[ms-0398 013 001-001]

SAN DIEGO URBAN LEAGUE, INC.
Suite 401, Robinson Building
520 "E" Street
San Diego, California 92101

# A G E N D A

BOARD OF DIRECTORS MEETING
June 8, 1967

12:00 Noon — Emerald Grill

I. CALL TO ORDER

II. INTRODUCTIONS

III. MINUTES

IV OLD BUSINESS

A. Membership Report — Fred Iverson

B. Education & Youth Incentives Report — Dr. Will Kidwell

V. NEW BUSINESS

A. Personnel Committee Report — Bob Dugger

B. Appointments and Resignations

1. Board

2. E.O.C.

VI REPORTS

A. President

B. Neighborhood Youth Corps — Leon Williams, Director

C. Executive Director

1. Housing
2. Summer Activities
3. Meeting of League Executive with Governor

VII. ADJOURNMENT

SAN DIEGO URBAN LEAGUE, INC.
Suite 401, Robinson Building
520 "E" Street
San Diego, California 92101

MEMBERSHIP REPORT

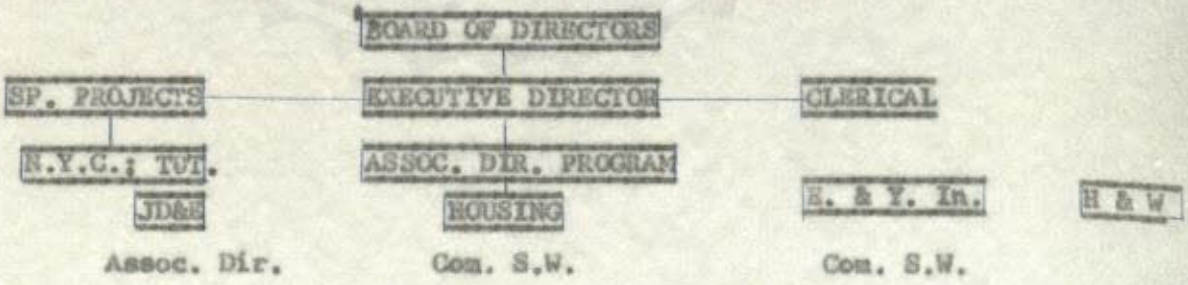
| | | | |
|---|---|---|---|
| I. | Total Non-Board Membership | | 138 |
| | General | $385.25 | |
| | Contributing | 250.00 | |
| | Donor | 277.00 | |
| | | ~~$905.25~~ | |
| | | $912.25 | |
| II. | Total Board Membership | | 26 |
| | | $645.00 | |
| III. | Special Contributions | | |
| | Ryan | $500.00 | |
| | Robert Dugger | 25.00 | |
| | Fred Iverson | 100.00 | |
| | Pacific Telephone | 500.00 | |
| | Copley Press | 400.00 | |
| | | $1,525.00 | |
| | Grand Total | $3,082.25 | |

SAN DIEGO URBAN LEAGUE, INC.
Suite 401, Robinson Building
520 "E" Street
San Diego, California 92101

PERSONNEL COMMITTEE

The below proposal is being submitted for your consideration as a possible long range staff acquisition plan. As you know we generally work in four program areas: Job Development and Employment; Health and Welfare; Education and Youth Incentives and Housing. Normally we would have an Associate Director or Field Representative for one of those areas in a small league such as San Diego. The Executive usually coordinates program and efforts of these four assistants. I would like to make the below proposal as an alternative to that particular plan.

