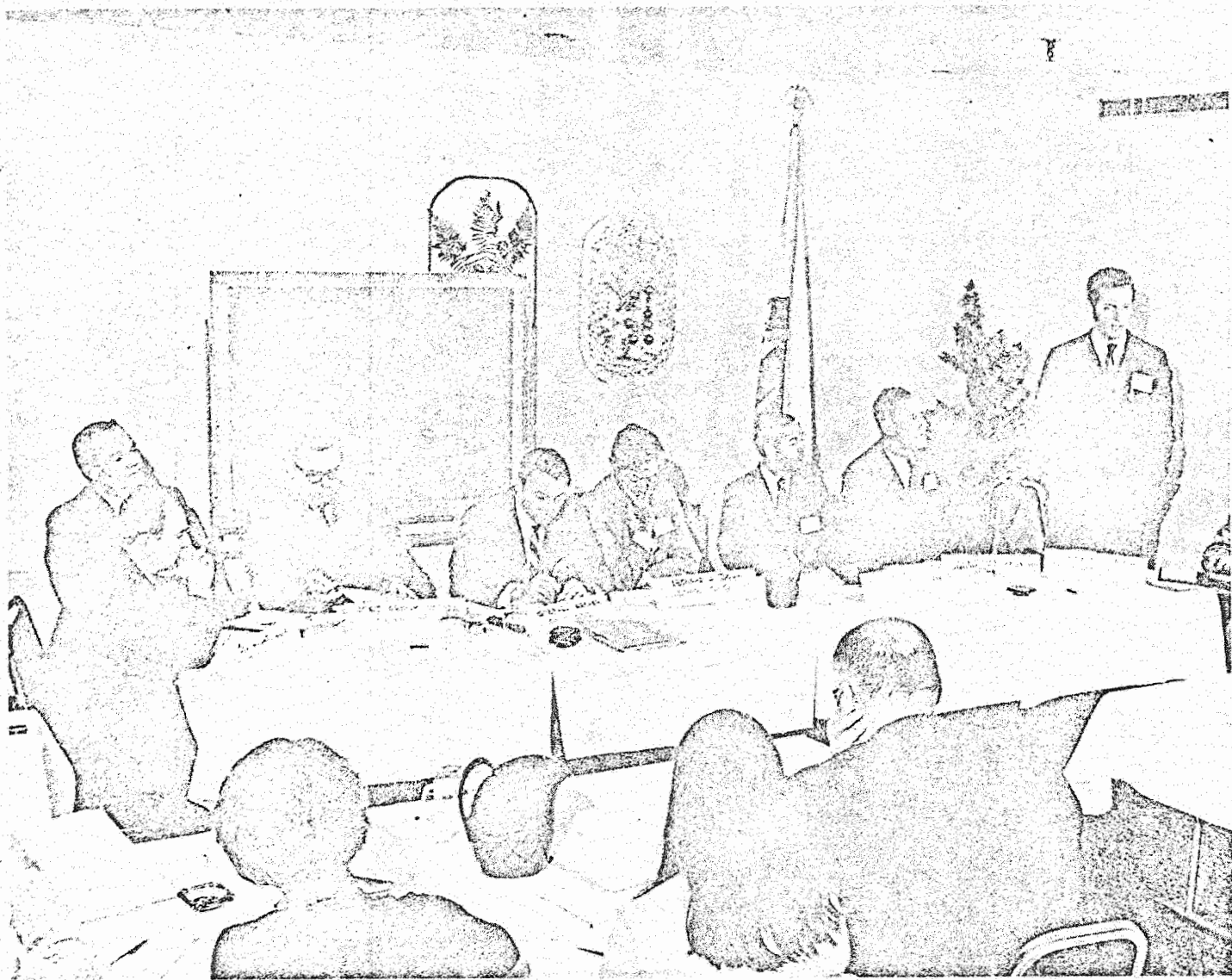
Robert Hawkins, Assistant Director for Northern California of the State Office of Economic Opportunity, commenting on the veto recommendation sent to H. Rodger Betts, OEO Western Regional Director, stated that SEOO's evaluation of the program indicated without a shadow of a doubt that the poor of Santa Cruz "are not participating in any significant manner in the poverty program and that this lack of participation is caused by policy decisions at the Community Action Board and administrative levels."

SEOO was most critical of the management of the Santa Cruz Area Service Center. In commenting on the SCASC, Hawkins quoted from the veto message: "The evidence compiled by this office and the lack of evidence offered by concerned parties indicates that the poor served by the SCASC have been little affected by this program. We can find no evidence suggesting that the poor have organized themselves into viable target area groups, that they have taken part in major policy decisions regarding the planning and operation of the

SCASC . . . through their democratically-selected representatives.' Further evidence to be presented indicates that the program is poorly governed by its Board, lacks strong and consistent administration and has little relevance to the poor."

SEOO's evaluation revealed, among other things, that revolutionary literature and pamphlets were to be found at the SCASC. OEO Regulation 6907-2 forbids this sort of political material.

A conflict of interests exists, according to the recent evaluation, due to the fact that the Reverend C. C. Ellis, President of the Community Action Board (also a Board member of SCASC) is also a member of an allegedly religious group called the "Lillies of the Field, Inc." that rents the building occupied by SCASC. The SCASC in turn rents the building from "Lillies of the Field, Inc." It was further revealed that the "Lillies of the Field" organization is not now incorporated "nor has it applied to the Secretary of State for incorporation."



State agency representatives at the December resources identification conference discussing methods of cooperation for rural community action leaders.

Housing Internship For Rural Areas

The State Office of Economic Opportunity announced a comprehensive rural housing internship program in December to "deliver homes to deserving rural applicants in California".

Bob Frane, assigned to the State Office of Economic Opportunity under a grant which provides special technical assistance in the field of rural housing, and Mr. Douglas Young, State Director of the Farmers Home Administration, announced the program in December.

The new internship program will provide intensive training by the Farmers Home Administration to prepare rural Community Action Agency staffs with expertise in the utilization of Farmers Home Administration housing funds which are presently available to rural Californians.

"Many rural Californians are totally unaware of such programs as #502, #502 special and #504 of the Farmers Home Administration. These two programs are available to rural communities with a population of less than 5,500," Frane said. "The 502 program will provide immediate funds for the construction of new homes or purchase of existing houses. The 504 program can be used to rehabilitate substandard rural housing. It is unfortu-

nate that only a few citizens in rural California are familiar with the benefits of these two important programs.

"As with so many other government agencies which are mandated to implement these types of programs, the Farmers Home Administration does not have sufficient personnel available to carry out the intent of Congress. For this reason, we have created our California Rural Housing Internship Program," Frane continued. The Housing Internship Program, according to Frane, will be implemented through rural Community Action Agencies functioning with the assistance of the State Office of Economic Opportunity. Selected housing interns from the local Community Action Agency staffs will be given intensive training in Farmers Home Administration housing programs. These interns will then be under the direct field supervision of the Farmers Home Administration area supervisors. The intern will act as liaison between the Farmers Home Administration and the local Community Action Agency.

"What our new internship program is intended to do is provide a means of communication and assistance for low- and moderate-income families in California rural

(Continued on Page 4)

SEOO To Feature Ombudsman Role For Local Action Programs

One thing is painfully obvious in government-administered programs, a general confusion because of the rigid guidelines that more often than not restrict (or constrict) the problem-solving ability of governmental units. In short, it is hard to be creative in a tangle of red tape.

SEOO has thus instilled ombudsmanship as the order of the day. The surprising tangle that seems to lead to static administrative action is nourished by a lack of communication between the various government agencies. SEOO is bound and determined to open the doors of government so department heads begin to ask fellow department heads for advice and counsel.

