Organizations of parents and friends, to help all the mentally retarded, wherever they are, regardless of race, color, creed or age

MULTNOMAH



CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

July 15, 1974

Walter Fuhrer Executive Director

> Mr. Alfred Jamison, Director Portland Model Cities 5329 N.E. Union Ave. Portland, Oregon 97211

Dear Al:

In the matter of your advice and directions concerning the MARC - M.C. project, especially in the area of a lease on the former Gilmore, now Goss, premises; approval of the \$11,000.00 budget for operations commencing July 1, and other pertinent matters, I now enclose a copy of a memo received from (Mrs.) Inez Brewer. You will note reference to "the next pay period" for establishment of a new petty cash fund.

Does the 1973 - 74 budget and program carry on and over into the 1974 - 75 period in all respects and purposes? You indicated affirmatively for the lease, but, again I ask shall the lease be for 9 or 12 months as of June 15, 1974? Please read my letter with reference to all unresolved problems and let me have your directions.

Thanks, Al.

Sincerely,

Walter Fuhrer

Executive Director

WF/ba

enclosure

cc: Mary Hein

Inez Brewer Sol Peck WF (1)

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JUL 16 1974

MODEL CITIES



Agency

A Non-Profit Tax-Exempt Organization

Retarded Children CAN Be

Helped!



DEPARTMENT OF PUBLIC SAFETY

CHARLES JORDAN COMMISSIONER

> MODEL CITIES AGENCY

ALONZO JAMISON, JR. DIRECTOR

5329 N.E. UNION AVE. PORTLAND, OR. 97211 503/288-8261 July 11, 1974

TO:

Ms. Mary E. Rowe

MARC Bookkeeper

FROM:

Inez Brewer

MARC Liaison

RE:

Petty Cash

Enclosed please find the balance of \$2 you asked for. I had to buy bus tickets out of my own pocket. Please enclose in the next pay period the amount of petty cash that was first established.

If you have further questions, please contact me.

Thank you.

IF

cc: Author/Brewer

tah

JUL 16 1974

MODEL CITIES



DEPARTMENT OF PUBLIC SAFETY

CHARLES JORDAN COMMISSIONER

MODEL CITIES AGENCY

ALONZO JAMISON, JR. DIRECTOR

5329 N.E. UNION AVE. PORTLAND, OR. 97211 503/288-8261 July 19, 1974

Walter Fuhrer
Executive Director
Multnomah Association for Retarded
Citizens
718 West Burnside
Portland, Oregon 97209

Dear Mr. Fuhrer:

This letter is to confirm the operating conditions and planning for the Community Mental Retardation project, of which MARC continues as the operating agency, discussed with you and Mary Heim by myself; Sol Peck, Model Cities Health Planner; and Phil Eggert of my staff.

As you know, funding of \$11,000 has already been authorized by CDA and City Council for the project for the period 7/1/74 through 3/31/75. On 7/16/74 the CPB did approve the addition of \$15,000 to this budget, making a total of \$26,000 that would be available for the Community MARC-STAR project, for this operating period. As you know, the additional \$15,000 must be approved by City Council; we anticipate this happening within the next two to three weeks.

With respect then to the questions of your July 2, 1974 letter, let me comment as follows:

1. We would hope and urge that you complete the one year lease agreement with Mr. John Goss, if you feel he will not accept a 9-month lease. However, CDA can only pay 9 months of the lease (which represents the operating period of the project as far as we are financially concerned). We trust that you will be able to obtain a commitment of money for the remaining three months, as you indicated to Mr. Peck you are attempting. The balance of funds from the Third Action Year Extension (fourth operating year) has already reverted to the general funds, and is part of the monies making up current operating year allocations.

Since the operating period now for all our projects carry through until 3/31/74, I anticipate that your hiring contracts will be for 9 months -- as far as we are concerned; any additional time, after 3/31/74 would be a separate agreement and would depend upon your having alternative/supplemental funds.

As agreed upon in prior discussions, the designation of the Goss House, as an "activities center" seem to offer the greatest flexibility.

Within this designation, we are anticipating that the premises would --

- house the project staff;
- 2. provide a meeting place for the Parents' group;
- provide for a range of planned activities for those individuals in the community identified as "developmentally disabled" and wanting to participate in the program.

I do understand that there is a special effort to provide services for those age 16 and over, who seem to have little available. I also understand that the active parents have expressed a need and desire for group home. We would anticipate that this need could be clarified and planned around this period, with the idea that some financial commitments for such a facility could be identified and pursued. The project budget from our standpoint, does not and cannot reflect "residential care services."

I am assuming that you are continuing the employment of Mrs. Inez Brewer, who the employment advisory group originally hired. If you anticipate, with the additional \$15,000, other staff, I would presume that this need would be reflected in the budget and would reflect the agreement of the Parents' group. I assume also that the advisory committee who recommended hiring of Mrs. Brewer would continue to act in this capacity, in the hiring of additional supervisory staff, if the latter is indicated. In such hiring, I believe that the STAR Parents have indicated some weight be given to community/minority persons, in recruitment. I personally see no need for additional staff at this time.

I wanted to add that should you expedite a lease with Mr. Goss, we need a copy of it for our files, and I would appreciate your forwarding it to me.

I hope this answers your questions, and look forward to a productive project period.

If you have any further questions, please feel free to contact Mr. Peck, who continues to work in a consultative capacity with you.

AL JAMISON DIRECTOR

Singerely,

AJ:ce

cc: S. Peck

I. Brewer

Official Files



DEPARTMENT OF PUBLIC SAFETY

CHARLES JORDAN COMMISSIONER

MODEL CITIES AGENCY.

ALONZO JAMISON, JR. DIRECTOR

5329 N.E. UNION AVE. PORTLAND, OR. 97211 503/288-8261 July 19, 1974

Walter Fuhrer Multnomah Association for Retarded Citizens 718 West Burnside Portland, Oregon 97209

Dear Mr. Fuhrer:

In the coming months all agencies funded by Model Cities for fiscal year 1975 will be featured in the Model Cities Newsletter.

Our Information Specialist, Mr. Darnell Lowery, will be calling you to set up interviews to get information about your agency and its operation.

I request your cooperation when called upon. I feel that the publicity and visibility from such an article is another tool in making your agency a more "marketable one".

See you in the paper!

Ame <

AL JAMISON DIRECTOR

AJ:ce

cc: E. Robertson

D. Lowery

Official Files

Organizations of parents and friends, to help all the mentally retarded. wherever they are, regardless of race, color, creed or age

MULTNOMAH



CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

Walter Fuhrer **Executive Director**

July 15, 1974

Mr. Alfred Jamison, Director Portland Model Cities 5329 N.E. Union Ave. Portland, Oregon 97211

Dear Mr. Jamison:

Your memorandum of July 8, 1974 with copies of the Projects Component of the Transition Plan and Working Draft II were received today (7/15/74).

We have reviewed all items, especially Morking Draft II. We believe revisions thereto have been incorporated pursurant to the recent Agencies meeting. We believe the component to be satisfactory and appropriate in all respects.

We would like to repeat our suggestion made in the Agencies meeting, viz., that a Legislative and/or Governmental Action Committee be organized forthwith for assistance to or leadership in appropriate and related efforts as set forth and indicated in the Working Draft.

Sincerely,

Walter Fuhrer

Executive Director

WF/ba

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JUL 16 1974



Agency

A Non-Profit Tax-Exempt Management

Retarded Children CAN Be Helped!

MULTNOMAH-CLACKAMAS ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

Member Agency UGN

July 25, 1974

MEMO TO:

Inez Brewer

FROM:

Walter Fuhrer - Executive Director

SUBJECT:

In the matter of the Model Cities-MARC Community Mental Retardation Project (of which MARC continues as the Operating Agency), and funded for \$11,000.00, I confirm your employment as the Community Liaison Person, continuing to offer and provide the services thereunder to the Model Cities Neighborhood Area as in the past. In the event of the City Council's approval of the additional amount of \$15,000.00, allocated by CPB, we together with assistance and concurrence by the Parents' Advisory Committee plan for and implement the programs and activities to be carried out through the "Goss Activity Center." The "new combined budget" (\$11,000 and \$15,000) follows and is similar to the budget of \$26,352 submitted last year, except it will provide for "Supervisor of Activity Center" instead of "Teacher-Supervisor." This maintains the original concept in provision for a Community Liaison Person and Supervisor of an Activity Center. The employment of a Supervisor will be reflected by an agreement with Parents' Advisory Committee.

To carry out the purposes for involvement and participation of the Parents, I would appreciate your assistance on the following:

- 1. Organize Parents' Advisory Committee, including officers for intent and purposes under the Project:
 - a) Concurrence on your employment.
 - b) Involvement with MARC and you in planning for programs and activities under "Activities Center" in relation to present budget, and additional funds allocated by CPB on approval by City Council.
 - c) Planning for continuation of Project after March 31, 1975, including securing of financial commitments for continuation of Project after March 31, 1975.

L. CLIVED JUL 2 9 1974 MODEL CITIES

Page Two Inez Brewer

Upon organization of Committee, please call a meeting in order that complete understandings may be concluded between Committee, you and myself for a productive period, and such other things of mutual concern.

I want to establish the best possible working relations and understandings with Advisory Committee in and for joint effort to meet some of the needs in spite of limited financial support.

Please let me know if you approve of and accept the foregoing.

Of course, I shall also appreciate your comments and recommendations concerning programs and activities for presentation to the Advisory Committee.

I am notifying the appropriate City-County Agencies (Health, Fire, Sanitation) that the premises will neither constitute nor provide for "Residential Care Facilities"; that the premises will be used in the area of "Activities." We shall have to define and interpret this term in relation to use and purpose of the house - occupancy, number, times, etc., etc.

Before I contact the Agencies, I suggest you and I review the matter. Could you come in next Monday morning, July 29? Please give your message to Barbara or Mildred. Thanks, Inez.

WF: ms Enclosure

cc: Al Jamison Sol Peck Mary Hein WF (1)

P.S. I believe it would be well to invite Mr. Jamison and Sol Peck to our first meeting with the Parents' Advisory Committee. It is understood, of course, that interested and concerned Parents, in addition to A.C. members, are invited too.

RECEIVED

JUL 29 1974

Organizations of parents and friends. to help all the mentally retarded. wherever they are, regardless of race, color, creed or age

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CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

July 25, 1974

Walter Fuhrer **Executive Director**

> Mr. Al Jamison, Director Portland Model Cities Agency 5329 N. E. Union Avenue Portland, Oregon 97211

Dear Mr. Jamison:

I seek herewith to reply to your letter of July 19 on the report of the recent conference between you and our Mrs. Mary Hein, and on pertinent areas for full understanding regarding the Community Mental Retardation Project.

1. Re Lease Agreement with Mr. John Goss: On initial contact, I was informed "agreement for and possession of premises" had been reached with representatives of Parents and M.C. and to begin on June 15, 1974.and to begin on June 15, 1974. Negotiations between us provided for a one-year lease (in lieu of two or three years as proposed, from June 15, 1974 to June 30, 1975). Mr. Goss has accepted a 9 months' lease beginning June 15 at \$142.50 per month. However, to place the time period of the lease of 9-1/2 months into 9 months as per your letter, the lease agreement will provide for 9 months at \$150.45 per month.

Mr. Goss and I have reached an understanding regarding possession of the premises as of June 15, or the lease ending on March 31, 1975, with option to continue possession and use of the premises for time and terms agreed upon, but all conditioned on funds available for continuation of the project after March 31, 1975.

- 2. Hiring of Personnel, and all matters incident to the Project as represented by the Second MARC-MC Budget - July 1, 1974 to March 31, 1975 (attached) is and will be for the period indicated. Upon receipt of your approval of item No. 1 and Second Budget, we shall expedite the lease with Mr. Goss.
 - 3. The intent and purpose of the Project and Goss House:
 - a) Serve in the areas of "Activities Center"
 - b) House the project staff
 - c) Provide a central meeting place for Parents' group

Helped!



- d) Headquarters for community inter-action and relationships in planning for a service to the developmentally disabled and disadvantaged persons and such other efforts for their welfare.
- · The premises shall not serve in capacity for and in use as a residential care facility.
- 4. The employment of Mrs. Inez Brewer as Community Liaison Person is continued as of July 1, 1974. In this capacity, she will direct the daily operations of the Center under programs and activities approved by MARC in consultation with and reflecting concurrence by Parents' Advisory Committee.
- 5. Additional funds approved by CPA: On approval of City Council, a new budget will be prepared, with counsel and assistance provided by Sol Peck and Parents' Advisory Committee to reflect the total allocated funds of \$26,000 in service for agreed upon activities.

