

# Early Learning Hub of Linn, Benton & Lincoln Counties

## Governing Board Meeting Minutes

MEETING RECORDED	Yes
MEETING COMMENCED	2:00pm, July 23, 2015 LBCC Board Room, Albany
MEETING CALLED BY	Bill Hall, Co-Chair
GOVERNING BOARD MEMBERS PRESENT	Jeff Davis, Paul Smith, Mary McKay, Anne Peltier, DeAnn Brown, Marc Thielman, Jennifer Moore, Tony Lewis, Stephany Koehne, Betsy Wilcox (remotely), Bettina Schempf
GOVERNING BOARD MEMBERS EXCUSED	Carolina Amador, Rebecca Cohen, Guadalupe Diaz, Paula Grace, Julie Manning, Linell Wood
VERSION	Draft pending Board Approval

### Agenda topics

SPECIAL PRESENTATION	<b>ASQ Questionnaires</b> (Jerri Wolfe)
	Shared a short PowerPoint presentation about ASQs.
	ASQs were developed at University of Oregon.
	We know that children that get early intervention are much more successful at school, but only 1 of 6 is caught before they start school.
	Up to 5 years ago, lots of organizations were using different developmental screen tools, but the national and state-wide push has been to all "speak the same language" and use the same tool.
	Each screening questionnaire is designed for a different age group, and some for premature children as well (there's a math formula that helps them to score correctly). Available for children from 1-66 months, ASQs are available.
	It takes 10-15 minutes for a parent to complete. Best world time estimation.
	Very quick for a professional to score, and some parents can score it themselves.
	Available in English and Spanish, and the kit is \$275.
	Copies can be made of the individual questionnaires from the masters to distribute to your parents.
	An ASQ is basically a snapshot of the child's development.
	Some questions repeat between questionnaires, such as the 6 month and 9 month questionnaires share some questions.
	In 2013 Linn County did 10 trainings on the ASQ program, child care providers and physicians and their staffs were all trained. Caused a 133% increase in referrals to Early Intervention.
	Also did a parent survey of parents that did the ASQ questionnaire with their children, and many of them were interacting more with their children, were more alert to their child's behavior, and had new ideas of activities to perform with their children.
	Trying to get ASQs performed with a home visitor that the parents have a relationship with garners the best results for us.
	Scored ASQs are supposed to be given to the child's physician and be put in their permanent file.

The ASQ is a shared metric with the CCO, and Samaritan didn't get the numbers done that they had promised to the State, and that left money on the table at review time. The CCO did the required number of ASQs in 2014, but in 2015 didn't get enough done.

SPECIAL PRESENTATION	<b>Work Group Update – Health Care Integration (Bettina Schempf)</b>
	Physicians don't seem to have confidence in the ASQs. Some don't appear to value the quality, and as a Work Group that is our challenge.
	The CCO is helping us to get the physicians to respond to our requests for information about who is using the ASQ and what their feelings are about the data they are receiving.
	We only got a small representation of physicians reporting to us, but we did find is that of this group, many physicians didn't know that they can bill for doing an ASQ.
	The Oregon Pediatric Society has a training arm called "Start" and we are hoping to become associated with them to get more physicians trained in the use of ASQs.
	Our survey discovered over 1200 ASQs that have been done recently, but unless they are reported to the physician and billed so the State is aware that it was done, we (the Hub and the CCO) will not get "credit" for it.
	We feel that we need to go directly to the Clinics to get the training and confidence of the physicians.

COORDINATOR'S REPORT	Kristi May
	Legislative Updates:
	Over \$100 million in early learning money was dispensed by the Legislature, and the Hub system was made permanent—the best outcome we could have expected.
	\$10 million extra was also allotted to the Hubs.
	The Hub funding formula and the kindergarten readiness were both supposed to be voted on at the State Early Learning Division meeting held this morning, but they didn't have a quorum so they couldn't get us the information that we wanted.
	Baseline funding is being calculated now, and what the formula will be for at-risk children in our community should be taken care of soon.
	\$30/child for at-risk and undocumented children is what we are expecting to receive, based on the State's recommendations. (Option 3 is the one the state is leaning towards – see hand-out.)
	Preschool expansion funds for at-risk children are also coming: 1/3 going to Head Start, 1/3 going through the Hubs.
	Funding will be at 200% of the federal poverty level, which should catch more children who have been wait-listed and get them into a preschool program. The State is looking at 5-Star QRIS ratings for getting this funding.
	Healthy Funding: Tier 1 funding has passed; however, our area is Tier 2, so we don't have a new contract yet.
	Only \$4 million in funding is being given to ESD, and that isn't nearly enough and it is something that we are very concerned about. Funding was much less than what they requested.

