

Linn Benton Lincoln Early Learning Hub Healthy Beginnings Grant Meeting Minutes

MEETING COMMENCED	12:00pm, March 16, 2015 CASA Offices
MEETING CALLED BY	Lynn Hall
MEMBERS PRESENT	Hilary Harrison, Rocio Munez, Lynn Hall, Kristi May, LeAnne Trask, Patty Parsons, Tatiana Dierwechter, Jerri Wolfe, Shelley Paeth, Julia Young-Lorion, Susan Trachsel
VERSION	Final

Agenda topics

DISCUSSION ITEM	Work Plan
	NWHF doesn't require a work plan, but we have chosen to use one
	Discussion of each work plan section
	This work plan will help us develop a 5-year plan for NWHF by August
	In-depth discussion of NWHF grant goals so that our new member will have a better understanding of what we are trying to accomplish
CONCLUSIONS	
	Work Plan will be followed as closely as possible, but will remain fluid throughout the process

DISCUSSION ITEM	Review of Webinar
	Lynn displayed the pages she has created and handed out draft outlines of the webinar
	Hilary suggested adding more photos to the webinar document
	Personal outreach calls will be made to partners, and they will be invited to attend the webinar to get more information about what we are asking them to do
	Group discussed holding a live webinar, and then posting the recording of the webinar on the Hub Website so that it can be reviewed by anyone who is unable to attend the live webinar
	Schedule live webinar the 2nd week of March
CONCLUSIONS	
	Group agreed to schedule live Webinar for Wednesday, March 18. Time will not be set until partner outreach calls have been made, and then a time will be set based on partner feedback.

DISCUSSION ITEM	Talking Points
	Lynn handed out partner list, broken up by county, with suggested assignments for making phone calls
	Shelley Paeth agreed to contact the Lincoln County partners on the list
	Group reviewed the list and added additional potential partners that were not listed (Patty Parsons has complete list)

Lynn handed out Talking Points list		
Group discussed translating PowerPoint into Spanish		
Group discussed translating the Webinar into Spanish		
Group discussed translating the Talking Points into Spanish		
Group discussed what we want the outreach parents to tell us: What do parents need? What do they need to survive? What barriers have parents had? Have parents encountered barriers to information? Do the parents feel that their children are ready for kindergarten?		
Group discussed going back to outreach parents after the information has been compiled and letting them know what we got from them and what we plan to do if we receive the additional grant funds		
Kristi expressed concern about the \$1,500 stipend amount included in the Talking Points		
CONCLUSIONS		
Group agreed that \$1,500 was more than the Grant would allow, and that some organizations didn't need the stipend.		
Group agreed to translate the PowerPoint into Spanish		
Group agreed not to translate Webinar into Spanish as most small agencies don't have the technology to view the Webinar		
Group agreed to translate the Talking Points into Spanish		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Rewrite Talking Point regarding the stipend sentence to make it something like "Small stipends are available to defray costs for some small agencies."	Hub Staff	ASAP
Add question to Talking Points regarding what time works best for the partner to view the live Webinar on March 18	Lynn	ASAP
Translate PowerPoint into Spanish	Rocio	ASAP
Translate Talking Points into Spanish	Rocio	ASAP

DISCUSSION ITEM	Current Community Assessments
Patty handed out Community Health Assessment and Community Health Improvement Plan information (CHA/CHIP)	
Patty explained the thinking behind the CHA/CHIPs: collecting living data	
Patty explained why it's important for us to align with this effort	

NEXT MEETING	Lynn Hall
Group reviewed possible dates and times for upcoming meetings	
Group discussed extending the meetings from 1-1/2 hours to 2 hours	
CONCLUSIONS	
Group set next meeting for Monday, March 16, 2015, from 12-2:00pm at the CASA Offices	

NEXT MEETING	Monday, March 16, 2015, 12-2:00pm, CASA Offices
MEETING ADJOURNED	2:00pm