Sincerely

Walter Fuhrer Executive Director

WF: ms

Enclosure

cc: Sol Peck
Inez Brewer
John Goss
Mary Hein
WF (1)



(SECOND) MARC - M-C BUDGET

July 1, 1974 to March 31, 1975

		177			
Salaries	Month	1y % c	of Time	Months	Cost
Community Liaison Person and/or Project Director	700.0	0 1	LOO	9	\$6,300.00
Fringe Benefits -					
	5.8 2.24 .005	,			
(ap.)	9.00%				567.00
					\$6,867.00
Rental (9 mos. at 150/45 j	ner mo.)	1,354.05			
Travel	per mo.,	450.00			
Insurance (Liability, Bond	d. etc.)	350.00			
Consumable Supplies	-,	250.00			
Telephone and Utilities	450.00			¥	
Consultive - Accounting	850.00				
Rental: Equipment - Office	250.00				
and activity Cen					
Misc. and Repairs to meet		<u>178.9</u> 5			4,133.00
		¥	Y		
•		Total Bud	lget		\$11,000.00

WF: ms 7-25-74

RECEIVED
JUL 29 1974
MODEL CITIES



Organizations of parents and friends, to help all the mentally retarded, wherever they are, regardless of race, color, creed or age

Walter Fuhrer

Executive Director





CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

August 12, 1974

Mr. Al Jamison, Director Portland Model Cities 5329 N. E. Union Avenue Portland, Oregon 97211

Subject: Licensing of Premises at

114 N. Wygant - Mental Retarda-

tion Community Project

Dear Al:

We encounter road blocks and obstacles with City Agencies concerning use and occupancy of dwelling at above address. We believe Building Division, Fire, Sanitation are removed, subject nevertheless to City Planning Commission and City Council action.

Our proposal to City Planning has been that use of dwelling is limited to:

- a) A place for Parents to meet periodically
- b) A desk with telephone, etc. for Community Liaison Worker
- c) An Activities Center, limited in concept as compared to regularly known Centers, and dependent on City Council's approval on the \$15,000 allocation. The premises presently are zoned for A-2-5, single family dwelling.

City Planning proposes that we must go through regular channels to provide for change of zone from A2-5 to F-2 in order to accommodate "Office" for Liaison Worker, meeting place for Parents, and an Activity Center, or request for change by Variance from Zoning Ordinance to C-2, and to include Occupancy change for use of dwelling, involving drawings, blueprints, plus a few more items. Regardless of accepted procedure, the time to obtain whatever change is in excess of three months!! This would bring us to on or about December 1, and the project ends four months later!

Mr. Spencer Vale represents the City Planning Commission regarding above matters.

I would like to suggest: Because of the envisioned "limited" use of the dwelling (although the additional allocation of \$15,000 will delete "limited" for expanded services as an Activity Center) that Model Cities CPB and Director prevail on City Planning Commission and City Council

Retarded Children CAN Be



AUG 13 19/4

August 12, 1974

Page Two M r. Al. Jamison, Director

for an exemption from the regular requirements for Zone Change and/or Variance and permission to proceed in operation for an use of the premises for the few months involved.

Another item: Regardless of it all, the matter of off-street parking is involved. I could not state the number of automobiles to be parked on N. Wygant - probably not over 4 - 5 at any one time. Mrs. Brewer would be more knowledgeable about this. If a "number" of cars are to be involved, then City Planning would insist on other provisions for parking space adjacent to or in vicinity of the property.

I would appreciate your response, comments and direction.

Sincerely,

Walter Fuhrer

Executive Director

WF: ms

cc: Sol Peck Inez Brewer

WF (1)

Organizations of parents and friends, to help all the mentally retarded, wherever they are, regardless of race, color, creed or age

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CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

August 16, 1974

Waiter Fuhrer
Executive Director

Mr. Al Jamison Mr. Sol Peck Portland Model Cities 5329 N. E. Union Portland, Oregon 97211

Gentlemen:

On inquiry yesterday (several since August 1 to City Commissioners Jordan, Ivancie and Schwab) regarding City Council action on and approval of the \$15,000 allocation, I was informed by Mr. Jordan:

- "Matters" not received in time for Agenda of August 7 or 8;
- "Matters" received but were not on Agenda for August 14-15;
- Subject will not be on Agenda for August 21-22, due to absence of Mayor Goldschmidt and "I (Jordan) need his vote."
- Subject"may be" on Agenda for August 28-29, if not, then on September 4-5.

We had scheduled interviews next week for Director of Activities in the plan to "rev up and get going" by September 1. I am disturbed by Mr. Jordan's statement: "I need his (Mayor's) vote." I understood City Council's approval was a formal matter only. I would appreciate your comments and direction. I am loathe to proceed under the present circumstances.

Thank you.

Sincerely,

Walter Fuhrer

Executive Director

ALIG 19 1974

Retarded Children CAN Be

Helped!

Member

Agency

WF: ms

cc: Inez Brewer

August 19, 1974

Mr. Sol Peck Portland Model Cities 5329 N. E. Union Ave. Portland, Oregon 97211

Dear Sol:

Mrs. Faye Lyday informs me that plans are progressing on "rejuvenation" of Union Avenue; that Model Cities is committed towards this goal.

In meeting last Friday with officers of Thrift Village, Inc. (Seattle, Washington), operators of our Value Village Store on 82nd Avenue, I apprised them regarding the Union Avenue proposal, on the proposition of establishing a store on the Avenue for three-fold purposes: a) to receive goods, items, merchandise; b) sale of merchandise; c) proceeds to help support activities - MARC-M.C. - in neighborhood.

I have in mind the Store-Facility could provide for an activity center's training for employment, etc. You will recall that two years ago, we transported 10-12 enrolless from Neighborhood to the Store on 82nd, but the Parents Group felt the "activities" should be closer to home instead of "cross-town"; the project, although successful, was dropped.

Please keep me informed on progress and status re the Avenue. Or, does a committee exist to whom I can address the possibility of a Store-Facility?

Sincerely,

Walter Fuhrer Executive Director

WF: ms

cc: Al Jamison, Director Inez Brewer

WF (1)

Organizations of perents and friends, to help all the mentally retarded, wherever they are, regardiess of race, color, creed or age

Walter Fuhrer Executive Director MULTNOMAH



CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

August 22, 1974

Mr. Carl E. Simington, Director Manpower Planning and Administration Div. Human Resources Bureau 620 S. W. Fifth Avenue Portland, Oregon 97204

Dear Mr. Simington:

In the matter of the City's Comprehensive Employment and Training Program Plan FY-75, and with reference to our recent letter, I would appreciate a meeting with you for review of the Plan, The New Manpower Act as signed into law and such other matters appertaining thereto with regard to the Mentally Retarded -Developmentally Disabled persons and their inclusion in the area of services tailored to their needs. I am asking Mr. Robert Stuva, Executive Director of Portland Habilitation Center, to join me in meeting with you. Please let me know at your earliest convenience.

Sincerely,

Walter Fuhrer Executive Director

WF: ms

: Mr. Robert Stuva

AUG 23 1974



Agency

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Organizations of parents and friends, to help all the mentally retarded. wherever they are, regardless of race, color, creed or age

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CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

August 23, 1974

Walter Fuhrer **Executive Director**

> Mr. Al Jamison, Director Mr. Sol Peck, Health Planner Portland Model Cities 5329 N. E. Union Portland, Oregon 97211

Gentlemen:

In the matter of the MARC-Umbrella Agency Project #11-07 located at 114 N. Alberta Street, Portland, as funded in the amount of \$11,000 effective July 1, 1974, and with an additional allocation of \$15,000, subject to formal approval by Portland City Council for expansion of the limited operations under the \$11,000 grant, we desire to inform you more explicitly what is envisioned and planned under "expansion."

It must be remembered that for the FY 1973-74, Mrs. Inez Brewer was employed as the "Outreach and Liaison Person" to the Community, including the Parents involved in the federally funded STAR Demonstration project. Under the FY 1974-75, Mrs. Brewer continues in capacity as indicated but because of the limited allocation of \$11,000, she also doubles as director of the project at 114 N. Alberta. It is somewhat inconvenient for Mrs. Brewer to exercise both roles, and thereby prejudice the capacity and specific competence of her responsibilities as Community Liaison Worker.

The allocation and approval of the \$15,000 amount would, among other things, provide for:

- A Director, full time, for the activities and programs at 114 N. Alberta Street.
- Enrollment would be increased from 8-10 persons to 15-20 persons, 16 years and up, and provide for expanded services in the areas of:
 - Recreation, day and evening;
 - Teaching of: self-skills, including pre-vocational requirements, requirements, personal skills, self-grooming,

Retarded



Agency

work routines to provide punctuality, personal responsibilities, meeting the public, inter-personal attitudes - all things and items for the development of the maximum potential of the person through beneficial activities.

The whole emphasis of the project-program is for assistance and service to those mentally retarded-developmentally disabled persons - youths - who are not in full-time work or school situations and who have been denied opportunities experienced by their more fortunate peers. The goal is to enhance the overall skills of as many youths as possible under increased funding to the end that these youths ultimately may become independent as possible and able to assume the status of contributors to the economy of the community instead of charges on the taxpayer.

Essential to the original plan for assistance to Parents in the areas of Counseling, Information and Referral to available community resources, and other important matters, Mrs. Brewer should and ought to reassume her competency and availability as Community Liaison Worker.

Sincerely,

Walter Fuhrer

Executive Director

WF: ms

cc: Mrs. Inez Brewer

August 22, 1974

Mr. Al Jamison, Director Mr. Sol Peck, Health Planner Portland Model Cities 5329 N. E. Union Avenue Portland, Oregon, 97211

Gentlemen:

I am sending along a copy of my letter addressed to Carl E. Simington, Director, City Manpower Planning and Administrative Division. I assume you are familiar with and have reviewed the City's Comprehensive Manpower Plan, submitted to Department of Labor for funding. The plan does not specifically deal with service to the mentally retarded and developmentally disabled persons; nevertheless our contacts in Washington, D.C. assure us that our concerns should and ought to be included under the Manpower Act—hence, my message to Simington. We also have scheduled a meeting with John M. Mills, Acting Administrator of the Multnomah-Washington Manpower Consortium regarding our concerns in the Consortium's plans.

I would appreciate your comments, recommendations and directions in the ways and means on provision of services to our concerns in MNA under City's plan. I would appreciate a joint effort approach, if your plans include involvement of MNA residents.

Sincerely,

WF: ms

Walter Fuhrer Executive Director August 22, 1974

10 Books 5

Mr. Al Jamison, Director Mr. Sel Peck, Health Planner Portland Model Cities 5329 W. E. Union Avenue Portland, Oregon, 97211

Geatlemen:

I am sending along a copy of my letter addressed to Carl B. Simington, Director, City Manpower Planning and Administrative Division. I assume you are familiar with and have reviewed the City's Comprehensive Manpower Plan, submitted to Department of Labor for funding. The plan does not specifically deal with service to the mentally retarded and developmentally disabled persons; nevertheless our contacts in Washington, D.C. assure us that our conterns should and ought to be included under the Manpower Administrator of the Multiomah-Washington Manpower Consortium regardance our concerns in the Consortium's plane.

I would appreciate your commendations and directions in the ways and means on provision of services to our concerns in MMA under City's plan. I would appreciate a joint effort approach, if your plans include involvement of MMA residents.

Sincerely,

Walter Fuhrer Executive Director

BU : TW

Organizations of parents and friends. to help all the mentally retarded, wherever they are, regardless of race, color, creed or age

Walter Fuhrer **Executive Director** **MULTNOMAH**



CLACKAMAS

ASSOCIATIONS FOR RETARDED CHILDREN

718 W. Burnside - Portland, Oregon 97209 - 223-7279

September 6, 1974

Mr. Al Jamison, Director Model Cities Program 5329 N. E. Union Avenue Portland, Oregon 97211

Dear Mr. Jamison:

Enclosed you will find our August, 1974, report on the Mental Retardation Community Project, No. 11-07.

Sincerely yours

Executive Director

WFmeh

SEP 09 1974



Helped!



Agency

citizens planning board



portland model cities

CITY DEMONSTRATION AGENCY 5329 N.E. UNION AVENUE PORTLAND, OREGON 97211

288-8261

SEP 2 3 1974

September 20, 1974

Dear Operating Agency Director:

On Tuesday, September 24, 1974, at 9:00 a.m., the Portland City 'Council will hold a Pre-Council Hearing on the Model Cities' Budgets and the Transition Plan. The hearing will be held in the Council Chambers on the first (1st) floor of City Hall.

It is very important that <u>all</u> Model Neighborhood Residents and Operating Agency Directors be in attendance at this meeting to voice their concerns and give input on these two (2) items.

Please notify all Operating Agency clients who are receiving services from your agency as to the Council Hearing.

Transportation will be provided by Model Cities' Citizens Participation Department, call 288-8261, extensions, 23, 35 or 40, before 5:00 p.m. on Monday, September 16, 1974.

