

Early Learning Hub of Linn, Benton & Lincoln Counties Leadership Committee Meeting Minutes

MEETING COMMENCED	3:00pm, June 16, 2015 Linn-Benton Community College, Albany
MEETING CALLED BY	Kristi May
WORK GROUP MEMBERS PRESENT	Jerri Wolfe, Julie Manning, Bettina Schempf, Bill Hall, Renee Smith, Julia Young-Lorion (all member attendees were remote access)
VERSION	Final

Agenda topics

GB AGENDA	Review of Governing Board Agenda for 6/25/15 Meeting
Bill Hall will be Chairing the meeting.	
Meeting will be held at the Samaritan Pacific Communities Hospital in Newport.	
Kristi & LeAnne will be visiting the facility ahead of time to determine the technology requirements for our meeting.	
Kristi will be sending out a Governing Board packet to members by Thursday, with a cover letter. Suggestions were made to add the following items to the cover letter:	
Remind Board Members that remote access is available if they are unable to attend GB meetings.	
Remind Board Members to have their staff keep attending Work Group meetings throughout the summer months.	
Remind Board Members that there will be an important funding vote happening at this meeting, and we need their attendance in order to have a quorum.	
Remind Board Members that a Doodle poll will be arriving for them to decide how to handle the November and December Governing Board Meetings.	

SPECIAL PRESENTATIONS	Kristi May
Rebecca Austen will be giving a presentation to the Board regarding Home Visiting and Healthy Families, as used in Lincoln County.	
Lauren Sigman will be giving a presentation to the Board regarding the LIFT program and P3 grants, as used by the Lincoln County School District.	
Each presentation will be no longer than 15 minutes long.	

COORDINATOR'S REPORT	Kristi May
Governing Board packets will be emailed to all members by Thursday, and will also be uploaded to Basecamp.	
Hub Updates will be forwarded to all Stakeholders following the Governing Board meeting.	
Senate Bill 213 is still waiting for Senate approval. If something happens, that information will be reported	

to the Governing Board at this meeting.

The Early Learning Division is promising that we should know something about the status of our funding by Monday, 6/22. If we get any additional information, that will be reported to the Governing Board at this meeting. If funding isn't in place by 7/1/2015, it will impact the Great Starts and Healthy Family funds.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Updated agenda will be forwarded to Leadership Committee Members for their review before the agenda is formalized for the Board Meeting.	Hub Staff	ASAP
Hub Updates will be forwarded to all Stakeholders following the Governing Board Meeting.	LeAnne Trask	6/26/2015

COMMITTEE REPORTS	Kristi May
The only Committee reporting is the Fiscal Oversight Committee, and at this time, Mary McKay will be presenting their report.	

DISCUSSION ITEMS	Kristi May
LIFT Program – due to the loss of funding from Coastal Families Together, the LIFT program may not be able to function at their current level of service. Can we supplement their loss of funds?	
Update on the Coastal Families Together funding situation.	
Discussion of lack of attendance issue at Governing Board Meetings.	

CONSENSUS ITEM	Kristi May
Revote on funding item for Healthy Family/Great Starts. (Previous vote is void because we didn't have a quorum after two members of the Board later abstained from the vote.)	

WORK GROUP REPORTS	Kristi May
<p>Jerri (D&E) – The Data and Evaluation Committee has begun to review the April Quarterly Data Report provided by the Oregon Department of Education. Four types of data are included in the report, Kindergarten Assessment, Quality Rating and Improvement System, Self Sufficiency and Child Welfare: Persons in Foster Care. At this meeting the Kindergarten Assessment Data was reviewed in detail. Three questions framed for discussion, 1) What is the meaning/story behind the data?, 2) What are the next action steps? and 3) What additional activities are related to this information. The group identified several questions it had related to the data and identified follow-up steps to clarify. At the next meeting we will be looking at the remaining three types of data.</p> <p>The new meeting format resulted in a large turnout for the Data and Evaluation Committee Meeting. In addition to the core members of the group, individuals from other work groups participated. This should help to facilitate the common understanding of our data across the workgroups.</p> <p>Renee Smith (ECCC) – Work Group wants to report that the all-day meeting schedule was great! Staff members reported that it helped them attend more Work Groups and make a contribution. This work group has been working on finalizing a Family Resource Manager survey, and it is finally ready to distribute via Survey Monkey. Second round calls will be made if they don't respond. We are hoping to use the data that we gather to streamline data and increase resources and referrals.</p> <p>Kristi (HCI) – Work Group is focusing on ASQs. Surveys were sent to medical and on-medical providers asking about their use of ASQs. Have not had good responses, but are enlisting the help of the CCR&RS to get the responses returned.</p>	

Kristi (Pre-K/K-12) – Held our convening meeting at the first Work Group Day, and had representatives from three school districts and lots of early learning personnel. Much discussion around what the purpose of this committee will be and what we hope to accomplish.

Kristi (Branding) – Have received business card samples and made our decisions about those. This week we received Partner Organization logos, and brought them to Work Group Day so that they could vote for the logo that they will be posting on their websites and literature. Will be bringing this information to the Board so that they can see the MACs work.

NEXT MEETING	7/21/2015	
This is not going to work because it is only two days before the Governing Board Meeting.		
Moved the meeting to 7/14/2015 for a 3:00pm call-in.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Send revised meeting notice to Leadership Committee Members.	Hub Staff	ASAP
MEETING ADJOURNED	3:48pm	