

Linn Benton Lincoln Early Learning Hub
NWHF: Healthy Beginnings+Healthy Communities
Pre-Scoping Meeting Minutes

January 27, 2015

Attendees: Tatiana Dierwechter, Jasper Smith, Patty Parsons, Hilary Harrison, Rocio Munoz, Lynn Hall, Kristi May, LeAnne Trask

Programs represented: Benton County Health Department, CASA of Linn County, LBL Early Learning Hub

Recap and Overview of Grant Application:

- NW Health Foundation generally only grants to grassroots organizations.
- Funding & Resource Team created the Grant Proposal for the Hub using: engagement models, best practices, needs assessments, and information from the Data & Evaluation Team.
- Compiled list of liaisons by county, then added additional regional liaisons.
- Some of the liaison organizations don't know that they were included in the grant application.
- Intent of grant is to develop a 5-year plan with recommendations and implementation plans.
- NWHF granted the EL Hub a \$30,000 grant (the check arrived last week).

Review and Update Key Partners:

- The LBCC Media Office has generated a Press Release announcing the awarding of the grant to all of our partner organizations.
- Hub website needs to be updated with announcement and the NWHF logo added to our "Partners" page.
- Need to get a Lincoln County Hub member involved. Lauren Sigman?
- Introductory Call meeting with the NW Health Foundation is being scheduled for February 6, between 10am and 2pm. Kristi will call and set-up an exact time, and then email the information to the group.

Review and Update Timeline:

- Create webinar for each county explaining the grant offering and what we wish to do with it. Should also include an introduction to the EL Hub and what we are trying to accomplish.
- Invite participating partners to speak to potential members.
- Draft letter to all liaisons announcing grant award, including the language "Your county representative will be in touch with further information".

- Send Press Release to Regional Liaisons announcing the grant award. Patty sending LeAnne a list of names and addresses.
- Talk to Mary McKay about LBL-ESD and how we gain a foothold with the public schools in the area.

Additional Group Business:

- March Conference with the NW Health Foundation at Warm Springs (2 days + travel). Can send up to four people. Kristi and Lynn will be attending. Would like to include a Lincoln County representative. Need to reserve 3 rooms and RSVP.
- The group will be using “Base Camp”, a project management software system to keep everybody connected. Rocio will send invitations to the EL Hub members so that they can access the software and begin using it.
- Our next meeting is scheduled for: Feb. 23, 12-1:30pm (brown bag) in the CASA Meeting Room.