Sincerely,

James Loving

Chairman

Budget Review

Committee

JL:glm

9/23/74

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SEP 25 1974

Organizations of parents and friends, to help all the mentally retarded, wherever they are, regardless of race, color, creed or age

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CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

Walter Fuhrer Executive Director September 23, 1974

Mr. Alonzo Jamison, Director Portland Model Cities Neighborhood Area 5329 N. E. Union Avenue Portland, Oregon 97211

Subject:

Response to Audit Report of Multnomah Association for Retarded Children, Inc. for the Period June 16, 1972 through June 15, 1973 - Contract No. 13626, Andrew L. Branch & Co. P.S., Seattle, Washington.

Dear Mr. Jamison:

Due to circumstances involving STAR Project, its Audit findings, conciliation and settlement thereof with U. S. Health, Education and Welfare, we have been somewhat delayed in responding on review of the Report.

Finding Number 4 - Other

- STAR Project: As indicated and supported by independent audit prepared by Jewell Lansing Associates, Certified Public Accountants, Portland, there is due and owing Portland Model Cities the sum of \$4,380.00 representing overpayments made to STAR on billings and statements submitted to MARC. MARC's check in the amount of \$4,380.00 is enclosed.
- Pilot Education (page 9 of Audit): There is indicated over-payment to Pilot Education in the amount of \$684.12 for reasons stated by Audit. MARC sought reimbursement from Pilot Education Program. We were advised by Duncan-Bowen, Certified Public Accountants for and on behalf of Pilot Education Program that the matter of overpayment, and our request for reimbursement, would be resolved and disposed of between Duncan-Bowen and Model Cities. This information was not reduced to writing, but is based on verbal instructions from Bowen-Duncan; the MARC therefore is absolved from all responsibilities as may be indicated by the report.

Audit Findings for Prior Examination Period

- Finding Number 1 - Cash Disbursements: Vouchers are examined by Head Bookkeeper and Executive Director for completeness, accuracy, required

Retarded Children CAN Be

(UN) Agency

Member

SEP 25 1974

September 23, 1974

Page Two Mr. Alonzo Jamison

authorizations with formal approval by Executive Director and Association's Treasurer. Lease agreements, contracts (except as noted) are on file. At this time no consulting services are included in contract payable to an individual. MARC receives funds for bookkeeping services and consultive assistance. All acts and actions in performance of contracts with Model Cities (and State agencies) were approved and authorized by MARC's Board of Directors.

- Finding Number 2 Payroll: Personnel files upon appropriate revisions include pay rates, vacation provisions, job descriptions, employment applications, personal data, term of service, etc. Time sheets are prepared and used as basis for payroll purposes.
- Finding Number 3 Cash Disbursements: The references to bus rentals in the Report were assumed by the Umbrella Agency Project for two months in order to continue the service for the summer. The service had previously been provided by another contract. There were contracts and lease agreements for these busses; the service indicated was originally set up for the transportation service. This summer service was wholly approved by Portland Model Cities.

We subscribe to Accountants' remarks, as reported in second paragraph of letter, dated April 24, 1974, in all respects.

Sincerery

Walter Fuhrer Executive Director

WF: ms

Check enclosed

cc: Mrs. Mary Hein

MULTNOMAH ASSOCIATION FOR RETARDED CITIZENS (UMBRELLA)

718 WEST BURNSIDE ST.

· :1230 ··· 0011:

223-7274

PORTLAND, ORE. 97209

September 23, 1974

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DAY TO THE LORDER OF City of Portland, Model Cities

\$4,380.00

Sour Showand Shree Hundred Eight, and oolloo

Dollars

MAIN OFFICE, P. O. BOX 4412 UNITED STATES NATIONAL BANK OF OREGON PORTLAND 97208

MULTNOMAH ASSOCIATION FOR RETARDED CITIZENS (UMBRELLA)

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audit Reporce

Organizations of parents and friends, to help all the mentally retarded, wherever they are, regardless of race, color, creed or age

MULTNOMAH



CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

Walter Fuhrer Executive Director

September 23, 1974

Mr. Alonzo Jamison, Director Portland Model Cities Neighborhood Area 5329 N. E. Union Avenue Portland, Oregon 97211

Subject:

Response to Audit Report of Multnomah Association for Retarded Children, Inc. for the Period June 16, 1972 through June 15, 1973 - Contract No. 13626, Andrew L. Branch & Co. P.S., Seattle, Washington

Washington.

Dear Mr. Jamison:

Due to circumstances involving STAR Project, its Audit findings, conciliation and settlement thereof with U. S. Health, Education and Welfare, we have been somewhat delayed in responding on review of the Report.

Finding Number 4 - Other

- STAR Project: As indicated and supported by independent audit prepared by Jewell Lansing Associates, Certified Public Accountants, Portland, there is due and owing Portland Model Cities the sum of \$4,380.00 representing overpayments made to STAR on billings and statements submitted to MARC. MARC's check in the amount of \$4,380.00 is enclosed.
- Pilot Education (page 9 of Audit): There is indicated over-payment to Pilot Education in the amount of \$684.12 for reasons stated by Audit. MARC sought reimbursement from Pilot Education Program. We were advised by Duncan-Bowen, Certified Public Accountants for and on behalf of Pilot Education Program that the matter of overpayment, and our request for reimbursement, would be resolved and disposed of between Duncan-Bowen and Model Cities. This information was not reduced to writing, but is based on verbal instructions from Bowen-Duncan; the MARC therefore is absolved from all responsibilities as may be indicated by the report.

Audit Findings for Prior Examination Period

- Finding Number 1 - Cash Disbursements: Vouchers are examined by Head Bookkeeper and Executive Director for completeness, accuracy, required

Retarded Children CAN Be

SEP 25 1974



September 23, 1974

Page Two Mr. Alonzo Jamison

authorizations with formal approval by Executive Director and Association's Treasurer. Lease agreements, contracts (except as noted) are on file. At this time no consulting services are included in contract payable to an individual. MARC receives funds for bookkeeping services and consultive assistance. All acts and actions in performance of contracts with Model Cities (and State agencies) were approved and authorized by MARC's Board of Directors.

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Sincerely

Walter Fuhrer Executive Director

WF: ms

Check enclosed

cc: Mrs. Mary Hein

MULTNOMAH ASSOCIATION FOR RETARDED CITIZENS (UMBRELLA)

718 WEST BURNSIDE ST. 223-7274

PORTLAND, ORE. 97209

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Organizations of parents and friends, to help all the mentally retarded, wherever they are, regardless of race, color, creed or age

MULTNOMAH



CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

October 8, 1974

Walter Fuhrer Executive Director

> Mr. Alonzo Jamison, Director Portland Model Cities 5329 N. E. Union Avenue Portland, Oregon 97211

Dear Al:

I want to talk to you about two items regarding the MARC-M.C.-STAR Parents Activities Center at 114 N. E. Alberta Street. On Friday last, with appropriate notice, the Parents' Committee was convened to receive information on City Council's action on approval of our budget, for notification on applicants for Director of the Center and time for interview, and planning on implementation of the expanded project. Three Parents attended, along with Sol Peck, Inez Brewer and myself. It was agreed that interview of applicants - Director and Aide - would be held last night, 7:00 P.M.

Mrs. Brewer again notified Committee members via telephone and verbally. Three Parent members attended - the same "regulars" as on last Friday. These members were reluctant to select the Director. Another meeting is scheduled for an evening of this week; hopefully more parent-members will attend this next meeting for final interview of and selection of Director.

To avoid further delay in matters too long delayed for implementation of the project as provided by the budget, approved by C.P.B., you and City Council, I notified the meeting last night that in the event the next meeting of Parent-members resulted in positive action, I would exercise the right and privileges of the Operating Agency to select and hire the Director. Parent-members in last night's meeting sided with me and agreed that this was necessary. I sincerely trust you also will approve.

It was reported that Model Cities now had available two busses. The Center will need the services of one bus for two hours per day, Monday through Friday, and two hours on Saturday afternoons. (It was decided that the Center would be in operation: 9:00 A.M. to 6:00 P.M., Monday through Friday, and from 1:00 P.M. to 5:00 P.M. on Saturdays during the winter months. The Center will not be open from 6:00 to 8:30 P.M. during

OCT 1 0 1974

Retarded Children CAN Be Helped!



October 8, 1974

Page Two Mr. Alonzo Jamison, Director

the week as originally planned. Therefore, we request one bus for Center's use and purpose. We believe the budget provides sufficient assistance to meet the costs of one driver, oil and gasoline - and also insurance, if not provided by Model Cities. Please advise.

I also would like to meet with you regarding plans for funding of the project after March 31, and possible funding as of July 1, 1975 through Mental Health Division's budget or appropriations from the 1975 legislature. Thanks, Al.

Sincerely,

Walter Fuhrer

Executive Director

WF: ms

cc: Mrs. Inez Brewer

Mr. Sol Peck

Mrs. Mary Hein

WF (1)

cc: Official Files (2)
Health Planner/Peck
Office Manager/Casey
MARC Community Liaison/Brewer
Author/Jamison
tah

October 14, 1974

Mr. Walter Fuhrer, Executive Director Multnomah Association for Retarded Citizens 718 W. Burnside Portland, OR 97209

Dear Mr. Fuhrer:

In regards to yor concern of the proper procedure for selecting a director for the MARC program, I concur that if the Parents Committee cannot suggest a qualified person for your consideration that you exercise your right to select and hire the director.

I must point out that it is absolutely necessary that the Parents Committee has ample opportunity to present their choice before you make a final selection. It is the policy of this agency that adequate citizen input is absolutely necessary before matters of this nature are finalized. I trust that you will exercise your best judgment to avoid any misunderstandings. If I can be of any assistance in resolving this, please do not hesitate to call. I must emphasize that its imperative that a director be hired as soon as possible.

You have requested the use of one of our vans for your operation for two hours per day Monday through Friday and two hours on Saturday afternoons. Because of the limited number of hours this vehicle will be used per week, I will not assign a vehicle to your agency on a permanent basis. I will, however, make accommodations for the use of one of our vans for the time requested. I suggest that you or your representative contact Ms. Rae Casey, of my staff, regarding this matter and work out the details.

If you have any other questions, call me.

Sincerely,

Al Jamison Director

AJ: tah

MULTNOMAH-CLACKAMAS ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

Member Agency UGN

November 22, 1974

MEMO TO:

Alonzo Jamison, Director Portland Model Cities

FROM:

Walter Fuhrer - Executive Director

MARC

SUBJECT:

For the past three weeks. I have met with State agencies in matters of budgets and legislative matters concerning programs and services for the mentally retarded-developmentally disabled persons, especially with regard to our concerns in the M.C. area. I assume M.C.-City of Portland also are working on "legislative plans." Are these formulated? If so, I would like to meet with you, or whoever is charged to handle the matter for information and possible joint efforts during the upcoming legislature. As you know, there are several groups organized to represent "children" and services: Ecu-menical Ministries, Foster Care, Home Providers, Citizens for Children, etc. We are represented on the legislative committees of these and other organizations. I seek cooperation for a common front to plead our collective concerns at the legislature.

Also, I would like to review with you the application of Title I - Comprehensive Manpower - CETA - to the STAR Activity Center for expansion of and funding after March 31, 1975. I would believe that a Comprehensive program could be established pursuant to the provisions of Title I.

Thanks, Al.

WF: ms

Mrs. Idella Burch

WF (1)

Miss Erma Hepburn, Assistant Director Human Resources Bureau City of Portland 620 S. J. Fifth Avenus Portland, Oregon 97204

Dear Erma:

In the matter of the Comprehensive Employment and Training (CETA), we are concerned for participation and involvement of the mentally retarded-developmentally disabled persons in the City of Portland, pursuant to Congressional intent to provide job training and employment opportunities for economically disadventaged, unemployed, and underemployed. I believe our concerns would qualify in all respects as people in our society who cannot make it without public help.

I would appreciate your assistance in making known to me the guidelines, mechanica and procedures for proper referral of the persons indicated.

I would also like to review with you the application of the programs of Title 1 of CETA for service and assistance to the M.R./D.D. My concerns here include specifically residents of the Model Cities area. Thank you, Erma.

Sincerely,

. 7

Walter Fuhrer Executive Director

سF: ma

cc: Robert E. Cassidy

Al Jamison

NOV 2 0 1974



DEPARTMENT OF PUBLIC SAFETY

CHARLES JORDAN COMMISSIONER

MODEL CITIES AGENCY

ALONZO JAMISON, JR. DIRECTOR

5329 N.E. UNION AVE. PORTLAND, OR. 97211 503/288-8261 December 19, 1974

Walter Fuhrer, Director
Multnomah Association for Retarded
Citizens
718 West Burnside
Portland, Oregon 97209

Dear Mr. Fuhrer:

As you are aware, the Multnomah Association for Retarded Citizens (MARC) Project is scheduled for termination of Model Cities funds on March 31, 1975. Between now and that date it will become increasingly important for Model Cities to identify its current costs and all "obligations to pay" for the purpose of planning and obtaining data necessary for reports required by the Department of Housing and Urban Development, our funding agency.

