

Linn Benton Lincoln Early Learning Hub Backbone Alliance Meeting Minutes

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| MEETING COMMENCED | 3:30pm, April 30, 2015 Benton Center, Corvallis |
| MEETING CALLED BY | Jerri Wolfe |
| WORK GROUP MEMBERS PRESENT | Tatiana Dierwechter, Rebecca Austen, Kristi May, Lynn Hall, LeAnne Trask, Mary McKay, Kim Whitley, Pat Crozier |
| VERSION | Final |

Agenda topics

| DISCUSSION ITEM | Updates |
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| Coordinator's Report: | |
| Introduction of Hub Staff | |
| <p>Work Groups – 3 regularly scheduled and up and running. Feeling overwhelmed with the number of meetings. Offering a proposed “break-out” meeting schedule to meet once a month. Handed-out sample letter to work group members, proposed daily meeting schedule, sample survey to members. Helps work groups with overlapping interests to attend multiple meetings on one day. Suggestion that maybe we make it a working lunch to shorten it up, or possibly have small groups to meet during that time. Help us to “power thru” and get done. Less travel time makes up for a longer day of meetings. So much is coming so fast, it’s hard to prioritize. Remote access would be improved because we wouldn’t be trying to set-up in rooms we aren’t familiar with. Add additional survey question asking what meetings they would planning to attend. Add Google calendar appointments to help people get meetings on their calendars.</p> | |
| <p>Remote Access – has been a bumpy start, but we believe that we have reached capacity and know what needs to be done. Projecting participants on the screen is helpful. Have offered to provide web cameras for all work group chairs so that they have the ability to participate if they can’t be there. Looking for conference rooms in the area that meet our needs.</p> | |
| <p>Basecamp – huge success for us. Easy for members to use, less printing costs, and more environmentally friendly. Members know what’s going on.</p> | |
| <p>Identity Branding – samples of the three logos that the Madison Avenue Collective (MAC) has created for us. Governing Board made the final naming decision, and the logo is the next step. Committee will be meeting this next week to review those samples and make some choices.</p> | |
| <p>HB+HC Grant – partner meetings held this week to help us prepare survey questions for our parent meetings. Good partner conversations and lots of good information generated. Focus group planning will include those data.</p> | |
| <p>Healthy Families of Oregon RFP – have set-up an RFP process for grant money, through agencies, rather than the Hub. We discussed it, but it really didn’t work for us. Old Mill and Lincoln County Health Dept. both have the expertise (and not the Hub), so it made more sense to approach it separately. Comparing notes and looking to see where we can bring the Hub in. Hopefully the State will approve of our choice. Hub will not be the Fiscal Agent, but will be cooperating with both agencies and assisting them. We have to think broadly in order to leverage all of our assets for this project. Letters of Support have been written by members of the Governing Board to support this, and hopefully the State will agree. Lots of opportunities, but then the work follows. The Hub staff does not have the expertise to manage the process, but it is not a good fit. If the State doesn’t agree, we will fight it.</p> | |
| Backbone Alliance Reflection: | |

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| Haven't met for a year, but the purpose hasn't changed. We are here to support the Hub, bring people to the table, bring resources to the table. Without this group, we wouldn't have gotten through the RFA process. | |
| Foundational work – supporting each other's projects – intentional alignment. | |
| The speed in which we are moving is breakneck. Lots of pressure to succeed. The Work Plan was a guess, and not set in stone. | |
| Need the information flow, and need people to come if they want more. Backbone needs to know how each organization functions. Is that what we're supposed to be? Governing Board can't make all the decisions because they don't control all the resources and personnel. Still getting to know each other. | |
| It's hard to work across sectors. Organizational dynamics. Unions. Fiscal agent complications. Maybe we should consider hosting a conference to explain the collaborative model and explain some of the problems that we have encountered and overcome. We all look at the work differently. | |
| From a K-12 perspective, K-12 isn't as involved as they should be. The effort has been made, from the Hub side, but we still need to get them involved with support of the LBL-ESD. Can get them into the Data & Evaluation Committee, but need to get them into the K-12 Work Group. Once the K-12 Work Group gets going, we need to make sure that we learn from each other. The K-12 people will come if they can see the need. When we talk about ASQs and other pre-education issues, the K-12 people don't see it as being a piece in Kindergarten Readiness. Not a priority for them to belong to the Hub. | |
| CONCLUSIONS | |
| During our first K-12 meetings, we need to showcase what the Hub has been doing for them that they aren't aware of. They need to see what the Hub has to offer them. We need to find the "key" that will make the Hub worth their efforts. | |

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| DISCUSSION ITEM | Review of Backbone Alliance Roles and Responsibilities |
| Guide Vision and Strategy: | |
| We are not all involved in facilitating the work groups, but some are. Mental Health isn't represented in any of the counties, except through the CCO. Work group facilitation is not our goal. Maybe work group support instead? | |
| Facilitators seem to come from the main agencies instead of the grassroots organizations. | |
| Work groups report to the Governing Board, not us. The Early Childhood Coordinating Council developed a charter and the Governing Board approved it. Should we be part of this? | |
| Support Aligned Activities | |
| Establish Shared Measurement Practices: | |
| At the end of the day, does the Hub know what our end game is? What is our shared goal? | |
| Continuing to prioritize to resources so that we get the data that we need. Must have the data to move forward. | |
| Build Public Will: | |
| Advocating for the Hub is appropriate for us as a partner participant. | |
| Referring things back to the Hub, to reinforce it. | |
| Monitoring the status of the collective impact model, bringing in new partners to help it along. | |
| Advance Policy: | |
| Shouldn't the Governing Board be doing this? | |
| Mobilize Funding | |
| This MOU will be void at the end of June, so maybe we should do some re-wording before it's time to renew so that our goals are more clearly stated. | |
| Still trying to formalize our MOU arrangements with our partners. State requires that we have an MOU with specific groups, and those are coming along, with a few exceptions. Two different MOUs for two different groups: school districts vs agencies. | |

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| Maybe what we have is an MOU and a: Working Agreement? Guiding Principles? Partnership Values? | |
| CONCLUSIONS | |
| Purpose statement needs to be addressed and re-worded to become applicable to our current situation. | |
| Group needs to ensure that they are giving feedback to the Hub. | |

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| NEXT MEETING | Meeting Schedule | |
| Once a year? Quarterly? Monthly? | | |
| Need to know what has happened in the Legislature, and scan the environment for what is happening next. | | |
| Can be called together if there is a need. | | |
| Communication between us is key, if we are to represent and be looking for opportunities for the Hub. | | |
| Governing Board is engaged, and only needs our support to keep moving forward. | | |
| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
| Send Backbone Alliance copies of the talking points for the Legislature. | Hub Staff | ASAP |
| MEETING ADJOURNED | 4:58pm | |