May 2018

Agency Newsletter

Don Lupo, Jr. Dynamic in Deed, Duty, & Depth

It was a nationwide pool of 350 but only 56 were chosen. On April 27, 2017, JCEO Board of Directors member DON LUPO, JR. was one of the 56 who was formally presented, by former FBI Director James B. Comey, the FBI’s 2016 Director’s Community Leadership Award in Washington, DC. Well-deserved it was, as evidenced below in the author’s abbreviated recap of her May 2017, 44-minute interview with the renowned homeless advocate. Learn more about this rare servant of the people, dubbed a modern day Brother Bryan, and enjoy.

**How was that experience (DC presentation) for you?** It was over the top. It is always a humbling experience to be awarded or rewarded by some federal agency. In Proverbs, it tells us not to do things expecting any kind of award. I don’t teach, coach, not a preacher, rabbi...to me those kinds of folks are the real heroes.

**When was the Mayor’s Office of Citizens Assistance implemented?** Many years ago. It functioned sometimes and didn’t function quite as well as others. In the year 2000, it really got amped up. Now people work with me. Do a great job assisting citizens.

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**OLD NEWS BUT GOOD NEWS**

...for the JCEO community action agency is yet sizzling in the community action arena. DE-PRIEST WADDY bravely opened and entered the Headquarters entrance doors of the Jefferson County Committee for Economic Opportunity on May 1, 2017. With fresh ideas, new perspectives, new points of view, old and new priorities, this Birmingham native and newly-chosen JCEO Executive Director immediately put to use his 20 years of executive leadership experiences in corporate and non-profit organizations. His know-how in business operations and marketing were solidified as the United Way of Greater Atlanta’s Regional Director (prior assignment before joining forces at JCEO), where he led community engagement, program management, fundraising, and pivotal working relationships with a board of directors, staff, and volunteers. These experiences, along with his time spent in learning and leading transformative growth across a diverse portfolio of businesses, well-positioned him to grab hold of and with a sense of urgency, push forward with JCEO’s mission and efforts to fight poverty and move lives towards self-sufficiency.

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**JCEO Foundation for Family Empowerment**

The name has such a wonderful ring to it, thanks to JCEO Foundation Name Contest winner HS Nutrition Specialist SHAWNTA PETTUS (Shawnta received a $50 Visa gift card—Congrats Shawnta!).

Most importantly, under the custody of Alabama Secretary of State John H. Merrill, the State of Alabama officially reserved the entity’s name for JCEO’s one-year (July 2018—July 2019) exclusive use.

Establishing an Agency foundation, an idea envisioned by former JCEO Executive Director Marquita Davis, Ph.D., thankfully came to fruition under the leadership of Executive Director DePriest Waddy. A Foundation Board of Directors is now being formed, JCEO is quickly expanding its brand, and a bright, donor-rich future for the Agency is on its way!
We’re asked to be available, accommodate citizens, figure out a way to make it happen. Sometimes we have to say no.

What is its purpose? It is a liaison between citizens and city hall. We work with all 26 departments – traffic engineering, police, everybody.

Tell me about your 17-year position as its Director. Jacqueline Belcher was in office for a while, did a great job. Since 2000, we ramped it up. I’ve been here since Mayor Kincaid. [Former] Mayor Bell stresses to us that we are our brother’s keepers. Some of our brothers are a little harder to keep. [Chuckles] It’s hard to escape what you’re taught as a child. My mother was involved in this year (She passed away 50 years ago). I was 16, my sister was 12. My mom was 36. Christ’s mission was her beneficiary. She did great work in Decatur, Morgan County – fed people, clothed people, did great stuff. Great legacy. My sister lives in Jackson, MS. Becky and I have always taken it upon ourselves to carry out our Mom’s legacy. Fifty years later and we are still doing so.