When government bureaus begin to communicate with private enterprise, there is the basis for really creative social economic planning. It is the intention of the SEOO to open as many doors as possible between government offices and private enterprise.

HOUSING INTERNSHIP (Continued from Page 3)

areas thereby providing much needed housing. This is the first attempt, to my knowledge, to coordinate the government program activities on an interagency level to utilize the resources of federal, state and local capabilities," Frane concluded.

Due to the enthusiastic response from rural Community Action Agencies to the Housing Internship Program, held at the Mansion Inn in Sacramento in December, Lewis Uhler, State Director of the Office of Economic Opportunity, stated that the recent conference of rural community action leaders is only the first in a series of planned conferences to identify resources available to local Community Action Agencies.

OEO Indian Dental Aid Program Under Way

Seventy percent of the American Indians in California have never had dental care. There has never been a coordinated program to provide dental service to Indians on the Reservation until recently. Thanks to Bill Simpson, employee of a dental supply house in Los Angeles.

Bill has become the volunteer coordinator of the Indian Dental Program—a resourceful marriage of the public and private sector to provide dental care for Reservation Indians.

Bill, all on his own, managed to get almost \$100,000 worth of dental equipment donated to the program, but getting the equipment was just the first step. The equipment was stored in a warehouse in Van Nuys, and for a while Bill thought it would remain there indefinitely.

Bill consulted with the State OEO office and staff members sought the aid of the California Air National Guard. The Guard offered to take the equipment to isolated Indian Reservations by helicopter. The second problem was thus solved.

But there was still the need for dentists and dental aides to administer dental care. Bill and the OEO office contacted volunteer dentists who would administer care, but how were they to be transported to isolated Reservations? The Aircraft Owners and Pilots Association (AOPA) offered to provide aircraft and pilots to fly the dentists in.

So today, with the ingenuity of one man and the generosity and cooperation of many, Indians on California Reservations have dental care available.

Joint Christmas Air Lift

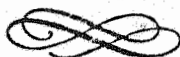
The California State Office of Economic Opportunity joined with the California National Guard to carry out a "Christmas air lift" to the American Indians of Northern California. The joint venture resulted from a request from the Inter-tribal Council.

The California Air National Guard delivered food, toys, supplies, and equipment to the Redding and Alturas areas on December 23. The supplies were then distributed directly to the Indians who reside in the rural areas of Northern California.

Lewis K. Uhler, State Director, stated, "The Office of Economic Opportunity wishes to congratulate and

thank our friends in the California National Guard. We received wonderful cooperation from all concerned and particularly from Col. Andrew Wolf and Major Frank Salcedo. The units participating were the Headquarters and Headquarters Company of the Second Battalion, 159th Infantry in San Jose, and the Headquarters and Headquarters Detachment of the 1401st Engineer Battalion in Redding, California. These are units of the California Army National Guard.

"The aircraft was from the 129th Special Operations Group, California Air National Guard, based in Hayward, California."



GOLDEN STATE OPPORTUNITY REPORT

California State Office of Economic Opportunity

Lewis K. Uhler, Director

Sacramento, California - Mid-March 1971

S.F. E.O.C. Launches Pioneer Program

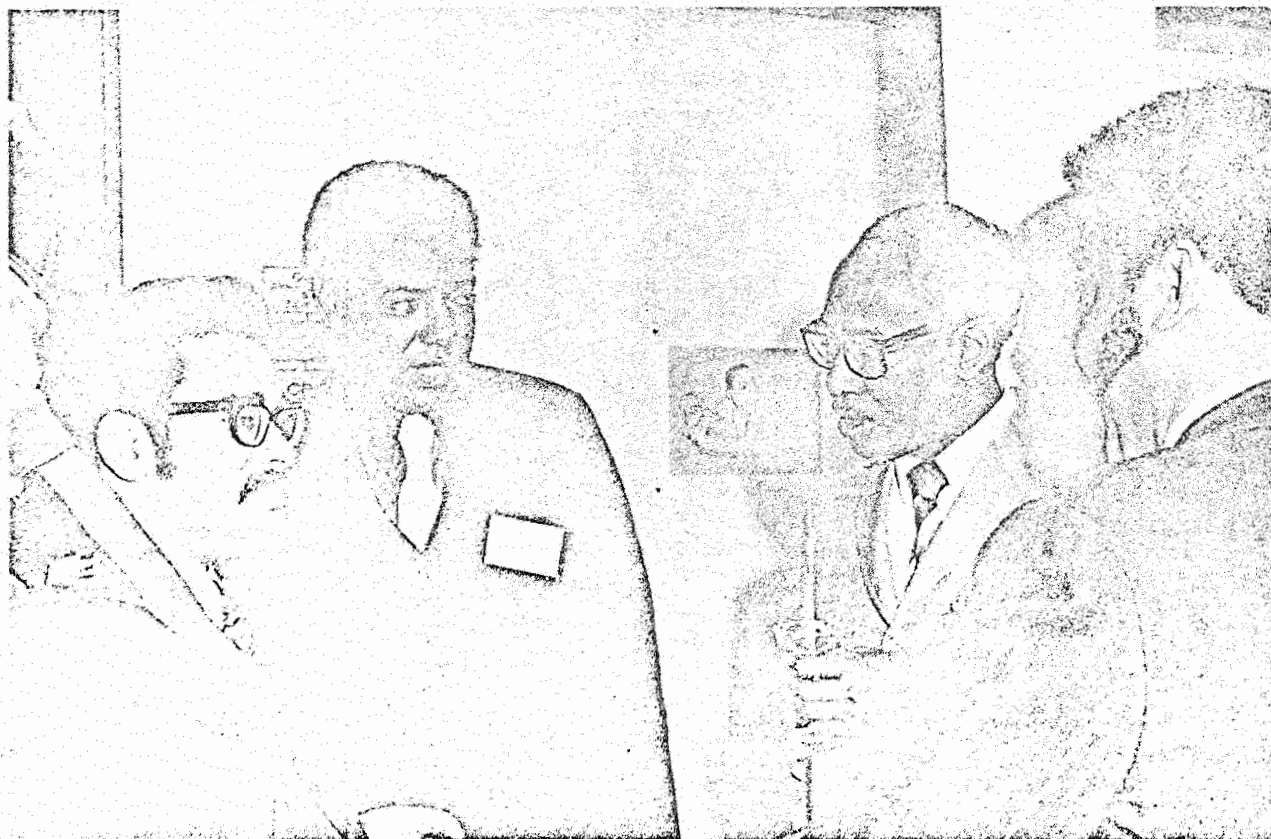
By John Dukes

In a dramatic departure from conventional community action programs and from its own six-year history, San Francisco's Economic Opportunity Council has launched a pioneer program to give extra impetus to that city's

anti-poverty effort.

Main features of the "New Thrust" program are a concentration of energies on a few principal project areas and a marshaling of manpower and resources at all levels

(Continued on Page 2)



Top city, state and federal officials, as well as community leaders, recently honored EOC Board Chairman Judge Joseph G. Kennedy and San Francisco's Chief Administrative Officer Thomas J. Mellon for outstanding community service to the poor via the city's community action agency, the Economic Opportunity Council. On hand for the annual "Citizens Participation" ceremony were (left to right): Theodore H. Carter, Community Action Representative, California Office of Economic Opportunity; John E. Dukes, Executive Director, Economic Opportunity Council of San Francisco; Thad Brown, Tax Collector, City and County of San Francisco.

PIONEER PROGRAM (Continued from Page 1)

—city government and the private sector as well as traditional funding sources—to play a special role.

Upon approval by the Office of Economic Opportunity of its grant package, EOC will enter the first year of a three-year transition period from the old program to the new.

