

Early Learning Hub of Linn, Benton and Lincoln Counties Parent Engagement Committee Meeting Minutes

MEETING COMMENCED	10:30am, January 15, 2016 Linn-Benton Community College, Albany
MEETING CALLED BY	Lynn Hall
WORK GROUP MEMBERS PRESENT	Jerri Wolfe, Cyrel Gable, Laura Lundeen, Autumn Belloni, Wendy McKenna (remotely), Cindy Bond, Debbie McPheeters, Karen Levy, Shelley Paeth
VERSION	Final
RECORDED?	Yes

Agenda topics

DISCUSSION ITEM	NW Health Foundation Implementation Grant
	In October we applied for the HB+HC Implementation Grant from the NW Health Foundation, and we were notified in December that we did not get it.
	While this is bad news, we did gather a lot of information that will help us as we proceed with our work of parent engagement.
	With funding from the HB+HC Planning Grant we completed the following activities:
	We held 3 partner luncheons to determine what parent engagement was currently being conducted by our partners in the region. 25 organizations gave us information about their work.
	We held 14 parent focus groups in the three counties and learned about some of the issues families are facing, i.e., lack of transportation, lack of child care, lack of safe housing.
	There is a document on the website that summarizes the data we gathered in these meetings.

DISCUSSION ITEM	HB+HC Collaborative Plan / Parent Engagement Approach
	Our application to the NW Health Foundation for the Implementation Grant included the following:
	Increase the capacity of culturally specific partners to engage families by: hiring a full-time Parent Engagement Coordinator, build relationships with partners, provide Parent Engagement training for partners.
	Build relationships with potential parent leaders by: surveying current EL Hub partners to see who was holding Parent Advisory meetings, conduct quarterly parent focus groups, and develop a parent leadership training plan.
	Increase the capacity of EL Hub for unified change.
	Since the Early Learning Hub did not receive the Implementation Grant but parent engagement is one of the Hub metrics, we have created a different approach to Parent Engagement:
	Continue to build relationships with partners by: hiring a Shared .50 Bilingual/Bicultural Parent Engagement Coordinator. The PEC will survey partners for Parent Advisory Meetings
	Increase opportunities for meaningful engagement with families and the Hub by continuing to hold Parent Focus Groups.
	Collaborate with Kidco Head Start to engage a Policy Council parent with the Hub.
	Develop a diverse Parent Advisory Group.
	Continue to coordinate with a steering committee of partners.

The Shared Bilingual/Bicultural Parent Engagement Coordinator is a new position that the Hub will be contracting for with a partner agency. We are hoping to find an agency that already has a part-time Parent Engagement Coordinator that we can add to our staff part-time. The RFA will be officially announced on 1/19/2016, and we hope to have the Coordinator ready to start on 4/1/2016.

We are also looking for partners who would like to participate in a Selection Committee to help us review candidates and pick the best person possible for the job. There is a sign-up sheet in the back, if you are interested in participating.

We really can't say anything more about this position at this time because we don't want to give any partner an unfair advantage in this process.

DISCUSSION ITEM	Culturally-Specific Groups
	When we began working with the initial HB+HC Grant, we were given a list of culturally-specific agencies and organizations to use as a resource for planning partner luncheons and for parent focus groups. Ultimately this list is a potential source of parents for a Parent Advisory Group to the Hub.
	Since we didn't get the Implementation Grant but are still moving ahead, we want to revise this list to include organizations that work directly with culturally specific children and families.
	The title of this document is not correct for what we are actually trying to do. We don't want just culturally-specific organizations, but organizations that are helping those in poverty, those helping children with special needs, etc. We need to rename the document.
	We could also include locations where families hangout or work so that we can interview them to better understand their needs.
	Juntos is on this list, but it is just a class, a place where families go.
	There are a couple of preschools on the list, but really, all of the preschools in the region could be on the list.
	All of the school districts have homeless coordinators, and those people know a lot about families in the area and should be included on our list to collaborate with.
	Another way to get feedback on the list would be to post it on Basecamp so partners could add information.
	COI, Mary's Closet, EMTs, etc., etc.
	This document needs to be revised before we can give it to the new Parent Engagement Coordinator to use.

NEXT MEETING	TBD – a Thursday in April, after the new Coordinator is on-board
MEETING ADJOURNED	11:39pm