Who or what inspires you to lead and serve those in need? No question...even after Mom passed away and we moved into my grandparents’ home. Grandpa was in the service station industry for 43 years – Black, White, Hispanic men worked for him. He taught us to respect others, no matter what color...just the kind of house we grew up in. Respect and love – what we grew up with. Former Gov. (Albert) Brewer was a pallbearer at Mom’s funeral. He led by example his entire life...had a great influence on me and my sister. Mom, grandparents, and Gov. Brewer.

Two decades is a long time to lend yourself unremittingly to serving others. During those 20 years, did you ever have thoughts of abandonment, moving in another direction, following another passion...or is this it? No ma’am. I would love to be a concert pianist, starting guard on the University of Indiana basketball team. I also love what I do.

What makes you happy? Lots of things. Being of service is certainly right near the top. What really makes me happy is that both of my children are doing well. As long as my children are happy and doing well – probably my greatest happiness. Neither one is a taker; both givers. Great testament. We all want our children to be better than us. I think my children will fare well, exceed anything I’ve ever done.

What saddens you? A lot. People that live under the viaduct, along the railroad tracks. Almost every day we go someplace where someone has been killed needlessly. Drugs; drugs are scourge of the earth. They sadden me. Not having the resources to do everything we need to do saddens me. Not being able to come together and figure things out saddens me. We have brown people, black people, white people – beautiful rainbows of people that live on this planet and we don’t get along. One day we will figure it out. I don’t think I’ve ever seen anybody bleed but one color.

Barring your family, closest friends, and the work you do, what is your greatest love? Besides them?! I love the New York Yankees, Auburn Tigers. I love Birmingham. I’m a homer. I’ve been in Birmingham for 47 years. I’m proud to tell people where I’m from, proud of the boards I sit on, never dreamed I’d be on the Board of JCCEO, fire shelter; never dreamed. One reason I take it so seriously.

Any final comments? We always need help, more food, more clothes. Never a day somebody doesn’t need something. I’ll end on one of my posts on Facebook: Love thy neighbor. Feed the hungry. Clothe any that are naked. Was taught that at home.
MLK Day of Service Community Health Fair

"Of all the forms of inequality, injustice in health care is the most shocking and inhuman."

So were the words so eloquently and convincingly spoken by the Rev. Dr. Martin Luther King, Jr. at the 1966 convention of the Medical Committee for Human Rights, organized in 1964 to support civil rights activists during Mississippi's Freedom Summer. Fast forward 50+ years and the lack of access to healthcare coverage is a burden that many yet bear, particularly African-Americans; the uninsured and underinsured suffer most from sickness and medical debt; and the rates of illnesses, such as cancer, high blood pressure, and diabetes continue to increase – especially among those who can least afford healthcare coverage.

What better way was there for the Birmingham Fire and Rescue Services (BFRS), with facility support from JCCEO, to help fill a cavernous gap in healthcare services than provide free medical services for the Kingston and surrounding communities during its first MLK Day of Service Community Health Fair on MLK Day? It happened at the JCCEO Head Start Kingston Center...and it was a glorious event!

Along with JCCEO, time and professional services/donations were generously shared by other community partners, including: Christ Health Center, Jefferson County Health Department (medical services), UAB Family Nurse Partnership (medical services), Piggly Wiggly of Woodlawn (delicious fruits for participants), Birmingham Police Department (security services and informational pamphlets for participants), Birmingham Bar Volunteer Lawyers Program (offered free legal advice for participants), Art in Avondale (provided activities for children while parents/guardians received services), and Walgreens (flu shots). Door prizes were provided by the McWane Science Center, Alabama Theatre, Birmingham Zoo, and Birmingham Firefighters Association Local 117. Cookie tins were donated by the Birmingham Firefighters. Delicious food items for Health Fair volunteers were donated by Dreamland Barbecue of Southside, Chick-fil-a of Southside, and Golden Flake. Approximately 100 attendees, including children, took advantage of the complimentary blood pressure and blood sugar checks, flu shots, baby boxes, and more at the JCCEO Head Start Kingston Center gymnasium. The results of this great partnership effort are noteworthy:

- 67 citizens (46 females/21 males) received blood pressure and blood sugar checks by the BFRS personnel;
- the average age of all attendees was 37 (youngest citizen to be screened was age 13; the oldest champ was age 76);
- 16 flu shots were administered by Walgreens;
- 7 young mothers registered to receive a free Baby Box;
- 21 citizens, without a primary care physician, were connected with Christ Health Center (https://christhealthcenter.org/) - a Birmingham entity that offers primary care, dental services, professional counseling, and medication therapy management for uninsured and under-insured, income-eligible patients);
- 18 door prizes were awarded, including $125 in Visa gift cards.