Keynote of the "New Thrust" is a focusing of EOC resources into five primary areas:

- improving and expanding the stock of housing available to low-income people;
- developing innovative programs of education, particularly in early childhood, youth and professional training;
- stimulating business ownership and management by the poor in poverty communities;
- expanding employment opportunities of the poor through training projects and assistance from government and industry;
- protecting and advancing the interests of the poor as consumers of public and private goods and services.

As the community action agency for the City and County of San Francisco, the EOC in past years has sponsored a wide range of projects in areas such as social, legal and medical services, community organization, programs for the young and the elderly, opportunities for American Indians, family planning, Head Start and Child Care centers, police-community relations, bail project, language and job-training programs.

Most of the agency's \$13 million annual budget comes from the OEO, but it also receives funds from the Department of Labor for its Concentrated Employment Program, from the Department of Health, Education and Welfare and San Francisco Department of Social Services for early childhood development, and from the National Council on Aging for programs for the elderly.

In contrast to a multiplicity of projects in a wide variety of areas, the "New Thrust" calls for concentrating efforts in relatively few fields.

Following six months of intensive hearings in San Francisco's neighborhoods, the EOC adopted a long-range plan to complete the transition to the "New Thrust" program. In February, the agency reprogrammed approximately \$500,000 to projects in housing, education, economic development, manpower and consumer action. It will shift \$1 million and \$1.5 million respectively during the next two grant periods. At the end of the three years, "New Thrust" funds will represent approximately one-third of the community action program budget.

The "New Thrust" represents, of course, a shift away from traditional neighborhood service and community organization activities in favor of training target area workers specifically in the five principal fields. Target area projects will be more sharply defined and closely monitored. Projects will be chosen for their potential to attract funds and outside resources and for their promise of permanent institutional change.

In addition to target area projects, the EOC central administration is stepping up technical assistance in the five program areas and is freeing monitors from administrative details in order to permit more time for individual projects.

Not only is the EOC redirecting its own energies, but it is also calling for a comprehensive effort on the part of a variety of outside resources—federal, state and local, public and private. For instance, the agency is working hand in hand with the City of San Francisco to maximize resources and manpower through neighborhood decision-making bodies. Also, EOC plans to organize an "Urban Resources Institute," a talent bank for utilizing valuable technical assistance from private sector organizations such as universities, law firms, advertising agencies, insurance companies, media, banks and accounting firms.

Coupling professional assistance from outside sources not previously committed, with a redirection of EOC's existing funds and manpower, the "New Thrust" program will infuse vital new strength into San Francisco's community action efforts.



Bob Frane—Staffer of the Month

Bob Frane has been selected as SEOO Staffer of the Month. STAP Housing Specialist since May 1970, Frane is one of a three-man team helping to provide technical assistance to rural California communities.

In developing innovative methods for using State and local housing resources, Frane has held five Statewide housing conferences within the last four months and helped author a housing internship program which was recently approved by the Federal Farmers Home Administration.

Before becoming Housing Specialist, Frane served as Lake County CAA Deputy Director (1966-68) and Resources Specialist for ITC.



Uhler Appointed to Head National SEOO Legislative Committee

State Office of Economic Opportunity Director, Lewis K. Uhler, was appointed recently to chair the Legislative Committee of the State Economic Opportunity Office Directors' Association.

In announcing the appointment, J. Lee Spratt, President of the Association and SEOO Director for South Carolina, stated, "Mr. Uhler's appointment will assure our association that the views of State Directors of OEO will play an important role in the development of new and innovative thrusts in the war on poverty."

The Economic Opportunity Act expires this year. Debate on the Act and its basic design features will undoubtedly be vigorous. Mr. Uhler has indicated that he is particularly concerned about the negative role which States are often called upon to play under the disapproval powers given Governors in Section 242 of the Act.

"The Act is so designed as to posture the States and Washington in the role of natural adversaries. This is unnecessary and harmful to the program," Uhler commented. "We must explore all possible ways by which the Governors may be involved positively in the decision-making process."

The Director's Message

OEO is both a promise...and a problem. Our emphasis is to promote the former and do away with the latter.

OEO's problems stem most frequently from an attitude, a philosophy of action. It is the philosophy as articulated by Sol Alinsky that the lot of the poor may be improved by conflict and confrontation with the rest of society.

The new mission statement of the Community Action Agency (OEO Instruction 6320-1, November 16, 1970) rejects conflict in favor of delivery of services, mobilization of resources and the nurturing of a favorable atmosphere between the CAP and the community. In the last paragraph of the Instruction, then Director, Donald Rumsfeld, stated, "The CAA's overall image in the community should be that of a positive voice for the poor. In all of its activities the CAA should strive constantly to reduce the isolation of the poor and to improve communications between the poor and the community at large. Its ultimate objective should not be to speak *for* the poor but to enable the poor to speak *for themselves*."

Our office intends to implement this mission through the full resources of our offices. It is clearly time to accentuate the positive.

Law Change Recommendations Requested

State OEO is seeking the recommendations of CAAs with respect to changes in laws and administrative regulations for the benefit of the poor.

"We have a vital role to play in recommending new and innovative programs for the Legislature's consideration. Equally important are the recommendations for changes in the law where they are required to enable us to more satisfactorily provide people with the skills, motivation and knowledge with which to become self-sufficient," commented State OEO Director, Lewis K. Uhler.

All recommendations for legislation or rule changes should be forwarded to the State Office directly or through the Community Program Analyst serving your CAA.

Observations and Comments on the White House Conference on Children and Youth

By Brice U. Taylor

State Office of Economic Opportunity
Childhood Development Coordinator

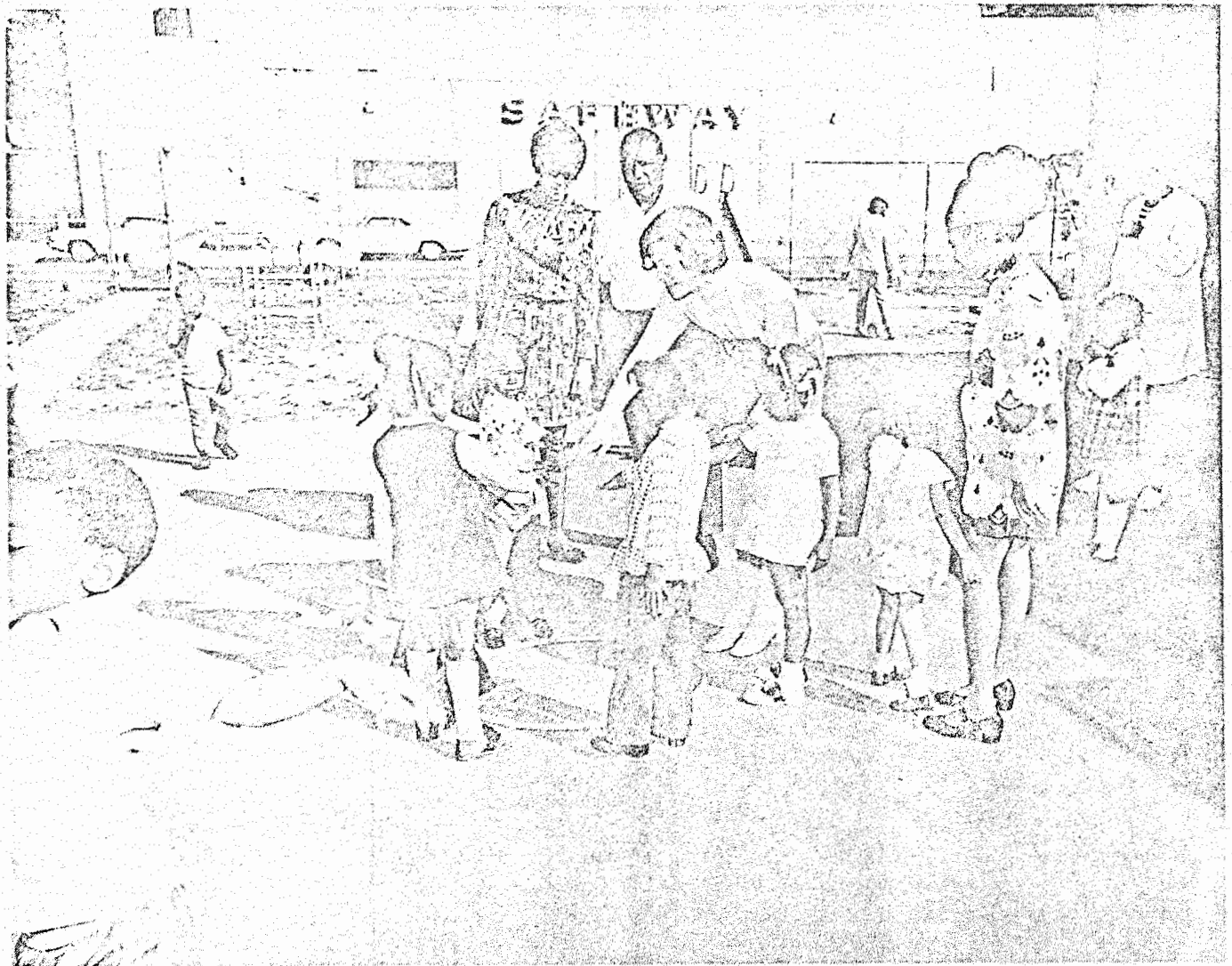
We feel that the objectives of the Conference were well stated by President Nixon in his welcoming address. It was truly a keynote for immediate action and direction and a directory in areas for which the Conference has been established.