It would appear that our greatest need now is for a skilled executive who would carry the title of Associate Director for Program. It would be his major responsibility to work with a Board committee to develop a sound program which will meet the needs of this community. In addition to the Program Director we should have another Associate Director for Job Development and Employment. This is possibly the area which would require the most professional skill and an understanding of the basic needs of poor people. He, of course, would develop programs in the area of Job Development and Employment under the supervision of the Program Director. In our other areas we could hire, at half cost, 3 sub-professionals called Community Social Work Aides who would carry out programs designed to reach the poorest person in our society and the ones with the least resources. The precedent for this has already been established in the League through its Project ENABLE Social Work Aides. They are doing a fantastic job in relating to poverty stricken people in San Diego. There seems to be considerably merit in this approach and would leave the Executive free to coordinate special projects such as N.Y.C., Tutorial Project, etc.; to coordinate the activities of the rest of the staff; make speaking commitments and attend functions where his presence would increase the image and acceptance of the League such as Kiwanis and other significant boards in the community. Pictorially, this can be seen as follows:



SAN DIEGO URBAN LEAGUE, INC.

| | |
|---|---|
| JOB TITLE: | Director of Job Development and Employment |
| SALARY: (Minimum) | $8076 per year |
| EDUCATION: | A graduate degree in personnel and guidance, industrial relations, economics, sociology, social work or education. |
| EXPERIENCE: | Preferred is at least three (3) years in interviewing, counselling, social work, race relations, teaching or professional or administrative government employment. |

STATEMENT OF DUTIES

Maintains cooperative relationships with the state employment service. This includes referral of applicants for registration, sharing of information, referrals for testing, referrals of job orders and, when desirable, joint employer-visitations.

Fact-finding and research - job information, labor market data, the minority work force, job trends and other pertinent information.

Interprets basic facts through consultations with labor, management, and the government; through public speaking engagements and newspaper articles and by publishing special reports and articles related to the work and the concern of the agency.

Provides staff services to the industrial relations, labor advisory and other committees as required by program emphases at various times.

Regularly promotes merit employment through consultations with employers and labor unions.

Job counselling, on a limited basis, to workers with problems of employment, promotion, industrial relations and other difficulties related to their jobs or employment generally.

Initiates, organizes, promotes, and conducts special programs, such as unemployment conferences, sales service clinics, secretarial refresher workshops and management (minority employment) clinics.

Interviews, screens, and refer applicants to employers who are hiring minorities for the first time.

Provides consultative and other services to labor unions to promote equality of job opportunity within labor unions and in cooperation with labor unions.

Serves on committees, boards and special bodies of community and civic organizations. This, to represent the agency and to foster and promote cooperative relationships with other agencies, public and private.

Conducts other projects and activities at the direction of the executive director.

SAN DIEGO URBAN LEAGUE, INC.

| | |
|---|---|
| JOB TITLE: | Director of Job Development and Employment |
| SALARY: (Minimum) | $8076 per year |
| EDUCATION: | A graduate degree in personnel and guidance, industrial relations, economics, sociology, social work or education. |
| EXPERIENCE: | Preferred is at least three (3) years in interviewing, counselling, social work, race relations, teaching or professional or administrative government employment. |

STATEMENT OF DUTIES

Maintains cooperative relationships with the state employment service. This includes referral of applicants for registration, sharing of information, referrals for testing, referrals of job orders and, when desirable, joint employer-visitations.

Fact-finding and research - job information, labor market data, the minority work force, job trends and other pertinent information.

Interprets basic facts through consultations with labor, management, and the government; through public speaking engagements and newspaper articles and by publishing special reports and articles related to the work and the concern of the agency.

Provides staff services to the industrial relations, labor advisory and other committees as required by program emphases at various times.

Regularly promotes merit employment through consultations with employers and labor unions.

Job counselling, on a limited basis, to workers with problems of employment, promotion, industrial relations and other difficulties related to their jobs or employment generally.

Initiates, organizes, promotes, and conducts special programs, such as unemployment conferences, sales service clinics, secretarial refresher workshops and management (minority employment) clinics.

Interviews, screens, and refer applicants to employers who are hiring minorities for the first time.

Provides consultative and other services to labor unions to promote equality of job opportunity within labor unions and in cooperation with labor unions.

Serves on committees, boards and special bodies of community and civic organizations. This, to represent the agency and to foster and promote cooperative relationships with other agencies, public and private.

Conducts other projects and activities at the direction of the executive director.