An absolute success, the first MLK Day of Service Community Health Fair, sponsored by BFRS, provided more than healthcare support; it reignited a sense of belonging and neighborhood pride within the citizens of the Kingston and surrounding communities, all the while communicating to them that they are also special, not forgotten, and warrant best care. JCCEO gives highest honors to BFRS and was happy to provide the perfect space and set the stage for the excellent services and gift-giving. We look forward to a repeat partnership performance in 2019! Thank you!

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On the Menu in IT (Information Technology)

If you are hungry for your IT order to be filled to perfection...select the Master Chef’s, i.e. IT Director Brandon Sims’ recommendation. IT’s ticketing procedures (below) are in place to ensure well-documented records of Agency resources used are in hand and the best/most convenient ways to resolve staff issues occur.

1) Issue your request via email to help@jcceo.org; or
2) Go online to https://jcceo.kayako.com, sign in, and submit your request.

Either step will give you a case number via email (check Spam folder if not in your Inbox within a few minutes of submitting your request). If a case number is not at all received, call the IT team at 905-2800 or Ext 6200. Help will be on the way!

Much obliged Team IT.

Demanding and Outstanding

One might mull over the spirited leadership of JCCEO Child Development Services Director Carmelita Poindexter and her propensity to fight for excellent service delivery, but short-lived that should be. Carmelita’s love for the Agency known as JCCEO is immense, undeniable, and in fact heightened because of her deep affection for the little ones we serve through our Head Start, Early Head Start, and Pre-K programs. She rocks at JCCEO and beyond, evidenced by her *nomination for and receipt of

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Effective Mar 1, 2018, JCCEO employees can now, on a daily basis, either enroll in the JCCEO 401(k) Profit-Sharing Plan or make changes to their current JCCEO 401(k) Profit-Sharing Plan.

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**Partnership Plus**

Those who know JCCEO, including staff, may be well-aware of the Agency’s reason for being, how the Agency began, whom it serves, etc., but give little or no thought or consideration to the complexity of the organization and its rich network of partners. JCCEO partnerships are many, diverse, and have been critical to the organization’s duration and success for over 50 years. With a changing of the guard at the Agency’s Executive Director’s level in 2017, new, expanded, and/or different partnership opportunities were aggressively pursued and born, with objectives that support JCCEO’s mission to reduce poverty, meet the needs of those we serve, helping them to become financially independent. “Who are they,” one may ask, and “how do they help us help others?” A few of our finest and their contributions to help move forward our low-income citizens are offered below.

**Alabama STEM (Science, Technology, Engineering, Math) Education, Inc.,** in partnership with JCCEO since December 2016, daily builds greater language, literacy, and science/technology-driven foundations for our low-income children, all ages, at JCCEO’s Bessemer location (1324—4th Avenue North).

JCCEO’s newly-formed partnership with [Innovate Birmingham](http://innovatebham.com) sets in motion opportunities to: 1) foster the city’s economic growth and 2) equip JCCEO Head Start parents with an aptitude for technology for professional employment in the field of information technology. Over 900 high-paying jobs in the Birmingham area were unfilled due to the lack of area residents with the required skillsets. The University of Alabama at Birmingham and Birmingham Business Alliance were given opportunity to lead this effort, providing two intense Information Technology training boot camps to Birmingham citizens: a 12-week basic certification track and a more intensive 14-week track, both held at Innovation Depot, downtown Birmingham. For additional information, visit the website at innovatebham.com/workforce/.