The Setting of an Atmosphere Conducive for the Growth and Development of all American Children

Many people sitting around and about us commented, "If we could just go home now and implement this message in all of its aspects, we would have fulfilled our purpose!"

The methods and techniques of the Conference were effective and instructive. There were 25 forums, each with its several divisions and its own chairman, elected by the group concerned. There were working papers that had been drawn up by previous committees, to present ideas upon which the groups could work, add to, or subtract from, and in most groups they read the working paper

(Continued on Page 4)



Left to right: Mrs. Inez Taylor, Child Development Supervisor; Dr. Brice U. Taylor, Child Development Coordinator, SEOO; Mrs. Marjorie Brown, Head Teacher; Janiva Guimont, Parent Volunteer; Mrs. Ernestine Jackson, Assistant Teacher.
(Picture of Urban League, Vernon, Vermont Head Start site, Los Angeles, California)

and proceeded along their own lines of thought and plan.

As for the Conference per se, I would say, at the beginning, hardly before the welcoming address was begun, there were those dissidents present who began to downgrade and criticize the Conference. Immediately, without waiting to see what was going to be able to be developed, this very small minority of delegates began to dissent. However, the very large majority came with one purpose in mind, and that was to help provide a successful, hard-working, meaningful Conference from which, by collective input, each could return to his community with new ideas, new methods, new plans and techniques to eradicate the negative aspects of local programs and to develop the positive and active forces already striving to meet the needs of the youth in our communities. I do believe and feel confident that the large majority of the delegates felt that the Conference reached most of its objectives. Many inequities of youth were brought to the attention of the delegates by lectures, open discussion and written communications.

There was free-flowing freedom of thought and of expression where everyone could be heard, even to the

strongest dissident, who had his hour, as can be seen in the three plenary sessions that were held by the Black, the Brown, the Indian and the Anglo; and it showed how free and permissive the Conference was when they all got together for one final combined session for which the Conference supplied all needs, including place and aides.

Many of our young people were amazed and surprised at the ease with which they moved and expressed themselves throughout the Conference in small groups and in caucuses. It was felt by many of them, and we are in agreement, that we should have had more youth in attendance.

This Conference brought to the fore our lack of concern and inadequate planning for our most precious possession, the youth of our Nation. In the words of our President: "Nothing is so intensely personal ... so individual or so private ... as the world of a child - so removed from the statistical chart or the computer. The world of a child is very different, very special, full of promise, and very much *alive*. No two are alike. Remember that what matters most is one person, one child, un-

(Continued on Page 5)

like any other, with his own hopes, his own dreams, his own fears, who lives at the center of his own personal world."

One of the outstanding recommendations from Forum 25, of which I was a member, was the most important: We feel it is necessary to have a post at the Cabinet level on child growth development.

The second is also very important -- that listening is a two-way street ... adults must listen to the youth -- youth must listen to the adults. Each *must hear* the other, and from this interplay problems may be solved to the satisfaction of both.

Third, the American Dream is no nightmare, and it is being realized more and more by most of our youth.

Program of Department of Housing and Community Development

The Department of Housing and Community Development is the arm of state government which is responsible for promoting adequate housing and decent living conditions for California citizens of all socioeconomic levels. Created in 1965, the department has two divisions. The responsibilities of the Division of Building and Housing Standards lie in the area of ensuring adequate health and safety standards through development and enforcement of building codes. The Division of Housing and Community Development's responsibilities fall primarily in the technical assistance and planning area.

The effect of the department's work can be seen in some of the programs which the department is carrying out. Two of the newer programs have been particularly prominent lately. These are the Factory-Built Housing Program and the Operation Breakthrough Program. Both of these programs are aimed at providing quality housing at lower cost. In 1970 a Factory-Built Housing Code was developed by the department and adopted by the Commission of Housing and Community Development. This represented a giant step forward in promoting the use of production line techniques in housing in California. Variations in building code requirements are no longer an obstacle to factory production of housing, for such units now need only meet a single state adopted set of standards.

Operation Breakthrough is a federal program for which the Department of Housing and Community Development has been designated state coordinator by the Governor. The department is handling the market aggregation phases of the program in California. A market aggregation report was recently released which the department hopes will have a major impact on the marketing of both factory-built and conventional housing in California.

Housing element planning is another current major area of activity. Local governments have been required to have a housing element in their general plans since 1969. The department has assisted a majority of cities and counties in their efforts to comply with this statutory mandate. A new law which became effective in November 1970 requires the department to develop a State Housing

Element and a state housing policy. This important and far reaching legislation is currently in the early stages of implementation.

Training of low income families in home management is another program which could have far reaching implications and which is in the early stages of implementation. In December 1970 contracts for five locally conducted pilot projects went into effect. These projects will field test various techniques for providing low income families with the skills necessary to move successfully into better housing. The ability of families to maintain the quality of their housing units is crucial both to the success of government subsidized housing and to the conservation of the housing stock in the general housing market. Consequently, the results of this demonstration program are anxiously awaited by the department.

This highlights some of the department's "high visibility" efforts. The greatest part of the day-to-day workload of the department lies, however, in the areas of maintenance of health and safety standards and providing technical assistance on the request of local governments, housing authorities, redevelopment agencies, nonprofit sponsor organizations and others. In addition to the Factory-Built Housing Law, the department is responsible for health and safety standards under the State Housing Law, the Employee Housing Act, the Mobilehomes and Mobilehome Parks Act, and the Earthquake Protection Law.

In the field of technical assistance, the department provides advice and assistance on such varied matters as applications for federal grants, making surveys of housing conditions, and the undertaking of nonprofit sponsored housing projects.

Further information may be obtained by contacting the Department of Housing and Community Development at 1121 O Street, Room 3344, Sacramento, California 95814 (phone: (916) 445-4775).

A Better Focus of Resources

OEO Instruction 6320-1, dated November 16, 1970, quotes from the Economic Opportunity Act: "The key phrase in this statement is 'to stimulate a better focusing of all available ... resources.' The Act thus gives the CAA a primarily catalytic mission: To make the entire community more responsive to the needs and interests of the poor by mobilizing resources and bringing about greater institutional sensitivity."

