

Early Learning Hub of Linn, Benton and Lincoln Counties

Governing Board Meeting Minutes

MEETING COMMENCED	2:00pm, May 5, 2016 Health Education Center, Samaritan Pacific Communities Hospital, Newport
MEETING CALLED BY	Kristi May
WORK GROUP MEMBERS PRESENT	Rebecca Cohen, Paul Smith, Marco's Proxy, Betsy Wilcox, Julie Manning, Jeff Davis, Tony Lewis, Linell Wood, DeAnn Brown (remotely), Paula Grace (remotely), Bettina Schempf (remotely), Mary McKay (remotely), Jennifer Moore, Tab Dansby (remotely)
VERSION	Draft – Pending Governing Board Approval
RECORDED	Yes

Agenda topics

ROLL CALL	May 5, 2016 Governing Board Meeting
Took roll of Board Members present.	

SPECIAL PRESENTATION	Educational Equity for Latino Families Project (Tina Dodge-Vera & Lupe Diaz)
This evaluation was done last spring in conjunction with OSU Center for Latino Studies, Casa Latinos Unidos, Greater Albany Public Schools, and the Health Equity Alliance.	
The purpose of the evaluation is to understand the experiences of Latino families living in Albany.	
The evaluation method was based on adult focus groups, youth focus groups, and key informant interviews.	
The parents reported discrimination and unfair treatment in a variety of settings, with schools being the most common, and police and courts being less common.	
The youth reported discrimination and unfair treatment in a variety of settings, with schools being the most common, and looking for employment being less common.	
Generally, the participants reported that Albany is a good place to live: safe, resources for families within walking distance, sense of community and increase in the Latino community.	
Families encountered challenges related to: police relations, poverty and housing, lack of culturally appropriate services, language barriers.	
Parents and youth reported good experiences with the school: dual immersion programs, dedicated teachers, etc.	
Parents and youth wanted more: Ethnic Identity Development, College Preparation Information, Bilingual/Bicultural Staff, Cultural Competency Trainings (for staff), Family Engagement and Communication on Student Services.	
Issues interfering with academic achievement: Immigration Issues, Poverty, Housing, Access to Health Insurance, Nutrition/Food Security, High Quality Childcare.	
Existing Resources: Welcome Center, Families and Community Together Program, Familias Activas, OSU Extension Service, KidsShop.	
Current Needs: District-wide understanding of the needs of Latino families, consistent and high quality translation, an increase in bilingual/bicultural staff and teachers, retain bilingual/bicultural staff and	

teachers, increase family engagement through additional programming, more information for ELL services, opportunities for students to explore their ethnic identities, additional information on immigration laws in schools, access to high quality child care.

CONCLUSIONS Recommendations to School District

Improve Spanish-English communication in the district, provide information on resources related to immigration laws, support statewide efforts to reinstate driver’s licenses for undocumented Oregonians, provide cultural competency training to ALL district employees, additional funding for Welcome Center, expand bilingual/bicultural services, provide more structure for ELL services and college preparation, access to affordable and high quality early education programs.

COORDINATOR’S REPORT Early Learning Hub Update (Kristi May)

Vroom – two online orientation webinars were held, and we were able to train an additional eleven agencies in using Vroom. In addition, we provided an overview to Kidco Head Start in Lebanon, where 43 staff members were present. Materials will also be provided to local clinics for their pediatric exam rooms, including English and Spanish posters.

Upcoming Local Events – There are many events taking place in the month of May, and the Hub Update contains a list of many of these events. Most are free and provide valuable information. Some of these events need volunteers, and if you are able, please consider helping out.

Legislative Update – This information is not in the Board Packet, but we wanted to announce that in the final moments of the Legislative Session, EI/ECSE was awarded additional funding.

CONSENT ITEM April Governing Board Meeting Minutes

The minutes are accurate as reported.

CONCLUSIONS

The Governing Board is being asked to approve the April 2016 GB Meeting Minutes.

Motion to approve: Jennifer Moore

Motion to second: Tony Lewis

Members attending remotely plus those in the room all voted to accept the Minutes.