The purpose of this letter is to request that you identify and forecase costs for the MARC Project in order that we can fulfill the abovementioned requirements. We feel that analyzing your budget and anticipated future expenses at this time will not only be helpful for Model Cities but also for yourself as a planning guide. The following are those areas of concern which Model Cities request your response:

I. Specific Category Analysis #20 - Contracted Services MARC has budgeted \$2,869.00 for Consultation and Administrative bookkeeping, however, no costs have been incurred in this category through November 30, 1974. Please describe the type of services, dates, and approximate cost of any service you plan to include in this category.

#65 - Furniture & Equipment (Purchase)
Check with me before purchasing any equipment in the
future. We may be able to avoid buying some equipment
which may already on hand at the Model Cities Agency.

II. Categorial forecast Please forecast the costs for MARC by category for the months of December, 1974 and January, February, and March 1975 using the attached form. (See Attachment A). Page - 2 -Walter Fuhrer, Director MARC

- Please list the current employees of your project who are receiving any portion of their salary from the Model Cities grant. (See Attachment A). In addition, any future position openings, which are not listed in your budget, must be submitted for my review and approval/disapproval before hiring a person to fill that opening.
 - IV. Third party contracts and consultants Before entering into any contracts for services provided by a third party, you must submit a request for my review and approval/disapproval.

Also, attached for your information is a recent newspaper article detailing Commissioner Jordan's concerns about the Model Cities spending pattern. (See Attachment B).

Please submit your response in writing to my attention on or before Wednesday, January 8, 1975. Again, we feel that taking the time now to analyze your budget will prove to be very beneficial to both MARC and Model Cities in future months. If you have any questions concerning this request, please contact me as soon as possible.

Sincerely,

AL JAMISON DIRECTOR

PE:AJ:ce

Attachments:

cc: Commissioner Jordan
Bob Jones/City Grants Acctg.
Information/Evaluation

Phil Eggert
Official Files (2)

Mrs Courehore Most of Most of Market and Market Jo Mondand Daniel Danie Wice by D Where it, some ass ister Per my request by phone,

METSTAL HEALTH DIVISIE?

MEMORANDUM

DATE: October 24, 1974

TO:

Activity Center Directors

Gerry E. McGee, Ed.D.

FROM:

Don Trumbull, Specialist

Day Training Programs

Programs for MR/DD

SUBJECT:

Activity Center Administrative Rules

Attached are the Administrative Rules for the operation of activity centers which have been forwarded to the Secretary of State's office.

The formal announcement of their pending adoption will be November 1, 1974 and we anticipate the adoption to take place November 20, 1974.

I'd like to thank you for your assistance in developing these standards and your patience their official adoption.

DT:hm Enclosure

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ADMINISTRATIVE RULES

NL	JMB	ER
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DRAFT (41.005)

DIVISION IV Programs for Mental Retardation and Developmental Disabilities

SUBDIVISION 1 Contract Programs

APPROVED

- 41.005 ACTIVITY CENTERS FOR DEVELOPMENTALLY DISABLED ADULTS
 - (1) PURPOSE. This Rule prescribes standards for approval by the Division of activity centers for developmentally disabled adults.

 - (3) EFFECTIVE DATE. This Rule is effective ______, 19_____

- (4) DEFINITIONS. As used in this Rule:
 - (a) "Activity center" means an organized program that provides developmentally disabled adults daily training and activities in work, social and recreational skills as individually needed and includes any such program which is monitored by the Division under a state or federal funding agreement.
 - (b) "Developmental disability" means a <u>substantial handicap</u> which is attributable to <u>mental retardation</u>, <u>cerebral</u> palsy, <u>epilepsy</u> or other neurological conditions closely related to mental retardation and requiring similar treatment.
 - (c) A "developmentally disabled adult" (hereafter referred to as "adult") means a person 18 years of age or over:
 - (A) Who is developmentally disabled to a degree that

 prevents him from participating in competitive or

 sheltered workshop employment; or
 - (B) For whom there is no other suitable community program reasonably available.
 - (d) "Daily" means the activity center provides each adult served 5-hour program, five days a week, 235 days ? a year.
 - (e) "Division" means the Mental Health Division, Programs

 for Mental Retardation and Developmental Disabilities.

- verifying that an activity center is in conformity with

 Administrative Rules of the Division.
- (5) STATEMENT OF PURPOSE. An activity center approved under this

 Rule shall have a Statement of Purpose on file at the center

 and available for review. The Statement of Purpose shall

 include but not necessarily be limited to the following areas:
- (a) A statement of philosophy supporting the center's existance.
 - (b) (Identification of the primary population) the center will serve.
- community service.
 - (d) (Long range goal statements.
- (e) Objectives designed to meet goals.
 - program areas, i.e., work, social and recreational,

 offered by the center.
- (g) Services provided by the center in addition to required program areas.
- number of days a week, and number of weeks a year in which the center serves its population.

- *(j) An operational statement defining the role of the activity center director and his/her relationship to the Board of Directors.
- (6) ACTIVITY CENTER PROGRAM. An activity center approved under this Rule shall provide as a minimum, training and activities in work, social and recreational program areas as appropriate for each adult served.
- (a) Work skill training shall include training in skill areas necessary to satisfactorily complete specified work tasks.
- (b) Social skill training shall include training in skill areas necessary for appropriate personal appearance, acceptable public behavior, community mobility, maintenance of interpersonal relationships and communication.
 - (c) Recreation skill training shall include training in skill areas related to the meaningful occupation of leisure time on a solitary, participatory and observational basis.
 - (d) Non-training activities shall be provided as individually appropriate to maintain skills in program areas.

- under this Rule shall maintain at the center an individual file for each adult served to include:
 - (a) An initial assessment of training needs to be completed within thirty days after acceptance into the activity center;
 - (b) A written program plan based on the initial assessment of training needs, designed to meet individual needs;
 - of each written program plan to determine progress,

 effectiveness and propriety of the program;
 - (d) A written record of participation as appropriate in the determination of his/her individual program plan:
 - (e) A copy of all evaluation reports provided to the Division, other state, local or federal agencies, or other organizations;
 - (f) Any other personal reports or information that may have

 a bearing on the adult's training program, i.e., medical,

 social, psychological, etc.
 - (8) EVALUATION REPORTS TO THE MENTAL HEALTH DIVISION. The activity center approved under this Rule shall provide the following reports to the Division:
 - (a) A semi-annual individual progress assessment for each adult served on forms provided by the Division;

- (b) An annual report specifying the center's program activities on forms provided by the Division;
- (c) Other data, statistics and reports as the Division may reasonably require.
- (9) COMMUNITY INVOLVEMENT. An activity center approved under this Rule shall have on file at the center a description of an ongoing program involving the adults served in general community activities. This program should include appropriate involvement of the community in the activity center's program (such as a volunteer worker program).
- (10) ACTIVITY CENTER ADMINISTRATION. An activity center approved under this Rule shall meet the following standards of administration. Each activity center shall:
- (a) Have a Board of Directors or Advisory Board consisting of three or more members;
- (b) Be under the direction of a full-time director;
- (c) Notify the Division of the appointment of its director on forms provided by the Division;
- (d) Employ instructors as needed to achieve the activity center's stated purpose. <u>Instructional employees</u>
 shall have at least 12 hours of job-related in-service or other appropriate educational training each year.
 A record of each employe's participation in in-service educational training shall be maintained on file at the activity center.

(f) Have as a minimum the following number of paid instructional positions:

Number of Adults Served	Required Positions			
Up to 8	l full-time director			
→ 9 to 12	1 full-time director 1 half-time instructor			
→ 13 to 16	<pre>l full-time director l full-time instructor l half-time instructor</pre>			
→ 17 to 20	1 full-time director 2 full-time instructors			
Each additional 4 clients over 20	1 half-time instructor			

(g) Comply with applicable wage and hour standards.

If the activity center pays adults served less than a minimum wage for work projects covered by wage and hour standards, it must obtain and maintain an appropriate Wage and Hour Certificate and prominently display the Certificate at the activity center.

(h) Have on file at the center an annual written review of its insurance needs. It shall maintain insurance coverage as appropriate, but at a minimum it should have:

-

- (A) Liability coverage as appropriate on the activity center, Board of Directors, employees, volunteers;
- (B) Automobile liability coverage on all activity center vehicles;
- (C) Fire and extended coverage against loss of real and personal property, including activity center records;
- (D) Workmen's Compensation for all paid employees and appropriate adults served;
 - → (E) Bonding for appropriate employees;
 - (F) Coverage as appropriate for volunteer workers.
- (11) PHYSICAL FACILITIES. An activity center approved under this Rule shall:
 - (a) Be located so that it is readily available to the adults served, staff and visitors.
- (b) Maintain evidence of compliance with local and state fire, health and safety regulations;
- (c) Be adequate in size and design so as to promote efficiency, flexibility and maintenance of operations related to program requirements and the stated purpose of the activity center;

- (d) Be constructed and operated with consideration of the health and welfare of the adults served and staff, i.e., heated, ventilated, draft free, easy outside access, easy access to restrooms, controlled noise; and
- (e) Have all major activity areas and essential facilities (i.e., restroom and lunch areas) readily accessible to any handicapped person.
- (12) LETTER OF APPROVAL. Upon application to the Division by
 an activity center on forms provided by the Division, and
 upon a determination by the Division that the activity
 center is in conformity with these Administrative Rules,
 the Division shall issue a letter of approval. The initial
 letter of approval is valid from the date of issuance to the
 anniversary date of all activity center approvals. Thereafter, approval will be renewed biannually, based on
 continued compliance with this Rule.
- (13) VARIANCE. The Division may approve a variance to this Rule for reasons of demonstrable increases in program effectiveness. An activity center seeking a variance shall submit in writing the reasons for the variance and how program effectiveness will be increased. The variance will be reviewed at least annually.

- (14) EXCEPTION. The Division may grant exceptions to this Rule for up to two years. The activity center seeking exception shall submit in writing reasons the standards have not been met and a plan to achieve compliance.
- of Approval" when an activity center does not comply with
 this Rule. The Division will provide a written notice
 of the revocation which specifies the violations of this Rule.
- (16) APPEAL OF REVOCATION. The activity center may, within 30 days of revocation of the "Letter of Approval" petition for a review of the action by an Ad Hoc Committee appointed by the Administrator of the Mental Health Division. This committee shall include a director of a community mental health program, a director of an activity center and a board member of an activity center. The Ad Hoc Committee shall forward its written conclusions and recommendations to the Administrator of the Mental Health Division for final decision.

JUL 3 1974

MULTNOMAH



CLACKAMAS

MODEL CITIES

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

Walter Fuhrer July 2, 1974
Executive Director

Mr. Al Jamison, Director Portland Model Cities Area 5329 N. E. Union Avenue Portland, Oregon 972111

Dear Al:

Organizations of parents and friends,

the mentally retarded, wherever they are,

regardless of race, color, creed or age

to help all

In the matter of the MARC-M.C.-STAR Parents' project for 1974-'75 - Fifth Action Year, relative to a budget and rental of the Gilmore premises, we pose questions on which directions are obligatory, in writing before we can proceed:

- Rental of Gilmore premises: Mr. John Goss agrees to a rental for the period from June 15, 1974 to June 30, 1975 at \$140.00 per month, plus \$2.50 monthly charge for gas heater total \$142.50 \times 12-1/2 months = \$1,781.25.
- Query: (1) Shall a one-year lease be entered into and executed in light of the proposed budget of \$11,000 covering only the period of July 1, 1974 to March 31, 1974?
- Query: (2) Shall the cost for the rental of the Gilmore premises for one year at \$1,781.25 be charged to and paid out of the balance of funds on hand from Fourth Action Year?
- a) How shall this be handled: an advance for the lump sum of \$1,781.25 on MARC's request now and to be held in reserve for payment in Fifth Action Year? If answer is affirmative, the request must be included in the June 30 billing. Is a request for contract change necessary in addition to the billing?
- The Budget for \$11,000: We are instructed to prepare a budget for the period of nine months to cover the amount.
- Query: (3) Is the Project Person (Director) to be hired for nine months only?
- (4) What are the uses and purposes of the premises? Activity? Activity-Educational? Residential? Day Care? Or, a combination of all components? If the intent for the premises includes only

Retarded Children CAN Be Helped!



Agency

A Non-Profit Tax-Exempt Organization

RECEIVED

JUL 3 1974 MODEL CITIES

July 2, 1974

Page Two Mr. Al Jamison, Director

an Activity Center, the new budget is geared accordingly. If the intent includes residential services, the budget is materially affected in the areas of supervision, food, insurance, utilities, consumable supplies, etc.

Query: (5) How is the Project Person to be hired: advertisement for open positions, a screening committee, and final employment jointly between MARC-M.C.?

We shall appreciate your response in a letter to me in regard to all areas of discussion. This will serve as directions to Mrs. Hein of Staff and me in all respects for joint and mutual good understandings.

Thanks, Al.