Indian Dental and Food Programs

It came to the attention of our office that a man in Van Nuys had a great deal of portable dental equipment available to him, and that it was his intention to use the equipment to help provide dental care for Indians on the reservations. He had no way, however, to transport the equipment to the reservation and had not as yet contacted dentists to provide the professional services needed.

Our office enlisted the aid of the California Air National Guard and set up an airlift system for transporting the equipment to the reservations. The National

(Continued on Page 6)

Guard also provided generators to power the dental equipment.

To entice dentists to take time from their practice, we contacted the State Wildlife and Fisheries Department and the Department of Forestry and made it possible for the volunteer dentists to be given special hunting and fishing privileges in the isolated areas of treatment. We discovered that a great many dentists are also outdoorsmen, and we got more than enough volunteers. The California Private Pilots' Association was contacted and provided transportation for the dentists to the reservations.

By bringing resources together from the private and public sectors of our society, we were able to provide needed dental care for Indians isolated on reservations, many of whom had never had dental care before in their lives.

Before Christmas we discovered that quality toys and food had been donated for Indian children, but no transportation to the reservations was available. We once again called the California Air National Guard, and the toys and foodstuffs were delivered to the reservations on schedule.

It has been our experience, especially in rendering service to isolated Indian reservations, that sometimes echelons of government fail to communicate sufficiently with one another, and that one of the truly vital and productive roles of State OEO is to first identify all resources available and then to act as the catalyst in coordinating the service they can render for the poor.

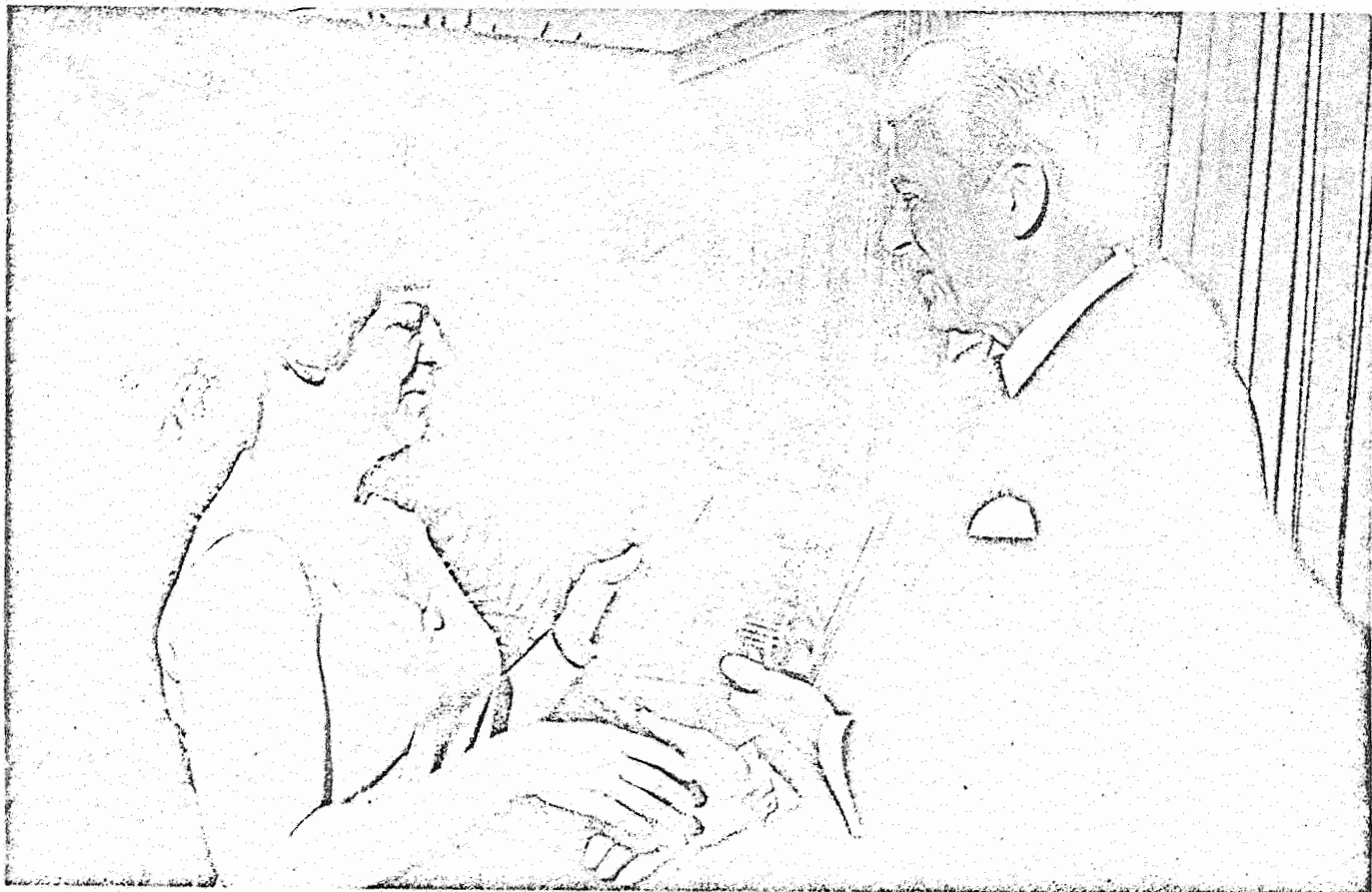
The Second State Resources Mobilization Conference for all CAPs will be held April 12, 13, and 14 at the El Rancho Hotel in Sacramento for all Board Chairmen, Executive Directors, and other interested staff.

State Office of Economic Opportunity Staff Meets Governor

Mrs. Marilyn Pearson, State Office of Economic Opportunity Senior Account Clerk, was presented a plaque by Governor Reagan at a meeting last week in the Governor's Office. Mrs. Pearson was awarded the plaque by her fellow workers.

Lewis K. Uhler, State Office of Economic Opportunity Director, introduced his staff to the Governor at a brief ceremony in the Capitol. "I think it's important for our staff to meet and talk with the Chief Executive of the State," Uhler said, "it humanizes government service—injects a human quality into our work and routine duties."

Mrs. Pearson was taken by complete surprise by the plaque. "I was overwhelmed and proud to have been given this award by the Governor and our OEO Staff," Mrs. Pearson said.



Mrs. Marilyn Pearson, Senior Account Clerk, State Office of Economic Opportunity, receives a plaque from Governor Reagan "for service above and beyond the call of duty." Mrs. Pearson was awarded the plaque by her fellow workers.

State of California

LEWIS K. UHLER
DIRECTOR



RONALD REAGAN
GOVERNOR

Office of Economic Opportunity

DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT

800 CAPITOL MALL, SACRAMENTO 95814

916 445-9670 OR 445-7011

March 11, 1971

Board Chairman
CAA Director

Gentlemen:

We would like to extend a cordial invitation to you to attend a State Resources Mobilization Conference on April 12, 13 and 14, 1971 (Monday, Tuesday and Wednesday).

This is the second such Conference sponsored by our office. The first one, held last December, was received with such enthusiasm by the Community Action Agency participants that we wanted to make sure that everyone in the State had an opportunity to attend.

This Conference will expose you to the pertinent departments and agencies within the State and show you how these resources can be utilized by you to help you in the accomplishment of your mission. We will also present a comprehensive overview of Statewide technical assistance programs (managerial assistance, housing, economic development, etc.). This Conference will be held at the El Rancho Hotel in Sacramento. Please plan to be with us and so indicate by returning the enclosed reservation card within the next few days, so that we may plan effectively. Further details will be forthcoming from our office in the next couple of weeks.