**Birmingham, Alabama, Mayor’s Office of Community Policing and Revitalization (CPR),** is a program of the Birmingham Police Department that seeks to reduce violent and drug-related crime in designated high-crime communities. In its ongoing support of this initiative and multi-year partnership, JCCEO, on August 1, 2017, donated its previous Community Services office building (located at 1200 Tuscaloosa Avenue) in Birmingham, Alabama's West End neighborhood to CPR. (The refurbished building officially became CPR’s headquarters.) With a more defined police presence in the crime-laden West End community, Birmingham’s community policing efforts are now being focused on deepening and creating new relationships with West End community residents.

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(Carmelita, Continued from Page 3)

the ChildPlus 2017 Outstanding Community Service Award, presented to Carmelita at the Las Vegas, Nevada, ChildPlus Training Scramble in October 2017. Carmelita was also gifted with this expenses-paid trip to Vegas and a $275 gift card. What was in it for JCCEO?! JCCEO received a $5,000 donation!

*Bravo to HS Infant/Toddler Coordinator Kim Berry, nominator. As beautifully stated in Kim’s nomination: “…the word that is most befitting [Carmelita] is servant. It takes love and compassion to serve others and Carmelita exemplifies that wholeheartedly.”

Proud and grateful we are, Carmelita. **Well-done our good and faithful servant.**

**March, National Nutrition Month…**

...resuscitated the infamous JCCEO Headquarters Stair Challenge and beckoned old & new staff participants (Thanks to all). And the 2018 champs are:

1) **LAKEISHA LAPSLEY, Purchasing Clerk**
2) **ANTOINETTE CRISTOBAL, HS Lead Bilingual Family Services Worker; and**
3) **DEBORE WATSON, HS Data Clerk.**

Well done and congratulations, ladies, for building up your healthy bones, muscles, and joints! Keep stepping!
With a Bachelor of Science in Marketing from the University of Alabama and an MBA from Kennesaw State University, Mr. Waddy is passionate about mentoring and making sure underserved populations are represented and integrated into positive societal outcomes, as evidenced by an established legacy in youth and workforce development programs around the Atlanta area.

The JCCEO Board of Directors and staff welcomed and welcomed DePriest Waddy to its flock of community servants. The ensuing months since the onset of his new leadership have seen getting-to-know sessions, dashboard meetings, staff changes and challenges, new partnerships, the birth of an Agency foundation, and too much more to list.

Perseverance is at the top of JCCEO’s must-do list and has been for over 50 years at this successfully-enduring Agency. Mr. Waddy is now eagerly on board—implementing new and revisited strategies to build us up, and planting new seeds that have since begun to grow and prosper. He is now one of us...and we do not plan to let go.

(Over) 50 and Fabulous!

“They’ve created industry, advocated for the most vulnerable populations and educated our futures. They’re judges, doctors, and community volunteers. They’re over 50 and fabulous!”

Congrats are extended to Vie English Mims, Deputy Director for Community Services, on her selection to Positive Maturity’s Top 50 Over 50 Class of 2017 (Read more: https://www.positivematurity.org/top-50-over-50.html)! The Class was invited to and celebrated at the organization’s 4th Annual Top 50 Over 50 Awards Ceremony in July 2017 at Homewood’s The Club. Vie’s event cheerleaders included Executive Director DePriest Waddy, CDS Director Carmelita Poindexter, Energy Services Coordinator Dorothy Crosby, Adult Services Coordinator Yalanda Muhammad, former Facilities, Maintenance, Transportation Director/Weatherization Coordinator John Woods, Administrative Assistant Adrienne Williams, and Executive Secretary Patrice Smith.

(Job Fair, Continued from Page 1)

JCCEO and collaborative partners, The Women’s Fund of Greater Birmingham and Jefferson State Community College, had the right idea, the ideal plan, and drive to spearhead this event and make it happen. The 2017 Employment/Services Outreach Fair, hosted by the team of partners, was a glaring success, strategically designed and brought to fruition for a two-fold purpose:

To allow employers and vendors to promote and help solidify their establishment in the Jefferson County community; recruit for their open positions; and connect job fair participants to supportive social services as the participants transition into employment; and Give opportunity to the unemployed and under-employed Head Start/Early Head Start and community parents/adults to gain living-wage employment, with benefits, as they move their families toward financial independence; find out about educational scholarships and opportunities; and take advantage of the social services available to them during pre-employment.