Sincerely,

Walter Fuhrer

Executive Director

WF: ms

cc: Mary Hein Sol Peck WF (1)

c. 39-028

MULTNOMAH - CLACKAMAS ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

Member Agency UGN

November 22, 1974

MEMO TO:

Alonzo Jamison, Director Portland Model Cities

FROM:

Walter Fuhrer - Executive Director

MARC

SUBJECT:

For the past three weeks, I have met with State agencies in matters of budgets and legislative matters concerning programs and services for the mentally retarded-developmentally disabled persons, especially with regard to our concerns in the M.C. area. I assume M.C.-City of Portland also are working on "legislative plans." Are these formulated? If so, I would like to meet with you, or whoever is charged to handle the matter for information and possible joint efforts during the upcoming legislature. As you know, there are several groups organized to represent "children" and services: Ecu-menical Ministries, Foster Care, Home Providers, Citizens for Children, etc. We are represented on the legislative committees of these and other organizations. I seek cooperation for a common front to plead our collective concerns at the legislature.

Also, I would like to review with you the application of Title I - Comprehensive Manpower - CETA - to the STAR Activity Center for expansion of and funding after March 31, 1975. I would believe that a Comprehensive program could be established pursuant to the provisions of Title I.

Thanks, Al.

WF: ms

cc: Mrs. Idella Burch

WF (1)

Miss Erms Hepburn, Assistant Director Human Resources Sureau City of Portland 620 S. W. Fifth Avenue Portland, Oregon 97204

Dear Erma:

In the matter of the Comprehensive Employment and Training (CETA), we are concerned for perticipation and involvement of the mentally retarded-developmentally disabled persons in the City of Portland, pursuant to Congressional intent to provide job training and employment opportunities for economically disadvantaged, unemployed, and undersmployed. I believe our concerns would qualify in all respects as people in our society who cannot make it without public help.

I would appreciate your assistance in making known to me the guidelines, mechanics and procedures for proper referral of the persons indicated.

I would also like to review with you the application of the programs of Title 1 of CETA for service and assistance to the M.R./D.D. My concerns here include specifically residents of the Model Cities area. Thank you, Erma.

Sincerely,

⊌F: ms

Walter Fuhrer Executive Director

cc: Robert E. Cassidy

Al Jamison WF (1)

NOV 26 1974

November 4, 1974

Mrs. Idella Surch, Director STAR Activities Center 2251 N. E. Davis, Portland, Gr. 97232

Walter Fuhrer - Executive Director

I desire to re-cap and confirm items of review and discussion in the meeting of Thursday evening, October 31:

- Confirmation is certified of your appointment as Director of the STAR Activities Center
 - Employment commenced Friday, November 1, 1974.
 - Salary: #600.00 per month.
- Project terminates March 31, 1975, and your employment coases as of this date, unless project is funded for extension.
- As Director, you are in full charge of and responsible for the operations of the Center.
 - Hours are: 9:00 A.M. to 6:00 P.M., Monday through Friday of every week.
- Center's use on Caturdays not yet determined possible for spacial events. Proposal for use and supervision by paid person/ voluntaer must be submitted to this office because of budget involvement.
- Proposals for purchase of equipment, items and articles for use by Center must be submitted in writing to and receive prior approval from this office.

Note: In my absence, Mrs. Mary Hein is authorized and directed to act in my place and stead.

- Center may enroll up to 15 persons, age 16 and up.
- Geferrols may be recoived from Model Dities Community, Liteta, County, Dity and private agencies.

- Center primarily will serve the mentally retarded and davelopmentally disabled persons resident of the Model Cities area who are not eligible for any other existing program within the community.
 - Philosophy is based on the principle of normalization, which seeks to develop the kinds of experiences that will make it possible for each client to reach his maximum potential, to participate more actively and productively in the community.
 - Recommended: Four major components for service: Work related skills; daily living skills; recreation and socialization skills; community experience skills.

These components are the same for each client, but each parson should have an individual program and specific objectives. The final goal for each client is total personal growth through an active functional life.

- Director of Center is responsible for all program areas and actively plans, implements and evaluates progress of each client. Director and Mrs. Inex Brewer, Community Lieison worker to Parents and Community, will work as a team to fulfill the Center's plan for each individual.
- Reports on Cantar's activity and progress in all program areas, including implementation thereof and evaluation on progress of each individual must be submitted to this office not later than the fifth day of each month of the project; first report is due December 5, 1974.
- Center seeks wide and generous community support to continue acceptance, involvement and growth as a Center pledged in the activation and "habilitation" of individuals.

Director is encouraged to contact all community and neighborhood agancies and organizations for active and visible support of Center as an on-going agency in service of the handicepped.

- Director is encouraged to contact Portland Community College, Cascad Center, for involvement of those students seeking careers in mental reterdation and social services for practicum experiences and credits.

Contacts: James Soozer - Training and Employment Kay Toran - Social Services Page Three November 4, 1974

- Director is encouraged to make full use and availability of Multi-Service Center in all respects.
- Community support also can be given in many different ways:
- a) Donation of a specific amount of funds for matching purposes towards a reserve account for operation after March 31, 1975. All donations are tax deductible.
- b) Donation of a new or used retail item, such as equipment (replacement of present equipment), materials, or supplies.
- c) Donation of volunteer manpower involved in a one-toone or group assignment, or using personal telents and teaching of group or mini-class.

We shall send along additional suggestions for use under "Daily Living" and other skills.

WF: ma

cc: Mary Hein Sol Peck Alonzo Jamison WF (1) C-38-02Be

Mr. Jamison Mr. Casey Mr. Ducker Mr. Brewer October 15, 1974.

Mr. Al Jamison 5329 N.E. Union Avenue Portland Model Cities Portland, Oregon 97211

Dear Mr. Jamison;

Since the meeting with Mr. Fuhrer and the parents, there was another meeting. The parents were quite excited about the possibility of being able to have transportation. Full time transportation would mean we could expand our services into field trips and recreational activities, parties and occasional dances.

We would like to emphasize two hours a day would not be enough time to get the young people to and from the Activity Center, as they are quite scattered and far apart.

We would like to have the van full time and will maintain it, secure insurance - whatever is necessary.

We should be able to hire a director this week or next week, hopefully so the Director would drive part time. We had hoped Mr. Wells would be able to do part of the-driving, but Ms. Casey said he might have to work some time the Activity Center might need him.

We would like to employ a driver from the Senior Adult Service Center. We will contact Mr. Southwell to see who he would recommend if we can have the van full time.

Sincerely,

Inez Brewer

Organizations of parents and friends, to help all the mentally retarded, wherever they are, regardless of race, color, creed or age

MULTNOMAH



CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

October 8, 1974

Walter Fuhrer Executive Director

> Mr. Alonzo Jamison, Director Portland Model Cities 5329 N. E. Union Avenue Portland, Oregon 97211

Dear Al:

I want to talk to you about two items regarding the MARC-M.C.-STAR Parents Activities Center at 114 N. E. Alberta Street. On Friday last, with appropriate notice, the Parents' Committee was convened to receive information on City Council's action on approval of our budget, for notification on applicants for Director of the Center and time for interview, and planning on implementation of the expanded project. Three Parents attended, along with Sol Peck, Inez Brewer and myself. It was agreed that interview of applicants - Director and Aide - would be held last night, 7:00 P.M.

Mrs. Brewer again notified Committee members via telephone and verbally. Three Parent members attended - the same "regulars" as on last Friday. These members were reluctant to select the Director. Another meeting is scheduled for an evening of this week; hopefully more parent-members will attend this next meeting for final interview of and selection of Director.

To avoid further delay in matters too long delayed for implementation of the project as provided by the budget, approved by C.P.B., you and City Council, I notified the meeting last night that in the event the next meeting of Parent-members resulted in/Positive action, I would exercise the right and privileges of the Operating Agency to select and hire the Director. Parent-members in last night's meeting sided with me and agreed that this was necessary. I sincerely trust you also will approve.

It was reported that Model Cities now had available two busses. The Center will need the services of one bus for two hours per day, Monday through Friday, and two hours on Saturday afternoons. (It was decided that the Center would be in operation: 9:00 A.M. to 6:00 P.M., Monday through Friday, and from 1:00 P.M. to 5:00 P.M. on Saturdays during the winter months. The Center will notbe open from 6:00 to 8:30 P.M. during

OCT 1 0 1974

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Helped!



Page Two Mr. Alonzo Jamison, Director October 8, 1974

the week as originally planned. Therefore, we request one bus for Center's use and purpose. We believe the budget provides sufficient assistance to meet the costs of one driver, oil and gasoline - and also insurance, if not provided by Model Cities. Please advise.

I also would like to meet with you regarding plans for funding of the project after March 31, and possible funding as of July 1, 1975 through Mental Health Division's budget or appropriations from the 1975 legislature. Thanks, Al.

Sincerely,

Walter Fuhrer

Executive Director

WF: ms

cc: Mrs. Inez Brewer Mr. Sol Peck

Mrs. Mary Hein

WF (1)

C-39-02B

Organizations of parents and friends, to help all the mentally retarded, wherever they are, regardless of race, color, creed or age

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ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

August 22, 1974

Walter Fuhrer Executive Director

> Mr. Al Jamison, Director Mr. Sol Peck, Health Planner Portland Model Cities 5329 N. E. Union Avenue Portland, Oregon, 97211

Gentlemen:

I am sending along a copy of my letter addressed to Carl E. Simington, Director, City Manpower Planning and Administrative Division. I assume you are familiar with and have reviewed the City's Comprehensive Manpower Plan, submitted to Department of Labor for funding. The plan does not specifically deal with service to the mentally retarded and developmentally disabled persons; nevertheless our contacts in Washington, D.C. assure us that our concerns should and ought to be included under the Manpower Act—hence, my message to Simington. We also have scheduled a meeting with John M. Mills, Acting Administrator of the Multnomah-Washington Manpower Consortium regarding our concerns in the Consortium's plans.

I would appreciate your comments, recommendations and directions in the ways and means on provision of services to our concerns in MNA under City's plan. I would appreciate a joint effort approach, if your plans include involvement of MNA residents.

Sincerely

Walter Fuhrer

Executive Director

WF: ms

AUG 23 1974



Retarded Children CAN Be Helped! C-38-02B

Organizations of perents and friends, to help an the mentally retarded, wherever they are, regarders of race, color, creed or age

Walter Fuhrer Executive Director

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ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

August 22, 1974

Mr. Carl E. Simington, Director Manpower Planning and Administration Div. Human Resources Bureau 620 S. W. Fifth Avenue Portland, Oregon 97204

Dear Mr. Simington:

In the matter of the City's Comprehensive Employment and Training Program Plan FY-75, and with reference to our recent letter, I would appreciate a meeting with you for review of the Plan, The New Manpower Act as signed into law and such other matters appertaining thereto with regard to the Mentally Retarded -Developmentally Disabled persons and their inclusion in the area of services tailored to their needs. I am asking Mr. Robert Stuva, Executive Director of Portland Habilitation Center, to join me in meeting with you. Please let me know at your earliest convenience.

Sincerely,

Walter Fuhrer Executive Director

WF: ms

cc: Mr. Robert Stuva

AUG 23 1974



Agency

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C-39-02B

Organizations of parents and friends, to help all the mentally retarded, wherever they are, regardless of race, color, creed or age

Walter Fuhrer Executive Director MULTNOMAH



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ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

August 23, 1974

Mr. Al Jamison, Director Mr. Sol Peck, Health Planner Portland Model Cities 5329 N. E. Union Portland, Oregon 97211

Gentlemen:

In the matter of the MARC-Umbrella Agency Project #11-07 located at 114 N. Alberta Street, Portland, as funded in the amount of \$11,000 effective July 1, 1974, and with an additional allocation of \$15,000, subject to formal approval by Portland City Council for expansion of the limited operations under the \$11,000 grant, we desire to inform you more explicitly what is envisioned and planned under "expansion."

It must be remembered that for the FY 1973-74, Mrs. Inez Brewer was employed as the "Outreach and Liaison Person" to the Community, including the Parents involved in the federally funded STAR Demonstration project. Under the FY 1974-75, Mrs. Brewer continues in capacity as indicated but because of the limited allocation of \$11,000, she also doubles as director of the project at 114 N. Alberta. It is somewhat inconvenient for Mrs. Brewer to exercise both roles, and thereby prejudice the capacity and specific competence of her responsibilities as Community Liaison Worker.

The allocation and approval of the \$15,000 amount would, among other things, provide for:

- A Director, full time, for the activities and programs at 114 N. Alberta Street.
- Enrollment would be increased from 8-10 persons to 15-20 persons, 16 years and up, and provide for expanded services in the areas of:
 - Recreation, day and evening;
 - Teaching of: self-skills, including pre-vocational requirements, requirements, personal skills, self-grooming,

Retarded Children CAN Be Helped!



Page Two Mr. Al Jamison Mr. Sol Peck

work routines to provide punctuality, personal responsibilities, meeting the public, inter-personal attitudes - all things and items for the development of the maximum potential of the person through beneficial activities.

