

# Linn Benton Lincoln Early Learning Hub Data & Evaluation Work Group Meeting Minutes

<b>MEETING COMMENCED</b>	2:00pm, February 27, 2015 Benton County Sunset Bldg., Corvallis
<b>MEETING CALLED BY</b>	Lynn Hall
<b>WORK GROUP MEMBERS PRESENT</b>	Anne Peltier, Julia Young-Lorion, MaiKia Moua, Bettina Schempf, Jasper Smith, Lauren Zimbelman, Jessica Deas, Tatiana Dierwechter, Kristi May, Lynn Hall, LeAnne Trask
<b>VERSION</b>	Final

## Agenda topics

<b>DISCUSSION ITEMS</b>	<b>One-Year Work Plan</b> (Lynn Hall)
Black and white hand-outs of the One-Year Work Plan are available here, but if you want a color version, they are available on the website	
Outcome 3 (System Coordination), Goal 8 (Performance is measured and data is used to learn, adjust and innovate) pertains to this Work Group. Review of those objectives:	
Continuously update and disseminate relevant data on target population	
Develop and implement common data protocols across early learning programs	
Improve understanding of the needs, strengths and opportunities for better engaging diverse parent/family communities.	
Utilize data to drive decision making.	
Review of Report on Hub Metrics Committee Recommendations:	
Created by Early Learning Council (State Work Group)	
Will replace our current recommendations in July 2015	
Will be giving a Quarterly Report to the State for this quarter, as of March 31, and must be filed by May 15	
Should we wait to decide how and what data to gather until we have these new recommendations?	
State will provide some data to move our work forward, from DHS, Family Tree Relief Nursery, Healthy Start	

<b>DISCUSSION ITEMS</b>	<b>Healthy Beginnings+Healthy Communities</b> Grant (Lynn Hall)
HBHC Grant awarded to the Early Learning Hub in January	
Discussion of LBCC Press Release announcing the Grant award	
Review of Parent/Family Engagement Framework and what it represents	
Working Committee currently directing the preparation process:	
Webinar being prepared to present to potential partners on 3/18/2015	
Opportunity to apply for \$500,000 implementation grant this summer, based on this work	
Data gathered by this grant will flow to Data & Evaluations Work Group for use by the Hub	
Collaborating with agencies in 3 counties	

Incentives will be given to assist with barriers for parents to participate		
Asset Resource Mapping – example passed around to group		
Discussion of elementary school catchment areas. Group discussed a document that Megan Lopez-Patton created showing the five catchment areas.		
What is the role of the Regional Liaisons? Partners are already embedded, but Regional Liaisons are targeted broad organizations.		
Regional Liaisons may be able to leverage funds to help us with this project		
A meeting planned by the Healthy Beginnings group to create questions for the survey of families; Data & Evaluation Work Group members are invited to attend		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Work Group requested a copy of Megan Lopez-Patton's five catchment areas be brought to next meeting	Hub Staff	Next Meeting
Work Group requested that D&E Work Group members be invited to the HBHC interim meeting for creation of questions	Hub Staff	ASAP

DISCUSSION ITEMS	<b>Regional Health Assessment</b> (Jessica Deas & Lauren Zimbelman)
Review of their hand-out and explanation of what this project is, their purpose, and sponsor	
Gathering “apples-to-apples” data	
IHN-CCO funding this project for one year	
Creating Community Health Assessment (CHA) with the info they collect, but not a Community Health Improvement Project yet (CHIP)	
The first year of the Regional Health Assessment Project will be end in September	
CONCLUSIONS	
Members agreed that we need to align the HBHC grant work with the Regional Health Assessment	

DISCUSSION ITEMS	<b>Election of Co-Chairs</b> (Lynn Hall)	
Lynn requested that two people volunteer to be co-chairs of this Work Group		
No one stepped forward		
Julia Young-Lorion agreed to be one of the Co-Chairs		
Co-Chairs will need to participate in the Leadership Committee to report to the Governing Board		
CONCLUSIONS		
Members agreed that an DHS Epidemiologist should be a co-chair for this group		
Members agreed that a number cruncher should be one of the co-chairs of this group		
Members felt that Kidco should have a representative on this Work Group		
Members agreed to wait to elect second co-chair		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Members wanted to know if LBCC had data people who could help with this process	Hub Staff	Next Meeting

DISCUSSION ITEMS	<b>Recap &amp; Next Steps</b> (Lynn Hall)
Discussion of Data & Evaluation Work Group priorities	
Discussion of Hub Meeting Timelines and diagram	

<b>CONCLUSIONS</b>		
Members would like to have a standing meeting schedule so that the Data & Evaluation Work Group can bring data back to the Governing Board and the various work groups.		
Members believe that the HBHC grant would be the first priority of the Data & Evaluation Work Group		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Members would like to see the RFP process timeline at the next Work Group Meeting	Hub Staff	ASAP
Members would like to see a chart showing all standing work group meetings and Governing Board meetings	Hub Staff	ASAP

<b>NEXT MEETING</b>	Lynn Hall	
Lynn will send out a Doodle Poll and assess when the best time for the next meeting will be, then that information will be posted on the website		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Members requested a Doodle Poll to determine date of next meeting	Lynn Hall	ASAP