Sincerely,

LEWIS K. UHLER
Director

LKU:dkb

State of California

LEWIS K. UHLER
DIRECTOR



RONALD REAGAN
GOVERNOR

Office of Economic Opportunity

DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT

800 CAPITOL MALL, SACRAMENTO 95814

916 445-9670 OR 445-7011

March 19, 1971

ALL CAA BOARD CHAIRMEN

Dear Sir:

This is to remind you of the State Resources Mobilization Conference to be held April 12, 13 and 14 (Monday, Tuesday and Wednesday), at the El Rancho Hotel in West Sacramento. Registration for the Conference will be at 9:00 a.m. The Conference will have special emphasis on the technical assistance available to both rural and urban Community Action Agencies in California.

We would like to have not only your attendance but also your CAP Director's and other members of your staff affiliated with technical assistance. The Conference promises to be an informative discussion on the future of technical assistance in the State as it affects the CAA.

Enclosed you will find a registration card for hotel reservations at the El Rancho. (The rooms will be available at State rates; \$9.00 Single, \$12.00 Double.) We would appreciate a response by March 26 so that we may plan accordingly. We would also appreciate any suggestions you may have for the conference agenda.

Sincerely,

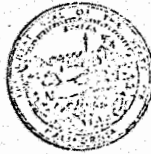
A handwritten signature in dark ink, appearing to read "Lewis K. Uhler".

LEWIS K. UHLER
Director

LKU:plg

cc: All CAP Directors

State of California



LEWIS K. UHLER
DIRECTOR

RONALD REAGAN
GOVERNOR

Office of Economic Opportunity
DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT
800 CAPITOL MALL, SACRAMENTO 95814
916 445-0670 OR 445-7011

April 21, 1971

TO ALL CAA DIRECTORS AND BOARD CHAIRMEN:

We were very pleased to have the opportunity to host the State Resources Mobilization Conference in conjunction with T.A. contractors in California. We were gratified with the results. We are confident that a new era of both understanding and cooperative endeavor has been initiated.

We promised to submit as quickly as possible a summary of the Conference, criteria for evaluation of a community action agency by our office and other important and relevant materials. Those are in the final stages of preparation now and will be submitted to you at the earliest possible time.

As a follow-on to the Conference, we are in the process of establishing a T.A. clearing house, or "order desk", by which to endeavor to serve your T.A. needs more effectively and promptly. Further details will be forthcoming.

We are confident that, together, we can make great strides in helping to provide low-income people with the skills, motivation and knowledge with which to become self sufficient.

Kindest regards,

LEWIS K. UHLER
Director

LKU:dks

MONDAY - April 12

9:00 a.m. Registration

10:00 a.m. Welcome Address and Introductions,
Lewis K. Uhler, Director SEOO

10:30 a.m. TA process - successful utilization of TA

1. John Ryan, San Luis Obispo - Military
2. John Dukes, San Francisco - Youth
3. Lily Bourriague, Santa Cruz - Aging
4. Dale Neilsen, WROEO - Contracts (Moderator)
5. Bob Leavitt, WROEO - T&PA

Summary - Moderator

12:00 - 1:30 No Host Lunch

1:30 Economic Development - Open Forum

Availability of T.A.

1. Lee Richardson, Social Dynamics, Inc.
2. Al Kennefick, American Technical Assistance Corporation
3. Tom Duffy, Chief, Model Cities Liaison
4. Brig. General Bernard Nurre - Military Department

6:30 No Host Social Hour

7:00 Hosted Dinner

Guest Speaker, Mr. John Crutcher, Director, State and Local Government Division, Office of Economic Opportunity, Washington, D.C.

"CAA Role in Revenue Sharing"

TUESDAY - April 13

9:30 a.m.

Manpower - "Focus on Barriers to Employment"
Open Forum

1. Jim Every - Social Dynamics, Inc.
2. Bob Friedman - American Technical Assistance Corporation
3. Albert Brown, Chief, Office of Manpower Utilization, HRD (Moderator)
4. Glen Fullenwider, Farm Labor Services, HRD

Summary, Moderator

12:00 - 1:30

Hosted Lunch - Regional OEO's Technical Assistance Plan

1:30

"CAA Role in Welfare Reform"

1. James M. Hall, Secretary, Human Relations Agency (Moderator)
2. Gilbert Sheffield, Director, Department of Human Resources Development
3. Robert Carleson, Director, Department of Social Welfare
4. Earl Brian, M.D., Director, Department of Health Care Services

3:30

"Set the Sail" (The Private Sectors Involvement in Breaking the Dependency Cycle)

Presented by Rohr Corporation, Mr. Ben Moe, Manager, Employee Communications

No Host Cocktails and Dinner

9:30 a.m.

Separate Seminars will be held in the following six program areas. Technical assistance will be available on a problem solving basis. If you have problems or the need for Technical Assistance please feel free to attend one or more of these sessions.

1. Youth

1. Rick Bela - Social Dynamics, Inc.
2. Virgil LaCornu, Assistant Director,
State Department of Youth Authority
3. John Lake, Director, Sonoma County
Continuation School
4. Barny Schur, Deputy Director, Program
Analysis, SEOO (Moderator)
5. Mr. Victor Bluestein, Chief, Community
Planning and Development, Parole and
Community Services Division, Department
of Corrections
6. Robert Hill, State Supervisor, Youth
Services, Department of Human Resources
Development
7. Miriam Smith, Director, Youth Development
Project, Inc., Long Beach

2. Special Education for Disadvantaged

1. Fred Martinez, Consultant, Vocational
Education for the Disadvantaged,
Department of Vocational Education
2. Jeanada Nolan, Chief, Bureau of Preschool
Educational Programs, Division of
Compensatory Education, Department of
Education
3. John Parks, Community Development
Coordinator, Department of Rehabilitation
4. Mrs. Audrey Cross, Nutrition Consultant,
Bureau of Maternal and Child Health,
Department of Public Health (Moderator)

3. Housing

1. Dan Roos - Social Dynamics, Inc.
2. Berry Nathan - ATAC
3. Douglas Young, State Director, Farmers Home Administration
4. Ed Twourk, Coordinator, Housing Development, Department of Housing and Community Development (Moderator)
5. Bob Frane, STAP/Housing, SEOO
6. Representative from Housing and Urban Development

4. Aging

1. Lily Bourriague - Santa Cruz
2. Mary Lou Clark, Director of Community Geriatrics Screening Project, Division of Local Programs, Department of Mental Hygiene
3. Lucille C. Hood, Chief, Adult Services Bureau, Department of Social Welfare
4. Bea Schiffman, National Council on Aging (Moderator)
5. Ken Swinford, California Commission on Aging

5. Drug Abuse Programs

1. The Aquarian Effort
2. Department of Public Health

6. Management

1. Norman Roberts, Peat, Marwick & Mitchell - SE
2. Private Sector
3. Charles Blaker, Technical Assistant/
Fiscal Management, SEOO
4. William Ehrlich, Chief, Management and
Financial Services Branch, WROEO

12:00 - 2:00

Hosted Lunch - Action Plan -

Summary

Urban and Rural Perspective

1. Al Kennefick, American Technical Assistance
Corporation
2. Kermit Bailer, Social Dynamics, Inc.
3. Gerald Wilson, Control Systems Research, Inc.
4. Bea Schiffman, National Council on Aging

ADDENDUM TO THE AGENDA

MONDAY - April 12

10:30 a.m.

TA process - successful utilization of TA

Mr. John Dukes will replace Mr. Dale Neilsen
as Moderator of this panel.

1:30 p.m.

Economic Development - Open Forum

Availability of T.A.

ADD:

5. Jim Gordon, STAP, SEOO

TUESDAY - April 13

9:30 a.m.