The whole emphasis of the project-program is for assistance and service to those mentally retarded-developmentally disabled persons — youths — who are not in full-time work or school situations and who have been denied opportunities experienced by their more fortunate peers. The goal is to enhance the overall skills of as many youths as possible under increased funding to the end that these youths ultimately may become independent as possible and able to assume the status of contributors to the economy of the community instead of charges on the taxpayer.

Essential to the original plan for assistance to Parents in the areas of Counseling, Information and Referral to available community resources, and other important matters, Mrs. Brewer should and ought to reassume her competency and availability as Community Liaison Worker.

Sincerely,

Walter Fuhrer

Executive Director

WF: ms

cc: Mrs. Inez Brewer

Organizations of parents and friends. to help all the mentally retarded. wherever they are. regardless of race. color, creed or age

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ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

July 25, 1974

Walter Fuhrer **Executive Director**

> Mr. Al Jamison, Director Portland Model Cities Agency 5329 N. E. Union Avenue Portland, Oregon 97211

Dear Mr. Jamison:

Pursuant to your direction, we herewith submit a "Combined Budget" in support of the Community Mental Retardation project, situate at the John Goss premises. The budget reflects \$11,000 authorized by CDA and City Council for the project for the period 7/1/74 through 3/31/75, and \$11,669 from the additional \$15,000 approved by CPB, subject to approval by City Council, a total of \$22,669. The amount of \$11,669, on approval, to support expansion of the project is for the period 9/1/74 through 3/1/75. The "Combined Budget" is \$3,683 less than the budget submitted last year: \$26,352.

Upon final approval of Draft Combined Budget, we shall submit the same on appropriate M.C. forms. (Note to Mr. Peck: Please send along a supply.)

We deeply appreciate your cooperation and concerned assistance to make possible the envisioned project. We in turn shall cooperate to the best of our combined abilities here, as in the past.

In the matter of your memorandum of 7/18/74 - "Accounting Procedures," we confirm Mrs. Hein's informative statements, viz., that MARC presently does not have an "Accountant." Mrs. Hein is the Association's Chief Bookkeeper. United Good Neighbors assigns a CPA approximately every other year for audit of the allocated account under UGN allocations and Member Agency Relations.

Under MARC Umbrella Programs, involving Model Cities Neighborhood, City of Portland, Children Services Division, other state and local governments, I, as Executive Director, was nominated as Chief Fiscal Officer of the operating agency for the several projects. Mrs. Hein, as Chief Bookkeeper, of the operating agency, acted in that capacity for the project under the "Umbrella."





Agency

Page Two Mr. Al Jamison, Director

The nominated and designated persons, as indicated, accepted and fulfilled all obligations and responsibilities outlined in your memorandum. Controls, accountability and reporting met the requirements of Federal and State auditors.

We trust continuation of established policies.

Sincerely,

Walter Fuhrer Executive Director

Enclosure WF: ms

cc: Sol Peck

Mrs. Mary Hein

WF (1)



COMBINED

MENTAL RETARDATION COMMUNITY PROJECT

1974-75 BUDGET

		Montly Rat		f Time Project	No. of Months	Cost AxCxDxE
	A - 1 Community Liaison Worker	700.00	1	100	9	6,300
	Fringe Benefits, 9%					567
	B - 1 Supervisor/Activity Program Fringe Benefits, 9%	n 900.00	1	100	8	7,200 648
		ā				14,715
20	Consultation, including Administrat					
	Bookkeeping	1,500 800				2,300
30	Travel, local					450
35	Travel, out of town					300
40	Consumable Supplies: Activities material Office supplies					
	Other consumable supplies					750
50	Space rental					1,354
55	Utilities: Light, heat, water, tel	lephone				850
60	Furniture and Equipment (rental) for office and Activity Center					500
65	Furniture and Equipment purchase: Office and Activity Center					200
70	Insurance: Fidelity Bond Liability Fire					350
79	Miscellaneous: Repairs to house Clients' transportation Special services					900
			TOTAL	,		22,669.00
			TOTAL	JUL 29 MODEL CIT	IV	22,007.00
				JUL 29	1974	
WF: ms 7-25-74				MODEL CIT	TIE O	
3					-0	

August 19, 1974

Mr. Sol Peck Portland Model Cities 5329 N. E. Union Ave. Portland, Oregon 97211

Dear Sol:

Mrs. Faye Lyday informs me that plans are progressing on "rejuvenation" of Union Avenue; that Model Cities is committed towards this goal.

In meeting last Friday with officers of Thrift Village, Inc. (Seattle, Washington), operators of our Value Village Store on 82nd Avenue, I apprised them regarding the Union Avenue proposal, on the proposition of establishing a store on the Avenue for three-fold purposes: a) to receive goods, items, merchandise; b) sale of merchandise; c) proceeds to help support activities - MARC-M.C. - in neighborhood.

I have in mind the Store-Facility could provide for an activity center's training for employment, etc. You will recall that two years ago, we transported 10-12 enrollees from Neighborhood to the Store on 82nd, but the Parents Group felt the "activities" should be closer to home instead of "cross-town"; the project, although successful, was dropped.

Please keep me informed on progress and status re the Avenue. Or, does a committee exist to whom I can address the possibility of a Store-Facility?

Sincerely,

Walter Fuhrer Executive Director

WF: ms

cc: Al Jamison, Director

Ines Brewer

WF (1)



Vocational Training Services

GOODWILL INDUSTRIES OF OREGON 1831 S. E. Sixth Avenue Portland, Oregon 97214

Phone: 234-0321

TO: ALL VRD COUNSELORS, ADMINISTRATORS, CURRICULUM ADVISORY MEMBERS AND SPECIAL NEEDS PERSONNEL

BREAKING OUT MOVING UP

CLIENT CLOSURES

(JANUARY THROUGH JUNE 1974)

DURING THE FIRST SIX MONTHS OF THIS YEAR A TOTAL OF 16 CLIENT CASES WERE CLOSED IN GAINFUL EMPLOYMENT FROM THE TRAINING SERVICE GRANT PROGRAM.

BASED ON COMPILED DATA 56% WERE RECEIVING AN AVERAGE OF \$180 PER MONTH OR \$19,440 PER YEAR FROM WELFARE AT THE TIME OF PLACEMENT. THESE INDIVIDUALS WERE COMPLETELY REMOVED FROM WELFARE WHEN PLACED IN EMPLOYMENT AND WERE COLLECTIVELY EARNING \$71,808 AT THE TIME OF CLOSURE.

RE-CAP TOTAL OF \$71,808 PAID TO CLIENTS IN YEARLY SALARIES.

TOTAL OF \$19,440 IN WELFARE GRANTS SAVED YEARLY.

\$91,248 GROSS ECONOMIC CHANGES IN THE COMMUNITY.

T.S.G..... A FACILITY USED BY OREGON STATE DIVISION OF VOCATIONAL REHABILITATION

PROGRAM STRUCTURE...CONCENTRATES ON LEARNING EXPERIENCES AND PERSONAL NEEDS OF EACH STUDENT, WHILE PROVIDING SUPPORTIVE SERVICES AND JOB PLACEMENT.

AUG 21 1974

Organizations of parents and friends, to help all the mentally retarded, wherever they are, regardless of race, color, creed or age

Walter Fuhrer Executive Director



A.

C-39-02B



CLACKAMAS

R RETARDED CITIZENS

1, Oregon 97209 - 223-7279

t 16, 1974

Mr. Al Jamison Mr. Sol Peck Portland Model Cities 5329 N. E. Union Portland, Oregon 97211

Gentlemen:

On inquiry yesterday (several since August 1 to City Commissioners Jordan, Ivancie and Schwab) regarding City Council action on and approval of the \$15,000 allocation, I was informed by Mr. Jordan:

- "Matters" not received in time for Agenda of August 7 or 8;
- "Matters" received but were not on Agenda for August 14-15;
- Subject will not be on Agenda for August 21-22, due to absence of Mayor Goldschmidt and "I (Jordan) need his vote."
- Subject"may be" on Agenda for August 28-29, if not, then on September 4-5.

We had scheduled interviews next week for Director of Activities in the plan to "rev up and get going" by September 1. I am disturbed by Mr. Jordan's statement: "I need his (Mayor's) vote." I understood City Council's approval was a formal matter only. I would appreciate your comments and direction. I am loathe to proceed under the present circumstances.

Thank you.

WF: ms

cc: Inez Brewer

Sincerely,

Walter Fuhrer

Executive Director

AUG 19 1974

Children
CAN Be



Organizations of parents and friends, to help all wherever they are, regardless of race. color, creed or age

the mentally retarded.

MULTNOMAH



CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

Walter Fuhrer Executive Director

August 15, 1974

Mr. Sol Peck Portland Model Cities 5329 N. E. Union Avenue Portland, Oregon 97211

Dear Sol:

Requested Information for Fiscal Subject:

Year 1974-75: Community Mental Retardation Project - #71-07

We enclose the following items:

- Copy of Lease Agreement: John D. Goss and MARC on premises at 114 N. Alberta Street, Portland.
- Fidelity Bond Statement.
- General Liability Policy Statement
- Authorized Signature List Account #300-194, MARC Umbrella, U. S. National Bank
- MARC Executive Committee Authority to Executive Director
- Extract of Minutes of Executive Committee Meeting regarding Project and Budget(s)
- List of MARC Board of Directors 1974-75
- Copy of letter: W. Fuhrer to Spencer Vale, City Planning Commission, for Mr. Jamison
 - 1-X Copy of letter mailed to you yesterday, 8/14, for delivery to Mike Henniger
 - Address of property improperly identified; please Х-а change your records to read: "114 N . Alberta Street."

We trust above items comply with requested information.

Sincerely,

WF: ms Enclosures

Agency

Inez Brewer

Mary Hein

Executive Director

A Non-Profit Tax-Exempt Organization

Member

Retarded Children

lelped!



THIS AGREEMENT, entered into this 15th day of June , 1974 , by and
between JOHN D. GOSS
and MULTNOMAH ASSOCIATION FOR RETARDED CITIZENS
· · · · · · · · · · · · · · · · · · ·
hereinafter called respectively lessor and lessee;
WITNESSETH: That for and in consideration of the payment of the rents and the performance of the
covenants contained on the part of lessee, said lessor does hereby demise and let unto the lessee and lessee hires
from lessor for use as a residence those certain premises described as THE JOHN GOSS PREMISES
located at 114 N. Alberta, Portland, Oregon
(Number and Street) (City and State)
for a tenancy from month-to-month commencing on the lst day of July , 1974 ,
and at a monthly rental of \$ 150.45 per month, payable monthly in advance on the first day of
each and every month.
It is further mutually agreed between the parties as follows: (1) Said premises shall be occupied by no more than 20 Youngdults and

Possession of premises shall begin on June 15, 1974. The Lessee enters into this lease agreement on behalf of and for Mental Retardation Community Project, a MARC Model Cities STAR Parents Project.

IN WITNESS WHEREOF, the parties hereto have executed this agreement in duplicate the day and year first above written.

JOHN D. GOSS

MULTNOMAH ASSOCIATION FOR RETARDED CITIZENS

BY: Lessee L Executive Director

The words lessee and lessor shall include the plural as well as the singular.

Month-to-Month Tenancy AGREEMENT

(FORM No. 818)

Between

John D. Goss

and Multnemah Association for Retarded Citizens

Dated

June 15, 1974

STEVENS NESS LAW PUB. CO., PORTLAND, CRE.



August 12, 1973

Mr. Walter Fuhrer, Executive Director Multnomah Association for Retarded Children 204 Community Service Genter 718 West Burnside Portland, Oregon 97209

Dear Mr. Fuhrer:

Enclosed is an endorsement which reduces your Fidelity Bond to a new limit of \$10,000. Because this is a reduction in coverage it is necessary for you to sign a copy of the endorsement so the company knows you have accepted the Bond.

Also the premium has been reduced by \$170.00 making the yearly premium due of \$171.00.

I have enclosed our invoice for the premium amount.

I believe the City of Portland requires certification of the Bond, so you may have to forward the original to The City of Portland.

If you should have any questions concerning this change, please give me a call.

Thank you for the continued excellent insurance business. It has been a pleasure to assit you in your insurance program.

Yours very truly,

Patty Baker

encl.

DATE September 12, 1973

718 West Burnside

Portland, Oregon 97209

INVOICE

Multnomah Association for Retarded Children 204 Community Service Center

GranTree Insurance Associates, Inc.

1610 N. W. COUCH (503) 221-1781

PORTLAND, OREGON 97209

ALL FORMS OF INSURANCE

MORTGAGEE:

MORIGAGEE:					
RENEWAL DATE	POLICY NUMBER	COMPANY	PROPERTY AND COVERAGE	AMOUNT	PREMIUM
9-1-71 to Continuous DPP 9-1-74	в 657333	U. Pacific	Commercial Blanket Fidelity Bond. Annual Premium Due:		\$ 171.00
			APP'D WY DATE 9/17/73 PAID BY CHECK NO. 1205		



Wis

June 5, 1974

Mr. Walter Fuhrer
MULTNOMAH ASSOCIATION FOR RETARDED CHILDREN
204 Community Service Center
718 West Burnside
Portland, Oregon

RE: General Liability Policy, #LP 1 41 38 72

United Pacific Insurance Company

Dear Mr. Fuhrer:

Enclosed is our invoice in the amount of \$108.00 representing the second annual installment premium for the liability policy for the year June 8, 1974, to June 8, 1975.