COMMITTEE REPORT	<b>Fiscal Oversight Committee (Jennifer Moore)</b>
	Copy of June Hub financials in Governing Board packet and on Basecamp. No further explanation necessary.
	We are a full participant in the State funding system, and we should be catching up in the funding that the State owes to us. We just need to remember that the State is paying 10 weeks slow.

If you review the spreadsheet, you will see that we are able to transfer money within the funding streams, but not between funding streams.
Kristi and Anne Peltier will be attending a State conference in August and will be getting more information about how the State is doing with the finances.
Will also be putting together a small manual for Board members so that they will know what funding streams are intended for, fund description, if they are roll-over, reimbursable, etc.
New Procurement Policy is available on Basecamp, and we would like to get the Board's review of it.
Kristi suggested that the Board be aware that we are using the RFP process (rather than the RFA process) to make purchases, and that we are working with all partners, and all partners can apply for funding. We want to be able to make emergency purchases if necessary without waiting for a lot of approvals that would tie our hands. Funder-identified funding allows us to avoid the RFP process and deal directly with the proposed fundee.

<b>DISCUSSION ITEM</b>	<b>Lincoln County LIFT Program (Kristi May)</b>
	Due to the cancellation of the OPEC grant in Lincoln County, the LIFT Program has lost partial funding. Some of those funds are coming to them through the Great Start funds, and we had a little bit of extra money, including enough to pick up the loss of the OPEC funds.
	We would like to give LIFT the funding to continue without those OPEC funds.
	If it's appropriate, would the Board be willing to authorize those funds going to LIFT?
<b>CONCLUSIONS</b>	
	Paul Smith motioned for approval.
	Bettina Schempf seconded the motion.
	Betsy Wilcox recused herself due to an actual conflict of interest.

<b>DISCUSSION ITEM</b>	<b>Governing Board Member Attendance (Kristi May)</b>
	The Leadership Committee voted to have Kristi speak to the members who are not attending and find out what's going on.
	Those conversations are on-going and nothing has been decided yet.

<b>DISCUSSION ITEM</b>	<b>Quorum and Conflict of Interest Resource (Kristi May)</b>
	According to Oregon Government Ethics law, there are two types of conflict of interest: actual and potential.
	Actual conflict of interest occurs when a public official is met with a conflict of interest when participating in an official action that WILL result in a financial benefit or detriment.
	Potential conflict of interest occurs when a public official is met with a conflict of interest when participating in an official action that COULD result in a financial benefit or detriment.
	If a public official is met with an actual conflict of interest and the public official's vote is necessary to meet the minimum number of votes required for official action, the public official may vote. The public official must make the required announcement and refrain from any discussion, but may participate in the vote required for official action by the governing body.
	This provision does not apply in situations where there are insufficient votes because of a member's absence when the governing body is convened. Rather, it applies in circumstances when all members of the governing body are present and the number of members who must refrain due to actual conflicts of interest make it impossible for the governing body to take official action.
	Today we have a quorum (barely), but Betsy Wilcox recused herself. We still have the numbers for a quorum and can vote.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Please add this information into our Board information so that we have documentation of our thinking.	Hub Staff	ASAP

<b>CONSENT ITEM</b>	<b>Approval of the June Minutes</b>
	Meeting Minutes are posted on Basecamp and on the website.
<b>CONCLUSIONS</b>	
	Jennifer Moore motioned for approval.
	DeAnn Brown seconded the motion.

<b>PUBLIC COMMENT</b>	No one signed up to speak.
<b>NEXT MEETING</b>	Thursday, August 27, 2015 from 2-4:00pm Hollingsworth & Vose, T&E Conference Room, 1115 SE Crystal Lake Drive, Corvallis
<b>MEETING ADJOURNED</b>	3:14pm