Manpower - "Focus on Barriers to Employment"
Open Forum

CHANGE:

3. Carson Amos, Manager, Minority Staffing Program,
Department of Human Resources Development,
will replace Albert Brown, Chief, Office of
Manpower Utilization, HRD

ADD:

5. Jess Macias, Career Opportunities Development,
State Personnel Board

6. Lawrence Chickering, General Counsel, SEOO
(Moderator)

7. Arthur Kemp, Professor of Economics,
Claremont Colleges

8. John Thompson, Community Action Representative,
Fair Employment Practices Commission, Department
of Industrial Relations

12:00 - 1:30

Hosted Lunch - Regional OEO's Technical Assistance
Plan

ADD:

Joe Cassilas, Deputy Regional Director; as speaker.

ADDENDUM TO THE AGENDA (Continued)

WEDNESDAY, - April 14

9:30 a.m.

1. Youth

CHANGE:

6. Stu Roth will replace Robert Hill, Youth Services, Department of Human Resources Development.

9:30 a.m.

2. Special Education for Disadvantaged

ADD:

5. Frank Goble, President, Thomas Jefferson Research Center, Pasadena

3. Housing

ADD:

7. Mr. Paul Golz, Mutual Ownership Development Foundation

5. Drug Abuse Programs

ADD:

1. James H. Estabrook, Director, The Aquarian Effort, Sacramento
2. Michael Luxton, Counseling Coordinator, The Aquarian Effort, Sacramento
3. William B. Skelton, Instructor, California Highway Patrol
4. J. Burroughs, Assistant District Attorney, Sacramento County
5. George Latz, Inspector, Youth Division, Sacramento Sheriff's Department
6. Bill Wilder, Assistant State Coordinator, Office of Narcotics and Drug Abuse, State Human Relations Agency

6. Management

ADD:

5. Joe Popple, Business Services, Bank of America, Sacramento

ADDENDUM TO THE AGENDA (Continued)

WEDNESDAY - April 14

12:00 - 2:00

Hosted Lunch - Action Plan -

Summary

Urban and Rural Perspective

CHANGE:

2. Paul Chann, Social Dynamics, Inc., will replace Kermit Bailer.

STATE RESOURCES MOBILIZATION CONFERENCE

STATE AGENCIES INVITED TO PARTICIPATE:

(REPRESENTATIVE)

Department of Education-Vocational Education

Wesley P. Smith
State Director of Vocational Education
721 Capitol Mall
Sacramento, CA 95814

Fred Martinez

Department of Education-Division of Compensatory Education

Leo R. Lopez, Chief
1500 Fifth Street, Room 330
Sacramento, CA 95814

William Reynolds
Consultant
Bureau of Community
Services

Council on Intergovernmental Relations

Frank D. Fargo, Executive Secretary
1400 Tenth Street
Sacramento, CA 95814

Business and Transportation Agency

Brian R. Van Camp
Secretary (Acting)
1120 N Street
Sacramento, California 95814

Department of Conservation-Division of Forestry

L. A. Moran, State Forester
1416 Ninth Street
Sacramento, CA 95814

L. T. Petersen

Department of Housing and Community Development

Donald F. Pinkerton, Director
1121 O Street, Room 3344
Sacramento, California 95814

Ed Twourk, Coordinator
Housing Development

Military Department

Maj. Gen. Glenn C. Ames
The Commanding General
2415 First Avenue
Sacramento, CA 95818

Brid. Gen. Bernard Nur

Human Relations Agency

James M. Hall, Secretary
915 Capitol Mall, Room 200
Sacramento, CA 95814

Department of Corrections

R. K. Procunier, Director
714 P Street
Sacramento, CA 95814

Victor Bluestein

Office of the Auditor General

William H. Merrifield, Auditor General
1100 K Building, Room 400
Sacramento, CA 95814

STATE AGENCIES (Continued)

(REPRESENTATIVE)

Department of Health Care Services

Earl W. Brian, M.D.
Director
714 P Street
Sacramento, CA 95814

Department of Industrial Relations

William C. Hern, Director
455 Golden Gate Avenue, Room 3200
San Francisco, CA 94101

Dick Gitschell

John Thompson
Community Action Rep.
Fair Emplmt. Practices
Commission

Department of Public Health

Louis F. Saylor, M.D.
Director
744 P Street, 5th Floor
Sacramento, CA 95814

Louis Saylor

Department of the Youth Authority

Allen F. Breed, Director
714 P Street
Sacramento, CA 95814

Virgil LaCornu
Asst. Director

Department of Social Welfare

Robert B. Carleson
Director
744 P Street
Sacramento, CA 95814

Department of Human Resources Development

G. M. Sheffield, Director
800 Capitol Mall
Sacramento, CA 95814

Department of Mental Hygiene

James V. Lowry, M.D.
Director
744 P Street
Sacramento, CA 95814

Department of Rehabilitation

Robert E. Howard, Director
714 P Street
Sacramento, CA 95814

John Parks
Community Dev. Coordin.

Commission on Aging

Kenneth L. Swinford
Acting Executive Director
800 Capitol Mall
Sacramento, CA 95814

Kenneth Swinford

Agriculture and Services Agency

Earl Coke, Secretary
1220 N Street
Sacramento, CA 95814

STATE AGENCIES (Continued)

(REPRESENTATIVE)

Model Cities Liaison

Thomas N. Duffy, Chief
1400 Tenth Street
Sacramento, CA 95814

Department of Commerce-Division of Economic Development

Gordon Finley, Chief
1400 Tenth Street
Sacramento, CA 95814

FEDERAL AND OTHER AGENCIES INVITED TO PARTICIPATE:

Farmers Home Administration

Douglas Young, Director
2020 Milvia Street
Berkeley, California 94704

California Medical Association

Michael Allen, Director
Division of Government Relations
1127 - 11th Street
Sacramento, California

Small Business Administration

Donald McLarnan, Director
450 Golden Gate Avenue
San Francisco, California 94101

County Department of Education

Mrs. Lily Mae Jones
Mr. Wallace Brown
Santa Barbara Road
Pleasant Hill, CA 95423

Livingston Community Health Service

Mr. Robert G. Rowland
Project Administrator
P. O. Box 398
Livingston, CA 95334

United Bay Area Crusade

Mrs. Jessie Smallwood
2015 Steiner Street
San Francisco, CA 94102

WROEO

Mr. Raymond B. Aucker
Health Services Coordinator
Office of Governmental and Private
Sector Relations
100 McAllister St.
San Francisco, CA 94102

Rudy Cuellar

204 East Hall
University of California
Davis, CA 95616

Bill Palm

3790 San Remo Drive, Apt. 1
Santa Barbara, CA 93105
(805) 687-1979

Area: Merced
Date: Thursday, January 14, 1971
Contact: Richard Flint and Dan Horvath of Legal Services

Problems: Assistance on housing, employment and need for funds to cover the 2000 miles of rural road and areas. No public transportation. CAP has no funds for this area other than for staff resources. Needs assistance in evaluation, on an out-going basis, economic development, insufficient services from HRD.

Discussion: 1. Elimination of weak projects with the CAP.
2. Strengthen the better programs.
3. Stronger ties with the Valley CAP's and intra-CAP assistance; State should try for a special grant to cover time, travel, etc. for these needs.
4. Compliance with Green Amendment in this CAP is satisfactory.

Needs: 1. Legal services, more travel funds and clerical assistance.
2. Part-time HRD employment services and other services.
3. Economic development and alternate funding assistance.
4. Housing assistance, especially free land and low or no cost financing.
5. State assistance in evaluation.