I think you'll find that this is in order, but feel free to call if you have questions.

Sincerely.

Carol Falconer

Encl.

P.S. I don't know if you're aware of this or not, but Don Wanamaker is now back in our office full time.

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co.	LOV DE BLOD	CL&TR	POLICY NUMBER AND DESCRIPTION	CHARGE	CREDIT	
۷0.	POLICY PERIOD	418	IP1413872/General Liability	\$22.00		1 10
704 704	6/8/74-75 6/8/74-75	418	LP1413872/General Liability	86.00		2
, 04			2nd annual premium			\$108.00
					APP'D WY	DATE 6-27-74
					PAID BY CHE	CK NO. 7498
0 0						
					尸旗	
			AND BAYABLE ON EFFEC	TIVE DATE OF	POLICY	
1. 1	Trail 2 (8)	1	DAYABLE ON EFFEC	LIVE DATE OF		

August 13, 1974

Portland City Planning Commission City Hall Annex 1220 S. W. Fifth Avenue Portland, Oregon

Attention: Spencer Vale

Dear Spencer:

In the matter of the premises at 114 N. Wygest and our conversation regarding use thereof, we confirm that the Mental Retardation Community Project plans to take advantage of existing resources to the extent that these facilities benefit the mentally retarded and developmentally disabled youths in the (Portland) Model Cities Neighborhood Area.

Existing activities include, but are not limited to: City
Park Department's Specialized Recreation; 4-H for exercise and health classes;
YMCA and Neighborhood programs; Project Mobility - Transportation serving the
handicapped; community college(s) programs providing experiences and job
opportunities for the handicapped, inclusive of sewing classes, tutoring
on individual or small group basis for remedial academic subjects.

All of the above, and more, will encompass the needs of youths, age 16 and up, entailing practical skills, including pre-vocational requirements, personal skills, personal grooming, work routines to provide punctuality, personal responsibilities, meeting the public and handling personal problems—all for development of the maximum potential of the person through any beneficial activity.

The whole emphasis of the project-program is on those mentally retarded and developmentally disabled youths who are not in full-time work or school situations and who have been denied opportunities experienced by their more fortunate peers. The goal is to enhance their overall skills to the end that these youths ultimately may become independent as possible and able to assume the status of contributors to the economy of the community instead of charges on the taxpayer.

The Center, at 114 N. Wygant, will provide 1) a place for Parents to meet periodically - once a week, or possibly twice per month; 2) a desk and telephone for the Community Liaison Worker to accept inquiries on information

Page Two
Portland City Planning Commission

and referral to existing community resources for assistance and relief.

I explained to you the circumstances and situations regarding the funding processes of the project, transfer of Model Cities operations to the City Human Resources Bureau, other things bearing on delays in procedure, through no fault of anyone in particular. Model Cities Citizens Planning Board approved one allocation of \$11,000 for the project as of July 1; the Board also approved a second allocation of \$15,000 subject to approval by City Council; not yet acted upon, but hopefully soon to allow the project to be operable by September 15, 1974.

We are not apprised of any objections or remonstrances of residents in the neighborhood adjacent to or in the vicinity thereof. The property adjoins the Berean Baptist Church, which has provided day care for children and programs for teenagers; in fact, the church offered and we did use its facilities several months ago. The Multi-Service Center on 5022 N. Vancouver is nearby, less than one block away; its services also are available to the Project. We foresee no problems whatsoever regarding off-street parking. We anticipate not more than two-three cars, or less, at any one time to be parked in front of or near the dwelling. In the event of a "community gathering" for a special purpose, we are certain that the church would allow use of its parking area.

The dwelling is a single family residence. Its use will be for the purposes indicated herein, not otherwise, and will not be used as a live-in center, or as a residential facility. Occupancy is limited to downstairs; kitchen facilities are limited to exclude food handling and preparation except for coffee or tea, serving of bottled soft drinks, cookies and snacks.

In explaining the Project to the City Fire Marshal, we are advised interest is limited to one or more fire extinguishers. The Building Inspector of Building Division seeks no demands for compliance to Building Codes in the area of Occupancy. The Project is funded to Ma-ch 31, 1975 and ceases at that time.

You indicated a period of not less than three months necessary to process an application through the Commission and City Council. This would bring us up to December 1, or later, with the Project ending four months later. Any further delays on top of those heretofore experienced, but met successfully would indeed prajudice the best interests and welfare of the youths the Project seeks to serve. In light of the foregoing, we, on behalf of the Project for service to meet unmet needs, request the Commission to exercise patience in its responsibilities, abstain in execution thereof, and permit the Project to proceed without formalities regarding Zone changes or any other matter which would impede orderly implementation of the Project Program at this time. The Commission's forebearance would be an exercise in justice for those whom the Project will serve. Thanks, Spencer.

Sincerely,

cc: Al Jamison Sol Peck Inez Brewer WF (1)

Walter Fuhrer Executive Director Organizations of parents and friends, to help all the mentally retarded, wherever they are, regardless of race, color, creed or age

MULTNOMAH



CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

August 8, 1974

Walter Fuhrer Executive Director

> Mr. Alfred Jamison Executive Director Portland Model Cities Neighborhood Area 5329 N. E. Union Portland, Oregon 97211

Dear Mr. Jamison:

In the matter of the Mental Retardation Community Project, #11-07, you are advised that pursuant to consideration of and action by the Executive Committee of the Board of Directors of the Multnomah Association for Retarded Citizens, Walter Fuhrer, Executive Director and Chief Officer in charge of Association's operations and administration, is authorized and empowered to carry out and fulfill the responsibilities for provision of the purposes and intent of the Project as funded by Model Cities and City of Portland, and is further authorized to execute the appropriate contract(s) in relation thereto and sign (with Association's Treasurer) necessary checks for disbursement of funds, including financial and other reports as may be required. We enclose list of Officers and Board members for 1974-75.

Sincerely,

Enclosure

President, Multnomah Association for Retarded Citizens



Member

Organizations of parents and friends, to help all the mentally retarded, wherever they are, regardless of race, color, creed or age

Walter Fuhrer Executive Director



CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

September 6, 1974

Mr. Al Jamison, Director Portland Model Cities 5329 N. E. Union Avenue Portland, Oregon 97211

Dear Al:

I hereby confirm that as Executive Director and Fiscal Agent of the Multnomah Association for Retarded Citizens I am authorized and delegated to co-sign all checks, execute financial transactions, including contracts and agreements binding on the Association, and such other matters pertaining to the functions and responsibilities, all as delegated by authority of Board of Directors of the MARC in the office of the Director.

Sincerely,

Walter Fuhrer Executive Director

WF: ms

cc: Mrs. Mary Hein

EXTRACT FROM MINUTES OF SPECIAL MEETING OF AD HOC EXECUTIVE COMMITTEE MULTNOMAH ASSOCIATION FOR RETARDED CITIZENS

AUGUST 8, 1974

"Item: (Mrs.) Mary Hein and Walter Fuhrer of Staff presented the matter of the Community Mental Retardation Project Proposal for FY 1974-75. Specific references were made to subject matters contained in communications between MARC and Model Cities administration and budget of \$26,000.00 available for the project: \$11,000.00 approved by CP Board, an additional sum of \$15,000.00 also approved by CPB, which also needs formal approval by Portland City Council. The Executive Committee upon review of proposed Project, and of the Budget, as submitted to Model Cities, and all things and matters appertaining thereto, on motion made and seconded, the acts and deeds committed by Staff in relation to Project and Budget are confirmed together with authority to execute the purposes and intent of the Community Mental Retardation Project, #11-07."

Walter Fuhrer, Executive Director, and Secretary Pro Tem

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Walter Fuhrer Executive Director

MULTNOMAL

CLACKAMAS

ASSOCIATION C- 39-02B ED CITIZENS

718 W. Burnside -

____ _ 223-7279

August 23, 1974

Mr. Al Jamison, Director Mr. Sol Peck, Health Planner Portland Model Cities 5329 N. E. Union Portland, Oregon 97211

Gentlemen:

In the matter of the MARC-Umbrella Agency Project #11-07 located at 114 N. Alberta Street, Portland, as funded in the amount of \$11,000 effective July 1, 1974, and with an additional allocation of \$15,000, subject to formal approval by Portland City Council for expansion of the limited operations under the \$11,000 grant, we desire to inform you more explicitly what is envisioned and planned under "expansion."

It must be remembered that for the FY 1973-74, Mrs. Inez Brewer was employed as the "Outreach and Liaison Person" to the Community, including the Parents involved in the federally funded STAR Demonstration project. Under the FY 1974-75, Mrs. Brewer continues in capacity as indicated but because of the limited allocation of \$11,000, she also doubles as director of the project at 114 N. Alberta. It is somewhat inconvenient for Mrs. Brewer to exercise both roles, and thereby prejudice the capacity and specific competence of her responsibilities as Community Liaison Worker.

The allocation and approval of the \$15,000 amount would, among other things, provide for:

- A Director, full time, for the activities and programs at 114 N. Alberta Street.
- Enrollment would be increased from 8-10 persons to 15-20 persons, 16 years and up, and provide for expanded services in the areas of:
 - Recreation, day and evening;
 - Teaching of: self-skills, including pre-vocational requirements, requirements, personal skills, self-grooming,

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August 12, 1974

Page Two M r. Al. Jamison, Director

for an exemption from the regular requirements for Zone Change and/or Variance and permission to proceed in operation for an use of the premises for the few months involved.

Another item: Regardless of it all, the matter of off-street parking is involved. I could not state the number of automobiles to be parked on N. Wygant - probably not over 4 - 5 at any one time. Mrs. Brewer would be more knowledgeable about this. If a "number" of cars are to be involved, then City Planning would insist on other provisions for parking space adjacent to or in vicinity of the property.

I would appreciate your response, comments and direction.

Sincerely,

Walter Fuhrer

Executive Director

WF: ms

cc: Sol Peck

Inez Brewer

WF (1)

MULTNOMAH-CLACKAMAS ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

Member Agency UGN

July 25, 1974

MEMO TO:

Inez Brewer

FROM:

Walter Fuhrer - Executive Director

SUBJECT:

In the matter of the Model Cities-MARC Community Mental Retardation Project (of which MARC continues as the Operating Agency), and funded for \$11,000.00, I confirm your employment as the Community Liaison Person, continuing to offer and provide the services thereunder to the Model Cities Neighborhood Area as in the past. In the event of the City Council's approval of the additional amount of \$15,000.00, allocated by CPB, we together with assistance and concurrence by the Parents' Advisory Committee plan for and implement the programs and activities to be carried out through the "Goss Activity Center." The "new combined budget" (\$11,000 and \$15,000) follows and is similar to the budget of \$26,352 submitted last year, except it will provide for "Supervisor of Activity Center" instead of "Teacher-Supervisor." This maintains the original concept in provision for a Community Liaison Person and Supervisor of an Activity Center. The employment of a Supervisor will be reflected by an agreement with Parents' Advisory Committee.

To carry out the purposes for involvement and participation of the Parents, I would appreciate your assistance on the following:

- Organize Parents' Advisory Committee, including officers for intent and purposes under the Project:
 - a) Concurrence on your employment.
 - b) Involvement with MARC and you in planning for programs and activities under "Activities Center" in relation to present budget, and additional funds allocated by CPB on approval by City Council.
 - c) Planning for continuation of Project <u>after</u> March 31, 1975, including securing of financial commitments for continuation of Project after March 31, 1975.

JUL 29 1974
MODEL CITIES

Upon organization of Committee, please call a meeting in order that complete understandings may be concluded between Committee, you and myself for a productive period, and such other things of mutual concern.

I want to establish the best possible working relations and understandings with Advisory Committee in and for joint effort to meet some of the needs in spite of limited financial support.

Please let me know if you approve of and accept the foregoing.

Of course, I shall also appreciate your comments and recommendations concerning programs and activities for presentation to the Advisory Committee.

I am notifying the appropriate City-County Agencies (Health, Fire, Sanitation) that the premises will neither constitute nor provide for "Residential Care Facilities"; that the premises will be used in the area of "Activities." We shall have to define and interpret this term in relation to use and purpose of the house - occupancy, number, times, etc., etc.

Before I contact the Agencies, I suggest you and I review the matter. Could you come in next Monday morning, July 29? Please give your message to Barbara or Mildred. Thanks, Inez.