The still-discussed event attracted 231 ambitious participants, including 54 JCCEO Head Start/Early Head Start parents and 177 community residents. Also greater-than-great are the following 28 service-minded Employer/Vendor contributors, to whom JCCEO gives a thumbs-up:

Alabama Career Center System
Alabama Power
American Family Care
Automation Personnel Services Inc.
Central Six Development Council
Chick-fil-A
Connect With US
The Dannon Project
Department of Human Resources

Dr. Shawn Buri, DDS
Family Guidance Center
JCCEO Human Resources
Jefferson County Human Resources
Jefferson State Community College—Admissions Office & Adult Education
Kelly Services
Onin Staffing
Plastipak Packaging Inc.

Personnel Board of Jefferson County
Regions Bank
Reliable Moving Company
T-Mobile
UAB Medicine
United Way of Central Alabama
Walgreens
CVS
Work Faith Birmingham

Bravo and thanks to Parent Engagement/Social Services Coordinator Hollis Johnson and his team of event organizers, staff, employers, vendors, and participants!
The Family Services Advisory Committee (FSAC), comprised of all JCCEO HS Coordinators, Family Services Specialists, Family Services Workers, and representatives from Jefferson County community services and social services agencies, without fail, is a well-oiled machine, circling the wagon of opportunities for our low-income families. Its mission piggybacks the Agency’s mission: becoming abreast of and understanding the needs of low-income families; identifying new programs and services available to address these special needs; facilitating partnerships, lines of communication, whatever is required to make sure our families receive the benefits of these community services and improve their life circumstances.

FSAC’s Nov 2017 meeting was an example of more to come (e.g., the April 2018 meeting) to find ways to help our families become self-sufficient. At the helm was Family Services Coordinator Hollis Johnson, giving updates about workforce development opportunities, Families Forward Scholarships, TABE (Test for Adult Basic Education) testing challenges, HS/EHS/Pre-K Recruitment, and Alabama Pre-K programs in Jefferson County. Helpful information was also shared by external and internal community service advocates:

BBVA Compass representative Wesley Fowler discussed home mortgages and areas of assistance at BBVA Compass for first-time home-buyers;

Beginning Bridge’s Vanessa Beavers updated the panel about work opportunities and the entity’s clothes closets (donated attire to gift low-income employment seekers);

JCCEO LIHEAP (Low-Income Home Energy Assistance Program) bill payment procedures and steps to scheduling energy assistance appointments via the automated line were shared by Energy Services Coordinator Dorothy Crosby;

Procedures to apply for housing through HABD (Housing Authority Birmingham District) were communicated by its representative Gavin Billups; and Judy Woods, Financial Specialist with the United Way, discussed financial stability programs, IDAs (Individual Development Accounts), foreclosure prevention, Connect 211, and tax-free preparation.

Without a doubt, it takes teamwork. Hats off to all!

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The JCCEO Head Start-Early Head Start Scholarship Fund was created in 2011 to provide scholarship assistance to children who completed JCCEO Head Start and later enrolled in and attended colleges, universities, and training schools throughout Alabama. To date, 82 scholarships ($68,500) have been awarded, including the 2017 recipients below.

**Scholars and Dollars**

**Jewon Woods**
Alabama State University

**Latonya Alexander**
Tuskegee University

**Jeremiah Trim**
Lawson State Community College

**Carmetiuss Jacoby**
Lawson State Community College

**Phillips Black**
Alabama State University

**Caliya D'Shon Murry**
Alabama State University

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Cruising Around the ‘Ham’ - Oh What Fun It Is to Have!

