

Linn Benton Lincoln Early Learning Hub Early Childhood Coordinating Council Meeting Minutes

MEETING COMMENCED	2:00pm, March 3, 2015 Philomath City Hall, Philomath
MEETING CALLED BY	Kristi May
WORK GROUP MEMBERS PRESENT	Shelley Paeth (Lincoln County Health and Human Services), Terry Persson (Creative Caring Solutions), Cyrel Gable (LBCC Parenting Education), Cindy Bond (Old Mill Center), Lauren Sigman (Lincoln County School District), Suzanne Miller (Community Services Consortium), MaiKia Moua (Benton County Health Department), Kathleen McDonnell (OSU Child Development Center), Stephany Koehne (Kidco Head Start), Eric Pommier (Kidco Head Start), Kristy Houser (Kidco Head Start), Karen Stevens (LBL-ESD), Debbie McPheeters (LBL-ESD), Renee Smith (Family Tree Relief Nursery), Jerri Wolfe (LBCC Parenting Education), Kristi May (LBL Early Learning Hub), Sandy Chase (OR Department of Human Services), Lynn Hall (LBL Early Learning Hub), LeAnne Trask (LBL Early Learning Hub)
VERSION	Final

Agenda topics

DISCUSSION ITEM	Review Minutes from 2/2/2015 Meeting (Kristi May)	
Members given copy of 2/2/2015 Meeting Minutes for review		
CONCLUSIONS		
Members agreed to accept Meeting Minutes as written		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Hub Staff will post the finalized Meeting Minutes onto the Early Learning Hub website	Hub Staff	ASAP

DISCUSSION ITEM	Election of Tri-Chairs (Kristi May)	
Reviewed February Meeting Minutes for proposal of tri-chair election process for this Work Group, and the reasons behind it		
Reiterated that each county could still hold their own Early Learning Councils, if they wish, completely separate from ECCC; however, Hub would appreciate knowing what was happening with these county Councils		
Debbie McPheeters, the nominee from Benton County, made her presentation		
Renee Smith, the nominee from Linn County, made her presentation		
Cindy Bond, the nominee from Benton County, withdrew her nomination		
Shelley Paeth, the nominee from Lincoln County, made her presentation		
CONCLUSIONS		
Since there are only three nominees, one from each county, no vote was needed. Nominees each agreed to serve. Length of term will be decided by the Charter.		

DISCUSSION ITEM	Doodle Poll Results (Kristi May)
Members received a hand-out showing the results of the Doodle Poll sent to members of the Governing Board. Board members were asked to rank their knowledge of early education subjects	
Governing Board members are not well-versed in many early education areas and will need the help of this group to educate them	

DISCUSSION ITEM	Meeting Timeline (Kristi May)
Members received a hand-out showing the reasoning behind meeting scheduling and what we are trying to accomplish	
Discussion of Hub Meeting Timelines and diagram	

DISCUSSION ITEM	Development of the ECCC Charter (Kristi May)
Members given a draft copy of the ECCC Charter, as prepared by the Hub Staff	
Articles 1-3 are taken directly from the Early Learning Hub Charter and cannot be changed here	
Article 4 Leadership Structure:	
Section 2, #2 Why is Backbone Alliance excluded from nomination? Not a conflict of interest.	
Section 2, #5 Having everyone serve a 1-year term makes everyone finish their term at the same time, so no continuity in leadership.	
Article 5 Decision Making:	
Consensus: Consensus or compromise. Commitment to the work. Recognizing undercurrents. Maybe design a consensus system for our group? Beleaguering a point doesn't help. Cheat sheet of our consensus model? Consensus is 75%. Can't stop a consensus if you are not regularly attending (3 consecutive meetings?) and giving feedback to the group. Taking attendance at meetings is required by the State.	
Absent Meetings: Can't come to a meeting, after missing a meeting, and argue something that was previously voted on.	
Article 6 Standard of Conduct:	
Section 2 Conflict of Interest – candor when discussing what a conflict means to them. Honor and respect for each other. Talk about your needs. Talk about your agency's needs. Talk about personal needs. Assume that each member has the best of intentions. Consider what is good for others, as well as your agency. Be clear about the desired outcome. Take acronyms out of our vocabulary at these meetings? Take out "disciplinary" and add in "corrective". Those with a conflict of interest may still participate in the discussion. In order to figure conflict of interest, you have to say who is a member. Only members vote. Difference between financial conflict and role conflict. We all have role conflict in this group.	

CONCLUSIONS	
Members voted to change Section 2, #2 to not exclude Backbone Alliance members from nomination.	
Members decided to come back to Section 2, #5 at a later time.	
Members decided to have Hub Staff make the changes listed, and then take another pass at it next month.	
Members believe that we need a better cross-section on this Work Group – business and parents are not represented.	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Members requested that Kristi explore language to add to Conflict of Interest section that differentiates role conflict from conflict of interest	Kristi May	Next Meeting
Members requested that the updated Charter be sent to all members prior to the March 17 th meeting for review	Hub Staff	ASAP

DISCUSSION ITEM	BaseCamp (Kristi May)
Kristi discussed using BaseCamp as a means to communicate within this Work Group, and she gave a quick overview of what it would help us to do.	
Will be discussing it at the March 17 th meeting. Members asked to bring their laptop or tablet for hands-on trial.	
Kristi reminded Members to check the Early Learning Hub website for hand-outs, minutes, calendar items, etc.	

DISCUSSION ITEM	Health Care Integration Work Group (Kristi May)
Kristi asked if any Members were interested in ASQs. The Health Care Integration Work Group would like to have Early Childhood Coordinating Council Work Group representation at their meetings.	

NEXT MEETING	Kristi May
The next meeting will be held on Tuesday, March 17, from 2-4:00pm. Location will be decided by the Linn County Tri-Chair, Renee Smith.	