WF: ms

cc: Al Jamison Sol Peck Mary Hein WF (1)

P.S. I believe it would be well to invite Mr. Jamison and Sol Peck to our first meeting with the Parents' Advisory Committee. It is understood, of course, that interested and concerned Parents, in addition to A.C. members, are invited too.

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JUL 29 1974

Organizations of parents and friends. to help all the mentally retarded. wherever they are, regardless of race. color, creed or age

MULTNOMAH



CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside — Portland, Oregon 97209 — 223-7279

July 25, 1974

Walter Fuhrer **Executive Director**

> Mr. Al Jamison, Director Portland Model Cities Agency 5329 N. E. Union Avenue Portland, Oregon 97211

Dear Mr. Jamison:

I seek herewith to reply to your letter of July 19 on the report of the recent conference between you and our Mrs. Mary Hein, and on pertinent areas for full understanding regarding the Community Mental Retardation Project.

1. Re Lease Agreement with Mr. John Goss: On initial contact, I was informed "agreement for and possession of premises" had been reached with representatives of Parents and M.C. and to begin on June 15, 1974.and to begin on June 15, 1974. Negotiations between us provided for a one-year lease (in lieu of two or three years as proposed, from June 15, 1974 to June 30, 1975). Mr. Goss has "accepted a 9 months' lease beginning June 15 at \$142.50 per month. However, to place the time period of the lease of 9-1/2 months into 9 months as per your letter, the lease agreement will provide for 9 months at \$150.45 per month.

Mr. Goss and I have reached an understanding regarding possession of the premises as of June 15, or the lease ending on March 31, 1975, with option to continue possession and use of the premises for time and terms agreed upon, but all conditioned on funds available for continuation of the project after March 31, 1975.

- 2. Hiring of Personnel, and all matters incident to the Project as represented by the Second MARC-MC Budget - July 1, 1974 to March 31, 1975 (attached) is and will be for the period indicated. Upon receipt of your approval of item No. 1 and Second Budget, we shall expedite the lease with Mr. Goss.
 - 3. The intent and purpose of the Project and Goss House:
 - a) Serve in the areas of "Activities Center"
 - b) House the project staff
 - c) Provide a central meeting place for Parents' group

JUL 29 1974 CAN Be



Agency

Page Two Mr. Al. Jamison, Director

> d) Headquarters for community inter-action and relationships in planning for an service to the developmentally disabled and disadvantaged persons and such other efforts for their welfare.

The premises shall not serve in capacity for and in use as a residential care facility.

- 4. The employment of Mrs. Inez Brewer as Community Liaison Person is continued as of July 1, 1974. In this capacity, she will direct the daily operations of the Center under programs and activities approved by MARC in consultation with and reflecting concurrence by Parents' Advisory Committee.
- 5. Additional funds approved by CPA: On approval of City Council, a new budget will be prepared, with counsel and assistance provided by Sol Peck and Parents' Advisory Committee to reflect the total allocated funds of \$26,000 in service for agreed upon activities.

Sincerery,

Walter Fuhrer Executive Director

Enclosure

WF: ms

cc: Sol Peck
Inez Brewer
John Goss
Mary Hein
WF (1)

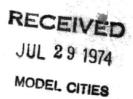


(SECOND) MARC - M-C BUDGET

July 1, 1974 to March 31, 1975

Salaries	Month	ly % of T	ime!	Months	Cost
Community Liaison Person and/or Project Director	700.0	0 100		9	\$6,300.00
Fringe Benefits -					
FICA 5.8 Unemployment 2.24 SAIF .005					
(ap.) 9.00%					567.00
					\$6,867.00
Rental (9 mos. at 150/45 per mo Travel Insurance (Liability, Bond, etc Consumable Supplies Telephone and Utilities Consultive - Accounting Rental: Equipment - Office and activity Center Misc. and Repairs to meet City	e.)	1,354.05 450.00 350.00 250.00 450.00 850.00 250.00			4,133.00
		Total Budget	1 , 1		\$11,000.00

WF: ms 7-25-74



(SECOND) MARC - M-C BUDGET

July 1, 1974 to March 31, 1975

Cost	Months	% of Time	<u>Monthly</u>	<u>Salaries</u>
\$6,300.00	ę	001	700.00	Community Liaison Person and/or Project Director
<u>567.00</u> \$6,867.00				Fringe Benefits - FICA 5.8 Unemployment 2.24 SAIF .00
4,133.00		354.05 450.00 350.00 250.00 450.00 250.00	tc.)	Rental (9 mos. at 150/45 per Travel Insurance (Liability, Bond, e Consumable Supplies Telephone and Utilities Consultive - Accounting Rental: Equipment - Office and activity Center Misc. and Repairs to meet Cit
\$11,000.00		tal Budget	Го	

WF: ms

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JUL 29 1974
MODEL CITIES



DEPARTMENT OF PUBLIC SAFETY

CHARLES JORDAN COMMISSIONER

MODEL CITIES AGENCY

ALONZO JAMISON, JR. DIRECTOR

5329 N.E. UNION AVE. PORTLAND, OR. 97211 503/288-8261 July 19, 1974

Walter Fuhrer
Executive Director
Multnomah Association for Retarded
Citizens
718 West Burnside
Portland, Oregon 97209

Dear Mr. Fuhrer:

This letter is to confirm the operating conditions and planning for the Community Mental Retardation project, of which MARC continues as the operating agency, discussed with you and Mary Heim by myself; Sol Peck, Model Cities Health Planner; and Phil Eggert of my staff.

As you know, funding of \$11,000 has already been authorized by CDA and City Council for the project for the period 7/1/74 through 3/31/75. On 7/16/74 the CPB did approve the addition of \$15,000 to this budget, making a total of \$26,000 that would be available for the Community MARC-STAR project, for this operating period. As you know, the additional \$15,000 must be approved by City Council; we anticipate this happening within the next two to three weeks.

With respect then to the questions of your July 2, 1974 letter, let me comment as follows:

1. We would hope and urge that you complete the one year lease agreement with Mr. John Goss, if you feel he will not accept a 9-month lease. However, CDA can only pay 9 months of the lease (which represents the operating period of the project as far as we are financially concerned). We trust that you will be able to obtain a commitment of money for the remaining three months, as you indicated to Mr. Peck you are attempting.

The balance of funds from the Third Action Year Extension (fourth operating year) has already reverted to the general funds, and is part of the monies making up current operating year allocations.

Since the operating period now for all our projects carry through until 3/31/74, I anticipate that your hiring contracts will be for 9 months -- as far as we are concerned; any additional time, after 3/31/74 would be a separate agreement and would depend upon your having alternative/supplemental funds.

As agreed upon in prior discussions, the designation of the Goss House, as an "activities center" seem to offer the greatest flexibility.

Within this designation, we are anticipating that the premises would --

- house the project staff;
- provide a meeting place for the Parents' group;
- provide for a range of planned activities for those individuals in the community identified as "developmentally disabled" and wanting to participate in the program.

I do understand that there is a special effort to provide services for those age 16 and over, who seem to have little available. I also understand that the active parents have expressed a need and desire for group home. We would anticipate that this need could be clarified and planned around this period, with the idea that some financial commitments for such a facility could be identified and pursued. The project budget from our standpoint, does not and cannot reflect "residential care services."

I am assuming that you are continuing the employment of Mrs. Inez Brewer, who the employment advisory group originally hired. If you anticipate, with the additional \$15,000, other staff, I would presume that this need would be reflected in the budget and would reflect the agreement of the Parents' group. I assume also that the advisory committee who recommended hiring of Mrs. Brewer would continue to act in this capacity, in the hiring of additional supervisory staff, if the latter is indicated. In such hiring, I believe that the STAR Parents have indicated some weight be given to community/minority persons, in recruitment. I personally see no need for additional staff at this time.

I wanted to add that should you expedite a lease with Mr. Goss, we need a copy of it for our files, and I would appreciate your forwarding it to me.

I hope this answers your questions, and look forward to a productive project period.

If you have any further questions, please feel free to contact Mr. Peck, who continues to work in a consultative capacity with you.

Sincerely,

AL JAMISON DIRECTOR

AJ:ce

cc: S. Peck

I. Brewer

Official Files



DEPARTMENT OF PUBLIC SAFETY

CHARLES JORDAN COMMISSIONER

MODEL CITIES AGENCY.

ALONZO JAMISON, JR.

5329 N.E. UNION AVE. PORTLAND, OR. 97211 503/288-8261 July 19, 1974

Walter Fuhrer Multnomah Association for Retarded Citizens 718 West Burnside Portland, Oregon 97209

Dear Mr. Fuhrer:

In the coming months all agencies funded by Model Cities for fiscal year 1975 will be featured in the Model Cities Newsletter.

Our Information Specialist, Mr. Darnell Lowery, will be calling you to set up interviews to get information about your agency and its operation.

I request your cooperation when called upon. I feel that the publicity and visibility from such an article is another tool in making your agency a more "marketable one".

See you in the paper!

AL JAMISON DIRECTOR

AJ:ce

cc: E. Robertson

D. Lowery Official File Organizations of parents and friends, to help all the mentally retarded, wherever they are, regardless of race, color, creed or age

MULTNOMAH



CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

July 15, 1974

Walter Fuhrer Executive Director

> Mr. Alfred Jamison, Director Portland Model Cities 5329 N.E. Union Ave. Portland, Oregon 97211

Dear Al:

In the matter of your advice and directions concerning the MARC - M.C. project, especially in the area of a lease on the former Gilmore, now Goss, premises; approval of the \$11,000.00 budget for operations commencing July 1, and other pertinent matters, I now enclose a copy of a memo received from (Mrs.) Inez Brewer. You will note reference to "the next pay period" for establishment of a new petty cash fund.

Does the 1973 - 74 budget and program carry on and over into the 1974 - 75 period in all respects and purposes? You indicated affirmatively for the lease, but, again I ask shall the lease be for 9 or 12 months as of June 15, 1974? Please read my letter with reference to all unresolved problems and let me have your directions.

Thanks, Al.

Sincerely,

Walter Fuhrer

Executive Director

WF/ba

enclosure

cc: Mary Hein Inez Brewer Sol Peck WF (1)

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JUL 16 1974

MODEL CITIES

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Helped!





DEPARTMENT OF PUBLIC SAFETY

CHARLES JORDAN COMMISSIONER

MODEL CITIES AGENCY

ALONZO JAMISON, JR. DIRECTOR

5329 N.E. UNION AVE. PORTLAND, OR. 97211 503/288-8261 July 11, 1974

TO:

Ms. Mary E. Rowe

MARC Bookkeeper

FROM:

Inez Brewer

MARC Liaison

RE:

Petty Cash

Enclosed please find the balance of \$2 you asked for. I had to buy bus tickets out of my own pocket. Please enclose in the next pay period the amount of petty cash that was first established.

If you have further questions, please contact me.

Thank you.

IB

cc: Author/Brewer

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JUL 16 1974

MODEL CITIES

Organizations of parents and friends, to help all the mentally retarded, wherever they are, regardless of race, color, creed or age



CLACKAMAS

ASSOCIATIONS FOR RETARDED CITIZENS

718 W. Burnside - Portland, Oregon 97209 - 223-7279

Walter Fuhrer Executive Director July 10, 1974

Mr. Sol Peck Portland Model Cities 5329 NE Union Ave. Portland, Oregon 97211

Subject: MARC - M.C. Budget

July 1, 1974 - March 31, 1975

Dear Sol:

We enclose "draft" of Proposed Budget in support of Activities Center project for operation at the John D. Goss (formerly Gilmore) premisis. On approval, the "draft" may be transfered to the regular forms.

I now refer to my letter of July 2 to Mr. Jamison and on which directions are indicated for procedure. Also, did understand correctly in the Meeting of Agencies on Friday last that:

- 1) The '74 projects were extended by Ordinance to August 30 (2 months)?
- 2) When does the July 1, 1974 '75 budget become operative?
- 3) If answer to (1) is affirmative, do we not have an overlap of funding and the July 1 budget becoming effective September 1 and ending 9 months later on May 31?

Sincerely,

Walter Fuhrer Executive Director

WF/ba

cc: Mary Hein enclosure

JUL 15 1974
MODEL CITIES

Children
CAN Be



October 15, 1974.

Mr. Walter Fuhrer
Executive Director, Multnomah
Assoc. for Retarded Citizens
718 W. Burnside Room 204
Portland, Oregon 97209

Dear Mr. Fuhrer:

This is to notify you that the total approved budget for the Multnomah Association for Retarded Citizens is \$26,000 for the Fifth Action Year, which commences July 1, 1974 and terminates March 31, 1975. (A copy of this approved budget is attached.)

Shortly you will be receiving an Acceptance sheet for your approval which will revise your current Project Description and extend your contract from November 1, 1974 to March 31, 1975. Please review this form and return it to City Hall as soon as possible.

If you have any questions concerning this matter, please contact me as soon as possible.

Sincerely,

This Egget for Al Jamison, Director Portland Model Cities

AJ:dn

cc: Commissioner Jordan Bob Jones Administration Official Files (2)

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