VOTING RESULTS Individual Votes cast by Board Members (Yes, No, Abstain)

Wilcox	Y	N	A	Golden	Y	N	A	Thielman	Y	N	A	Davis	Y	N	A
Morgan	Y	N	A	Hernandez	Y	N	A	Diaz	Y	N	A	Manning	Y	N	A
Wood	Y	N	A	Peltier	Y	N	A	Amador	Y	N	A	McKay	Y	N	A
Moore	Y	N	A	Lewis	Y	N	A	Grace	Y	N	A	Brown	Y	N	A
Hall	Y	N	A	Sneddon	Y	N	A	Schempf	Y	N	A	Benavides	Y	N	A
Cohen	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A				

DISCUSSION ITEM Tool for Organizational Self-Assessment Related to Racial Equity

On April 12, during the Linn-Benton Community College Inservice, staff from the Family Resources Department all took part in completing The Tool. Went through the first foundational piece and the self-assessment.

Sent out the self-assessment to members of the Governing Board, and have been surprised by some of the responses. (Several Board members responded to this by stating that they were unclear if they were assessing the Hub or their agencies. We might need to resend the survey with more specific instructions.)

The Tool is a contractual obligation of the Hub with the State of Oregon.

In the Board Packet is a draft of our summary of findings. It contains information about possible growth, action areas, organizational overview, etc.

One Board member questioned why the Tribe was being called out as a separate entity in The Tool, and is it called out that same way in the Hub Charter? We will review and talk about it next month.

DISCUSSION ITEM	ASQ Provider Training
On April 29, an ASQ Provider Training was held in Lincoln County. The Ford Family Foundation provided part of the funding for the training, and the Early Learning Hub provided matching funds.	
23 people attended, including providers, health departments and their staff, and other service providers.	
Lincoln County Health, Coastal Pediatrics, and the Family Medicine Clinic in Waldport will all be receiving follow-up mentoring to get the ASQs established in their practices/offices.	
GB Member Linell Wood attended the Training, and spoke about how she had been trained on the “Denver” evaluation, and that her practice will be switching to the ASQ, and were very happy to be chosen as one of the groups to receive mentoring. She also felt that the new system for processing the ASQs (instead of the old paper version) will be a huge step forward. It was also helpful to have the Health Disability people attending and able to answer questions. The Training was well-intended and we are appreciative that it was set-up for us.	

DISCUSSION ITEM	RFA Letter of Inquiry Update and Recommendations
At our last Governing Board meeting, the Board authorized this process, and today we have information for the Board’s consideration.	
A total of thirteen Letters of Intent were received with an overall requested amount of \$389,139.	
Two letters were disqualified: one arrived late, one exceeded the page limit. (The Committee was careful to adhere to the guidelines that had been set so as not to set any precedents that could be problematic later.)	
Eight letters were recommended for funding, including reviewing and scoring, for a total of roughly \$270,000, which leaves us with over \$106,000 still to be spent.	
Would like to have the Board review the Letters that weren’t accepted and decide if there should be additional steps for these Letters.	
There was concern early on that all three counties be treated equally and fairly, so how was this RFA process managed so that there would be no concern about equity?	
Bettina Schempf wondered if possibly some of the smaller agencies need technical assistance with grant writing, and maybe the Hub could allocate funding for that.	
Paul Smith felt that project-based funding is not in alignment with collective impact and that the RFA process is not the proper model for handing out Hub funding.	
Betsy Wilcox felt that withholding funds because they gave us too much information is not a “new and better” way of doing business, and she felt that the Hub should do better than that.	
Linell Wood wondered how we placate the State who is giving us the funding, and the agencies who want the funding.	
The Chair requested that the Board stop their discussion and vote on the “yes” recommendations from the Committee, and then circle back to discuss the “no”s and decide what to do.	
CONCLUSIONS	
The Governing Board is being asked to approve funding for the eight Letters of Intent that the Selection Committee recommended.	
Motion to approve: Jeff Davis	
Motion to second: Rebecca Cohen	
Abstaining from the vote: Betsy Wilcox, Bettina Schempf, Mary McKay	
Members attending remotely plus those in the room all voted to accept the recommendation.	
VOTING RESULTS	Individual Votes cast by Board Members (Yes, No, Abstain)

