# Early Learning Hub of Linn, Benton & Lincoln Counties
# Early Childhood Coordinating Council Meeting Minutes

| MEETING COMMENCED | 11:00pm, June 11, 2015<br>Western Title Building, Newport |
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| MEETING CALLED BY | Shelley Paeth |
| WORK GROUP MEMBERS PRESENT | Maygen Blessing, Jacylyn Litzau, Renee Smith, Julia Young-Lorion, Diane Scottaline, Lynn Hall, Cyrel Gable, Lola Jones, Cathy Hurowitz, Kathy Cleaver, Lauren Sigman, Nina Roll, Susan Trachsel, Alicia Larson, Jerri Wolfe, MiaKia Moua, Rich Waller, Cindy Bond, Shelley Paeth, Kristi May, Rebecca Austen |
| VERSION | Final |

## Agenda topics

| DISCUSSION ITEM | Review of Last Month's Meeting Minutes | |
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| Available on Basecamp for review. | | |
| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
| Minutes approved | Hub Staff | ASAP |

| DISCUSSION ITEM | Update on local Childhood Meetings | |
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| Lincoln County: 27 people attended a networking breakfast held at Yaquina View Elementary. Introductions, EL Hub participation, using Basecamp, the County's desire to meet together separately and continue to keep in touch with each other were all discussed.  It was decided that the Lincoln County EL group will continue to meet quarterly, and work to include other EL organizations that have not participated until now.  Decision was also made to create a Lincoln County Basecamp project. Hub sent out an invitation to all EL people, trying to cast a wide net. | | |
| Linn County:  Early Head Start met recently to get the 0-3 providers together.  Managers did not attend, but that really should be a part of the process.  More grassroots than should be.  Need an intentional group. | | |
| Benton County:  Held Birth-to-5 meeting to get providers together. Would like to have the Hub create an EL list for our county to do something similar.  Plan something now, but don't meet until "Octoberish". (We don't get good attendance during the summer months.)  After the start of the new school year.  Are these meetings for referrals, and how services are coordinated?  Those things are more intended for the Hub Work Group.  These EL groups are more for networking and keeping in contact with one another. | | |
| There is a need for partners to get together and just talk, without the Hub's intent to drive work. | | |
| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
| Create a Basecamp page for Lincoln County EL | LeAnne | ASAP |

| DISCUSSION ITEM | Family Resource Managers |
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| Lane County sent us a copy of the survey that they ran to determine who the FRMs are and what services they are providing. |
| The Hub Staff initially was intending to call each of our identified FRMs, but there are just too many for us to be able to handle.  Instead we are planning to send the survey as a Survey Monkey, and then follow-up with a phone call to those who don't respond.  This is more manageable. |

| We modified the Lane County survey based on Basecamp feedback, and welcome feedback from this group. |
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| New modified survey is thoughtfully modified.  Are we focusing on 0-6 population with this survey?  Should we ask in the survey what age group they are serving?  Will be including a definition sheet so that broad questions are more easily explainable. |
| Could we target some of the agencies for additional questions?  Sometimes "yes" means something different to different agencies. |
| Lane County's final report is available on Basecamp. |
| What is the end-game of this survey?  A staff position?  A definition of the need?  An inventory of available resources? |
| The 211 system would be a good place to look for Family Resource Managers, to augment our own list. |
| Is there a way to determine how long the FRM actually helps the family?  As a "case worker", or just as an informational resource? |
| What's the timeline for getting this out?  One more revision round on Basecamp within the next two weeks, and then repost for a final "yea" or "nay" from the group. |
| Let's review the Lane County data and see if they were able to garnish the data that we need.  We don't want to duplicate labor, and not get the results that we want. |
| The State EL wants to know this information, so we need to work towards this goal. |
| Could we add a few text boxes into the survey, so that FRMs can further explain?  Kind of afraid to overwhelm agencies with lots of text boxes… |
| The FRM is a universal term, but not all Hubs are working on this process. |

| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
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| Post the survey on Basecamp for further review.  At 5pm on 6/19, it will be mailed out to our FRM agencies. | Hub Staff | ASAP |
| Members are asked to fill out the survey for themselves to see if it is clear and concise. | Work Group Members | ASAP |


| NEXT MEETING | July 16, 2015 | |
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| Held at LBCC, Cascade View Room, from 11-12pm. | | |
| **ACTION ITEMS** | **PERSON RESPONSIBLE** | **DEADLINE** |
| Post a map on Basecamp and the webpage so that people can find the room | Hub Staff | ASAP |
| MEETING ADJOURNED | 12:02pm | |