JCCEO Wylam Adult Day Health Care clients and Program Aides are cruising at different altitudes these days...altitudes of comfort and greater safety. Purchased recently, to transport our Wylam clients, were five white, 2017 Chevrolet, G350 Express, 15-passenger vans (JCCEO-assigned numbers 225-229)! Periodically the vans also be used as touring vehicles, transporting JCCEO Board members and perhaps others to visit JCCEO component sites and showcase our wares.

**Many thanks and kudos to Transportation Manager Charlie Vargas for superintending the selection and purchase of these vans!**

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From the Executive Office:

JCCEO proudly welcomes and is delighted to have onboard our three newest members to the now 18-member JCCEO Board of Directors:

- **Mr. Kamonte Kelly** (Private Sector), Asst. Vice President, BancorpSouth;
- **Lt. Darryl T. Lane** (Low-Income Sector), Public Education and Community Relations Division, Birmingham Fire and Rescue Service; and
- **Mrs. Alice R. Williams** (Public Sector), Administrative Assistant to the Mayor (Woodfin).

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A JCCEO Code of Conduct Provision:
Each employee and volunteer must refuse to engage in or tolerate any fraud, misuse, or waste of JCCEO resources.
And Miles to go Before She Sleeps…

Phillips High School graduate and HS ERSEA (Eligibility, Recruitment, Selection, Enrollment, Attendance) Manager TAMARA PAIGE works hard, all the while exuding a posture of caring and a level of professionalism that truly stand out, so much so she was invited to share a brief synopsis of her journey to JCCEO. Read up and enjoy!

In a nutshell, Tamara, what is involved with each segment of ERSEA? Eligibility is based primarily on age and income to determine, as required, if the child is eligible for our HS/EHS/Pre-K program. Recruitment involves my having to find viable ways to recruit children for our program.

The Selection process replaces children that are abandoned or terminated from the program, most often due to excessive absences, and targets and selects the children with the greatest needs. After a child’s selection, the child’s Enrollment date is entered into ChildPlus (HS software) — officially enrolling the child into the program. The child’s record of Attendance begins his/her first day, a record I monitor (ideally) every two weeks via ChildPlus to ensure the child’s 85% attendance rate.

So, how is it going? I’m still learning my job. [Tamara was selected for and has served in the role of ERSEA Manager since Oct 2017.] It is very satisfying. I have met a lot of people at the Agency with whom I have enjoyed working; they have made my years here [at JCCEO] very memorable.

What was your previous job? How long have you worked for the Agency? I was a Family Services Worker before my current position and have been with the Agency since 2004.

Are you a Birmingham native? Born and raised...and a Miles College graduate with a Biology degree!

A Biology degree?! How’d you end up at JCCEO? I taught SMART (Science, Math, and Related Technology) at Girls, Inc., on a part-time basis for the first couple of years out of college. My supervisor left Girls, Inc. for a position with SERAAG, a therapeutic foster care agency in Birmingham, called and offered a job to me. I accepted and worked at SERAAG as a Family Support Worker, performing wrap-around services, providing parents with basic living skills to keep their children in their home. SERAAG began downsizing; I then came to JCCEO as a Family Services Worker in 2004.

Tamara, do you have children of your own? I do not, but I have many nieces and nephews! I am a very hands-on aunt! I try to be involved in all educational and extracurricular activities that they are involved in.

Tell me more about your family. I have four sisters. I am a big sister and a little sister — two sisters younger than me and two who are older! My father passed away one week after I was given the job as ERSEA Manager. My mom, Jo Nell Paige, manages well most days—she and my dad were married for 40+ years. She is my very best friend; we have always had a close relationship.

Do you have other hobbies, activities you enjoy? I am a big reader; I love books! I enjoy Black authors — fiction and non-fiction! I also love shopping. Who doesn’t?! [chuckles] And, of course I spend time with and love my family.

PINKED-OUT STRUTTERS

Our brave JCCEO steppers did not miss out on the Breast Cancer Awareness Month (Oct) 5k Walk at Regions Field in 2017. Led by breast cancer survivor and Family Services Specialist Georgia Weatherston, these pinked-out ladies made us proud at the ‘J’!