Wilcox	Y	N	A	Golden	Y	N	A	Thielman	Y	N	A	Davis	Y	N	A
Morgan	Y	N	A	Hernandez	Y	N	A	Diaz	Y	N	A	Manning	Y	N	A
Wood	Y	N	A	Peltier	Y	N	A	Amador	Y	N	A	McKay	Y	N	A
Moore	Y	N	A	Lewis	Y	N	A	Grace	Y	N	A	Brown	Y	N	A
Hall	Y	N	A	Sneddon	Y	N	A	Schempf	Y	N	A	Benavides	Y	N	A
Cohen	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A				

The two-week turn-around time was a HUGE problem, and going forward that needs to be addressed. Timeframe was an issue. In the future, we would like to use a different method for assigning funding. The RFA process is not part of our contract with the State. The RFA process was reviewed by the GB two month ago, but we didn't have a quorum, so we couldn't vote on it and we lost an additional month in the RFA process, hence the two week turn-around time. The Board doesn't have to take action on any of these Letters, but we would like to. The will of the GB was to review each of the five Letters who weren't recommended by the Selection Committee.

The Greater Albany Public Schools (GAPS) proposal was disqualified because it of page limits, but the grant itself was well-written and would have been accepted had it been done correctly. This Letter was for funding for a bilingual staff person at the new Waverly Childcare Center, a catchment area for the Hub.

CONCLUSION

The Governing Board is being asked to approve funding for the GAPS Letter of Intent.

Motion to approve: Rebecca Cohen

Motion to second: Paul Smith

Members attending remotely plus those in the room all voted to accept the recommendation.

VOTING RESULTS

Individual Votes cast by Board Members (Yes, No, Abstain)

Wilcox	Y	N	A	Golden	Y	N	A	Thielman	Y	N	A	Davis	Y	N	A
Morgan	Y	N	A	Hernandez	Y	N	A	Diaz	Y	N	A	Manning	Y	N	A
Wood	Y	N	A	Peltier	Y	N	A	Amador	Y	N	A	McKay	Y	N	A
Moore	Y	N	A	Lewis	Y	N	A	Grace	Y	N	A	Brown	Y	N	A
Hall	Y	N	A	Sneddon	Y	N	A	Schempf	Y	N	A	Benavides	Y	N	A
Cohen	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A				

The Kings Valley Charter School (KVCS) proposal was disqualified because their Letter was received late, but there were other issues. They are attempting to move their preschool, but will have to get special zoning, multiple other grants outstanding before they can even use any funding that we would give them. The Board discussed KVCS getting the other steps taken care of and then approaching the Hub for responsive funding. The Letter was a request for staffing and operations funds. Filing late should disqualify them. Not now, but maybe later. This is a preschool teacher writing a grant for maybe the first or second time, and she's trying to help a lot of kids.

CONCLUSION

The Governing Board is being asked to approve funding for the KVCS Letter of Intent.

Members attending remotely plus those in the room all voted to accept the recommendation of the Selection Committee and the vote was a consensus "No".

VOTING RESULTS

Individual Votes cast by Board Members (Yes, No, Abstain)

Wilcox	Y	N	A	Golden	Y	N	A	Thielman	Y	N	A	Davis	Y	N	A
Morgan	Y	N	A	Hernandez	Y	N	A	Diaz	Y	N	A	Manning	Y	N	A
Wood	Y	N	A	Peltier	Y	N	A	Amador	Y	N	A	McKay	Y	N	A
Moore	Y	N	A	Lewis	Y	N	A	Grace	Y	N	A	Brown	Y	N	A
Hall	Y	N	A	Sneddon	Y	N	A	Schempf	Y	N	A	Benavides	Y	N	A
Cohen	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A				

The Strengthening Rural Families (SRF) Letter of Intent was denied because their methodology did not follow the requirements of the RFA. The Coordinator recommends sending it back to SRF to see if they can come up with a collective impact project.

CONCLUSION

The Governing Board is being asked to allow SRF to rewrite their Letter of Intent to come up with a collective impact project to fund.