Recommendations:

1. Send in T.A. for above.
2. Get HRD to supply part-time services.
3. Seek special assistance travel grant.
4. Seek surplus buses with accompanying funding for CAP to provide intra-county services for health, welfare and legal needs.

Area: Modesto
Date: Thursday, January 14, 1971
Contact: Neil Bodine and Staff

Problems: Need more economic development and housing assistance.
Job 70 money too tight.

Board and staff relations assistance is being provided by ATAC and by State OEO. State is being helpful.

Discussion: 1. Elimination of weak projects within CAP's.
2. Mobilization of State resources.
3. More personal contact within CAP's in Valley.
4. More mobilization of experts within colleges in the areas.

Needs: 1. Technical assistance on personnel procedure manual.
2. Training on budget and management procedures, etc.
3. More direct assistance from HRD services.
4. Assistance on MIS reporting; some is being given.
5. Fiscal assistance with internal delegate to agency operations.

Recommendations:

1. Get HRD services to the area.
2. Provide the area with fund-raising ideas.
3. Increase assistance in management, finance, MIS.

General relations with State are cordial.

Area: Solano County (Vallejo)
Date: Wednesday-Thursday, January 20-21, 1971
Contact: James Hulin

Problems: CAP seeks alternate funding sources, duplication of grant guidelines and funding deadline for State and Federal OEO, bi-annual funding so that more time can be devoted to program operations rather than grant preparation, eliminate the "behind-the-back" surveillance of CAP's by State OEO, have representatives inform CAP when in the area.

Discussion: 1. Elimination of weak projects within CAP's.
2. Mobilization of State resources.
3. More personal contact within CAP's in Valley.
4. More mobilization of experts within colleges in the areas.

Needs: 1. Alternate funding sources
2. Two-year funding cycle
3. State OEO to act as advocate for State department needs: information on programs, forms for applications, technical assistance on meeting assistance requirements, politics with departments, and program administration by State as HRD, Agriculture, etc.
4. More assistance from colleges and faculty who are experts in economic and other planning areas.
5. Need direct assistance in having representative in the area for one to four weeks from the creation of an idea until its implementation.
6. State and Regional OEO should get together and provide common areas of assistance and agreement.

Recommendations:

1. We take a position on two-year funding.
2. We hire a full time expert in alternate funding to work with CAP's.
3. A mutual assistance agreement on both field work and technical assistance be arrived at between State and Regional OEO offices.

Area: Napa
Date: Wednesday-Thursday, January 20-21, 1971
Contact: Steve Graham

Problems: State is working county against city to oppose the Napa program. Napa given veto and no constructive suggestions made on program improvement.

County has opposition to OEO housing programs.

County needs alternate funding sources and food resources for poor of the area.

City supports program; county fears the program; county is seeking to set up competing program that OEO began in the area: health, housing, family assistance, etc.

Discussion: 1. Weak projects
2. More direct cooperation
3. Meeting between OEO, city, county people
4. Evaluations based on performance both internal (administrative) and external (programmatic).

Needs: 1. Housing cooperation, food stamp and surplus foods in combination, alternate funding resources for rural CAP's.
2. Lift veto by Governor even though Federal refunded the program.
3. Alternate funding specialist for new funding resources.
4. Joint Regional and State OEO evaluation of program and its community relationship.

P.S. I received your letter dated January 19, 1971 and appreciate the correspondence and ideas. However, the last two sentence of the first paragraph are both in error and out of context.

My point was that in my functioning with the State office and the CAP's, I would leave politics out and concentrate on developing innovative and competent programs. OEO by its very nature is a political program, however, its internal administration should be based on a functioning management process rather than purely political decisions.

TA REPORT

AREA: Santa Clara County (San Jose)

DATE: April 6, 1971

CONTACT: Robert Squaglia, Executive Director, and staff

PROBLEM: Technical assistance needed in fund raising and in alternate funding sources.

DISCUSSION: Potential use of the ice and roller rink idea for raising some funds for a summer youth program.

Potential employment opportunities at the ice rinks, roller rinks, bowling alleys, etc., for low-income and minority group youth with adjunct of fund raising.

Distribution of fliers through the schools will promote closer ties with education, private business resources, and more extensive promotion of local CAA programs.

NEEDS: Additional funds and time to get current programs underway. State resources mobilization from SEOO as the need arises.

RECOMMENDATIONS: The ice rink idea be tried to raise funds for youth programs. Mr. Neil Rose of the Sun Valley Ice Rink will contact Bob for negotiations on the fliers, funds to be provided. SEOO will try to arrange a meeting with the under-leadership of the CAP and the ice rink representative. The CAP should arrange for distribution of the fliers through the school district superintendent.

ACTION: SEOO is to contact ice rink officials and coordinate additional meetings.

BOARD CHAIRMAN:

Name: Richard Rios

Address: 841 The Alameda
San Jose, California 95110

Telephone: (408) 293-3977

TA REPORT

AREA: Monterey County (Salinas)

DATE: April 7, 1971

CONTACT: John Mathis, Executive Director, and staff

PROBLEM: Pre-training in grantsmanship was needed in line with presentation by ATAC (American Technical Assistance Corporation)

DISCUSSION: Each staff member outlined his area of responsibility and the problems being faced in his particular programs.

Presentation was made on basic management functions of planning, organization, staffing, direction, control, follow-up as concerns CAA work programs: how to develop a grant and its basic components, how a budget is organized, executed and administered. General comments on how to utilize banks for additional local share and technical services, as well as better use of area colleges.

NEEDS: Special technical assistance in fiscal controls (Charles Bleker has been alerted to arrange for such services).

Special assistance in Housing (Bob Frane alerted to needs; will make arrangements as soon as practical).

Additional management technical assistance to the Director and particular members of the staff.

RECOMMENDATIONS:

The area colleges should provide some specific services in other than the social sciences. A future meeting between SEOO and the colleges will be arranged under leadership from the CAP. Emphasis should be placed upon CAP staff enrolling in the Management-Supervision programs, or basic administration programs to gain necessary administrative skills.

ACTION: Technical assistance in management given. Future meetings with colleges to be arranged.

BOARD CHAIRMAN:

NAME: Reverend H. H. Lusk

ADDRESS: #6 West Gabilan Street
P. O. Box 1087
Salinas, California 93901

TELEPHONE: (408) 424-0091

TA REPORT

AREA: Santa Cruz

DATE: April 8, 1971

CONTACT: Richard Brown, Executive Director, and staff members

PROBLEM: Completing the CAP Form 81 and organizing the work programs for the next grant year.

DISCUSSION: SEOO provided a concise outline of the planning, organization, staffing, direction control and follow-up necessary to develop a CAP 81 and CAP 7 as well as in the administration of a program.

SEOO outlined a basic function of the CAA budget including how it is organized, executed, and controlled, and funds transferred from among program accounts and within a program account. Emphasis was also placed on the category of "special funds" from sources and revenues not provided for in the guidelines. An outline of what the banks can and should do for local share was also provided.

- NEEDS:
1. Funds to expand most program needs.
 2. Housing, funds and programs to build more units in Watsonville.
 3. Problems of conflict between what CAP can and should do and community demands upon the CAA.
 4. Training program on grantsmanship.
 5. Transportation problems in the county.
 6. Senior citizens need more program funds and centers

RECOMMENDATIONS: For increased local share and new funding sources, the CAP should shop around among the various banks to see which will give the most services in return for the deposits being made. Such service should include, at least, free checking, low interest loans or grants to the credit union, free salary check issuance and record keeping, free fiscal and auditing advice and service, free meeting space.

Recommendations were also made on the procedures for completing the CAP Form 81 and CAP Form 7.

ACTION: Return to CAP for specific training with the CAP Director on issues of authority and responsibility, and community resources mobilization. CAP was advised to send a representative to the technical assistance conference in Sacramento.