Pictured (top, left to right): HS Teacher Aide Melody Reynolds; former employee (NS Name Violent) Talia Jones; Georgia Weatherston; Lead Family Services Specialist Dawn Hampton; and Family Services Worker Latoya Lee.

Kneeling: Education Specialist Stephanie Cotton (l) and HS Teacher Aide Von Howard.
E t c e t e r a...

IN THE SPOTLIGHT
Bachelor of Science Degree
Early Childhood Development
Athens State University

LENORA BURROUGHS
Pre-K Arrington
CDA (Child Development Associate) Credential
*AN妮 BURT
EHS Leeds
LA SHONE ELSTON
HS West Center Street
CDA (Child Development Associate) Credential
DANA FLOYD
HS Arrington
TANISHA HILL
HS Erwin
LE’DEATRICE LEWIS
HS Erwin
CHANDREA MCCREE
EHS Kingston
ERICA MILES
EHS Kingston
*NICOLE RICHARDSON
EHS Center Point
CDA (Child Development Associate) Credential
*LEANDREW ROBERTSON
EHS Kingston
ANDREA ROSS
EHS Leeds
RAKEYA WATTS
EHS Fairmont
CASSANDRA WALLS
EHS Kingston
JAVA LACEY
EHS Kingston

*Most recent & 2nd CDA received—Infant/Toddler; 1st CDA received—Preschool

HR Corner
Q To whom should I direct my general HR questions and/or issue a request for general HR information?
A All questions about address changes, HR forms, benefits or any general HR inquiries can be sent to: HR@jcceo.org.

DID YOU KNOW??
The following active Committees are comprised within the JCCEO Board of Directors:
EXECUTIVE FINANCE
PERSONNEL COMPLIANCE

Ask Finance
Q Many JCCEO purchases are under $500. What are the proper procurement procedures for these purchases?
A Below is a condensed version of these procedures that must be followed to ensure problem-free Agency purchases under $500:

1. Complete a “Small Procurement, Use of Credit Card and Payment Authorization” form (Small Procurement form) after a need has been identified.
2. Have the Small Procurement form signed by your Program Coordinator and Division Director.
3. Bring the approved Small Procurement form to the Accounts Payable Accountant in the Finance Department. You will be allowed to sign-out a BBVA Compass credit card.
4. Return the credit card and purchase receipt(s) to the Accounts Payable Accountant after your purchase.

★ Happy Purchasing JCCEO! ★

Victory for the Vulnerable
Our senior customers and clients also cross the finish line! Since 2009, JCCEO Energy Services staff, led by Coordinator Dorothy Crosby, coordinate outreach efforts with county-wide senior centers and strategically visit and process *LIHEAP energy assistance applications for JCCEO senior customers and clients, many of whom either lack dependable transportation to make their scheduled appointments or the computer skills/internet access to apply online for assistance. During PY2017, fourteen (14) senior sites were visited, during which JCCEO staff individually met with and processed energy assistance applications for 333 winning seniors!

Awesome LIHEAP Staff! Simply awesome.
Sites visited: Garden of Hope; Dugan Avenue; Midfield Senior Nutrition Center; Hoopersville Senior Nutrition Center; Villa Maria II; Triumph Youth & Adult Development Center; Forestdale Senior Center; Dolomite Senior Center; Warrior Senior Center; Leeds Senior Center; HUD 202 Properties/HEPA3; Spring Garden Center; Triumph Youth & Adult Community Development; Cherry Ridge Independent Living; and Serving You Ministries.

*LIHEAP—Low-income Housing Energy Assistance Program

(MLK, Continued from Page 3)
Special thanks are also extended to JCCEO staffers, including event organizer HS Kingston Center Manager Boris Hurst, Executive Director DePriest Waddy, Senior Accountant Irish Lindsey-Turner, and Administrative Assistant Adrienne Williams for their pre- and post-fair work. Kudos as well to IT Specialist Gary Miller; Executive Secretary Patrice Smith, and HS Family Services Coordinator & health fair vendor Hollis Johnson.

You Soar!