Motion to approve: Jeff Davis

Motion to second: Betsy Wilcox

Abstaining from the vote: Paul Smith

Members attending remotely plus those in the room all voted to accept the recommendation.

Wilcox	Y	N	A	Golden	Y	N	A	Thielman	Y	N	A	Davis	Y	N	A
Morgan	Y	N	A	Hernandez	Y	N	A	Diaz	Y	N	A	Manning	Y	N	A
Wood	Y	N	A	Peltier	Y	N	A	Amador	Y	N	A	McKay	Y	N	A
Moore	Y	N	A	Lewis	Y	N	A	Grace	Y	N	A	Brown	Y	N	A
Hall	Y	N	A	Sneddon	Y	N	A	Schempf	Y	N	A	Benavides	Y	N	A
Cohen	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A				

The Oregon Family Support Network (OFSN) Letter of Intent was not written well and it was unclear how they would measure the progress of their project. The Board felt that the Letter should be returned to the organization for additional information with emphasis on how they will measure progress.

CONCLUSION

The Governing Board is being asked to allow OFSN to rewrite their Letter of Intent to include additional information with emphasis on how they will measure progress.

Motion to approve: Paul Smith

Motion to Second: Tony Lewis

Members attending remotely plus those in the room all voted to accept the recommendation.

Wilcox	Y	N	A	Golden	Y	N	A	Thielman	Y	N	A	Davis	Y	N	A
Morgan	Y	N	A	Hernandez	Y	N	A	Diaz	Y	N	A	Manning	Y	N	A
Wood	Y	N	A	Peltier	Y	N	A	Amador	Y	N	A	McKay	Y	N	A
Moore	Y	N	A	Lewis	Y	N	A	Grace	Y	N	A	Brown	Y	N	A
Hall	Y	N	A	Sneddon	Y	N	A	Schempf	Y	N	A	Benavides	Y	N	A
Cohen	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A				

The Head Start of Lincoln County (HS) Letter of Intent proposal does not match any Hub metrics and will not move us forward. They want to add an additional staff person for kids who are already receiving services. The LBL-ESD representative on the Committee was not happy that Head Start was not following the policies that had been discussed with them. CONSENSUS NO.

CONCLUSION

The Governing Board is being asked to approve funding for the HS Letter of Intent.

Members attending remotely plus those in the room all voted to accept the recommendation of the Selection Committee and the vote was a consensus "No".

VOTING RESULTS

Individual Votes cast by Board Members (Yes, No, Abstain)

Wilcox	Y	N	A	Golden	Y	N	A	Thielman	Y	N	A	Davis	Y	N	A
Morgan	Y	N	A	Hernandez	Y	N	A	Diaz	Y	N	A	Manning	Y	N	A
Wood	Y	N	A	Peltier	Y	N	A	Amador	Y	N	A	McKay	Y	N	A
Moore	Y	N	A	Lewis	Y	N	A	Grace	Y	N	A	Brown	Y	N	A
Hall	Y	N	A	Sneddon	Y	N	A	Schempf	Y	N	A	Benavides	Y	N	A

Cohen	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A			
CONCLUSIONS														
We need to think outside the typical box and think of a new way to avoid the RFA process. There has to be a better way to do this. We need a creative group of people to bat around ideas until they come up with a better idea for handling this process.														
We always second-guess why things go wrong, but giving groups some follow-up and explaining our “whys” would be helpful to them.														
ACTION ITEMS								PERSON RESPONSIBLE				DEADLINE		
Let’s form a task force to help us come up with an alternative process to the RFA. This task will need to have some time to work over the process, but our funding process is over for the next year or so. Let’s have this as a discussion item in two months. It might also be helpful to bring in some end-users and ask them what this process is like for them, and what we can do to make it better for them.								Jennifer Moore, Paul Smith, Rebecca Cohen, Linell Wood, and Bettina Schempf				7/7/2016		

NEXT MEETING	Thursday, June 2, 2016
Meeting will be held at Hollingsworth & Vose (Evanite), in Corvallis. Maps will be posted on the website and on Basecamp.	
MEETING ADJOURNED	3:58pm