

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

MEETING COMMENCED	2:00pm, April 7, 2015 Benton County Sunset Building, Corvallis
MEETING CALLED BY	Lynn Hall
WORK GROUP MEMBERS PRESENT	Jerri Wolfe, Susan Trachsel, Julia Young-Lorion, Lauren Zimbelman, Guadalupe Diaz, MaiKia Moua, Jasper Smith, Bettina Schempf, Lynn Hall
VERSION	Final

Agenda topics

DISCUSSION ITEM	Review of Last Month's Meeting Minutes (Julia Young-Lorion)	
	One correction: the Regional Health Assessment will not be completed in September: replace with "their first project year will end in September."	
CONCLUSIONS		
	Minutes approved as written, with one correction	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Correct February 2015 Minutes with correction above	LeAnne Trask	ASAP

DISCUSSION ITEM	New Co-Chair (Julia Young-Lorion)
	Jerri Wolfe will be joining us a Co-Chair for this Work Group.

DISCUSSION ITEM	Purpose of D&E Workgroup (Jerri Wolfe)
	The State will be changing some of our metrics, but we won't have it until July. We will change our focus to drill down on the target population until we have our new metrics
	The State is handling things differently than they did with the Commission on Children and Families. Now the State will say that the Hub has an amount of money, and based on the data and strategic plan, Hubs will decide what they are going to do with it
	We need to be able to provide data to the Governing Board so they can make informed decisions regarding the Hub resources – statement directly from the EL Hub Charter
	Data also needs to be accessible to our Hub Partners for their needs, such as grant writing
	Jerri provided a description of the at-risk factors for our target population (from the State's definition): poverty household, inadequate housing, inadequate nutrition, parent with mental illness, living with neglect or abuse, unmet health care, minority status
	Jerri suggested creating a document listing each of the risk factors as a separate heading. Then, under each heading, list the data that is available to support the risk factor. The work group will select the most significant data for each risk factor. Finally, the work group will decide which risk factors "best" define our target population.
	Will a gap in services be visible if we pursue one of these pieces of data?
	Where is the most important place for us to start?

Kindergarten assessment data doesn't really fall into any of the risk factors.		
Could we "crosswalk" data with the kindergarten assessment data to help us find those catchment areas where our funding should be spent?		
Watched PowerPoint presentation about who the at-risk children in our Hub area are:		
Children with special needs numbers probably low because early intervention is a voluntary program, and some parents choose not to participate		
Some Hubs have focused their funding on certain areas, such as special needs only		
There is never going to be enough funds available, but where can we spend our money so it will have the most impact. If inadequate housing is an issue, will teaching them to read help the housing issue? Can we focus on the systemic problem rather than the statistics of the problem?		
Does the Hub have policy boundaries as far as what we can try to do?		
There are population differences, but we can organize by who is at-risk to categorize our priorities		
Watched "Student Engagement" video on LBCC website:		
Video created with software called PowTune, which is free. Maybe we can use it to present our data		
Looking for a nice way to share the data that we accumulate, in a short, concise, entertaining way		
A "This is what we know" message		
Where do we want to start?		
Email to other Workgroups and see what their data needs are going to be		
Some data needs make more sense to get directly from the source, such as the CCO		
Some data needs to be garnished specifically for the Hub's use		
Maybe the Leadership Committee could give us a direction to head in? What will the Workgroups need?		
How do we share this data?		
Maybe sharing our data on our website, as a logical location to store it?		
Can we create a document in Basecamp and share it between users?		
If not, we could create a Google doc and then add the data that we have		
We need to create a store of data that we can glean from our partners for general use—nothing confidential, but general information type of data		
We need to create a document that lets us see what kinds of data we have access too. Maybe have each partner "check" what data they have access to, so we know that we know what data we have and what data we still need to be looking for		
State will begin providing us quarterly data, beginning on 4/15. This will be available for our next meeting		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Julia will create a list and allow our Workgroup members to review and check-off what data they have access to. Agency-based to start.	Julia Young-Lorion	ASAP
Workgroup members will go out to the list before the next meeting and indicate which data they have access to in their agency	Workgroup Members	4/24/2015
Guadalupe will review her kindergarten readiness data and let us know what the difference is between the public data and the special data that she has access to as part of her dissertation	Guadalupe Diaz	ASAP
See if Basecamp will let us share a document between users	LeAnne Trask	ASAP

NEXT MEETING	Jerri Wolfe
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Standing Meeting on 4th Friday of each month. LBCC closed on Fridays, starting in June, so we will need to change our meeting dates, beginning in June.

Where should these meetings be held? Rotate by county, like the other workgroups? Offer remote access for all meetings?

Helps people feel engaged to be visual in the meeting—in person, or on webcam

Can the State help us to work through some of our remote access problems?

Next meeting on Friday, April 24, 2-4:00pm, and then again on Friday, May 22, 2-4:00pm

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Put meetings onto website and Basecamp calendars	LeAnne Trask	ASAP
No location for next meeting has been decided	Julia Young-Lorion/Jerri Wolfe	ASAP

MEETING ADJOURNED	4:00pm
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