

Early Learning Hub of Linn, Benton & Lincoln Counties

Regional Hub Group Meeting Minutes

MEETING COMMENCED	1:00pm, March 28, 2016 Lane Early Learning Alliance, Eugene
MEETING CALLED BY	Tab Dansby
WORK GROUP MEMBERS PRESENT	Lindsay Hayward, Ben Hazelton, Jenn Richter, Emily ?, Kristi May, LeAnne Trask, Lisa Harnisch
VERSION	Draft

Agenda topics

DISCUSSION ITEM	Learning Circles (Ben Hazelton)
A learning circle is a group process for sharing and honoring collective wisdoms.	
For our use, the learning circle is a way to drill down on home visiting, and learn about what others know and what they are doing, and being able to take that information and implement it in our program.	
We (the state) would like to develop some common elements that we (the state) would like you to implement into your existing screenings. This is completely voluntary, and we only want you to use it if you feel it will be of value to you.	
Regional meetings will be held in May, September and January to help Hub people and home visiting leadership review their programs. A representative, or two, from each Hub would be included.	
The state wants us to view this Learning Circle as a “gift” and a “tool”.	
Looking for a way to develop a consistent entry tool.	
CONCLUSIONS	
Other Hub staff are welcome to attend; however, some meetings might need to be for directors only, and we will adjust accordingly.	

DISCUSSION ITEM	Equity Assessment (Tab Dansby)
Yamhill Hub – Sent out a SurveyMonkey to figure out who in their organization is interested in participating, and who they might specifically need to request, to make sure that they have a cross-section of personnel. They then plan to hold a Stakeholders meeting and begin explaining the Equity Assessment and why the State is asking for it to be reviewed in each Hub. They were going to run it past their CCO Governing Board, but the Chairman felt that it wasn't a “policy change”, so it didn't need to be cleared by the Board.	
Early Learning Hub – The Linn-Benton Community College Family Resources and Education Center will be using our April Inservice Day to bring all of our staff together to begin the Assessment together. We will also be including the Head of the Equity Department at Linn-Benton Community College to participate with us. Each of the FREC will then take it back to their staffs. Our only concern is that our entire staff is female, and if we're trying to use a cross-section, that's a problem. Also, we don't have an electronic copy of the Tool. We scanned one and have been using that, but it would be nice to have an “official” copy. Also, our Relief Nurseries have the same clause in their contracts, and they would also like to participate with us in this endeavor.	
Marion County Hub – Has run the Tool past her Board, and will be discussing it with their “Regional Implementation Team” and figure out how to work through this process. Looking to see who else in their area needs to complete the Assessment and include them in the process so as to help as many groups as possible. Since they don't have a backbone organization, they are feeling a little out of their depth, but	

wants to follow the spirit of the intent. Want to tailor it to a few community partners and maybe some individuals from their Governing Board.
Lane Early Learning Alliance – Have six staff funded by the Hub and the Lane Kids group who will also participate, plus two United Way personnel members, so they feel that they are getting a good cross-section of participants. Would also like to have a couple members of the Governing Board participate, but that is not set in stone. Would like to hold two 4-hour sessions, but don't know how long this process is going to take.
The State has a "Technical Assistance Bank", a list of trainers who have been approved by the State and who the State has contracted with (and will pay for) for a certain number of hours. Previously this TA Bank was only available to CCOs, but now they are also going to be available to the Hubs. The hours are sparse, so requests for these trainers needs to come as soon as possible.
All of the Hubs are unsure about how much time to allot to this process. Portland has completed their assessment, but their organization and partners are so different than ours, we can't really use them as a time model.
All organizations that have state contracts have this Equity Assessment clause in their contracts, so that might allow for us to include more people in our assessment, to help everyone complete their requirements.
There are also some federal contracts that require work towards equity in services, and the State has a fund for helping to fund training for Home Visiting topics. Ben suggested that maybe his Home Visiting funding could include the Tool if we think of racism as a form of trauma.
Tab handed out copies of "The Protocol", A Protocol for Culturally Responsive Organizations, which basically helps you to review your findings from The Tool, and then plan what trainings might be available to help you in particular areas.
The State is interested in having each Hub compile a list of costs associated with the particular trainings so they can assess what their requirements are causing the Hubs to have to spend.
The State doesn't have a timeline for what work needs to be accomplished past taking Equity Assessment. The State wants a two-page summary back from each Hub regarding their Equity Assessment, but we are unsure about how this "for reflection only" component of our contracts will come back in next year's contracts.
Contractually, in order to meet the State's requirement all Hub Staff members need to take the Equity Assessment.

DISCUSSION ITEM	April 4 Webinar
Would like to find out what questions it would be helpful for Julia to address at the upcoming April 4 th webinar.	
Are we doing the whole Equity Assessment, or just the second page? Piece-meal? Should we just assume we are completing the whole thing? If we don't have policies in place, should we stop and work on that, or recognize that we need to come back to that and keep going?	
How do we introduce The Tool to our stakeholders? We want our people to feel comfortable and not that this is a form of "power play"—do what we want to do or you don't get funding. Should we have diversity in our introduction of The Tool so people feel more comfortable?	

DISCUSSION ITEM	Kindergarten Registration
Polk County has established a day as "the" day that kindergarten registration will be held. They also include screenings and try to make it an important day in the minds of county parents.	
Marion County has been trying to get its individual schools to make a concerted effort to educate parents about kindergarten registration. The Hub has been trying to get schools to buy into the "Ready for School" program that helps children get ready and make parents aware of what needs to happen next.	
Linn-Benton-Lincoln Counties also have random activity by the various school districts, but no synchronous plan. Our biggest issue is that when the child's record is entered into the school's system, all registration dates are set to the first day of school rather than the actual day that the child registered. The State wants to know the actual date that the child registered, but so far we can't get that information for them. We are	

trying to get the schools to add a checkbox to their forms and then check it if they registered prior to a certain date. More than that, we probably can't get the school districts to do that for us.

Yamhill County is trying to understand what this metric is looking for, and they believe that the State wants parents to know that kindergarten is important and that knows need to show up ready to learn. To that end, the Hub is funding a week-along activity for kids and kindergarten teachers to spend together—a Kindergarten Rodeo, sort of. They have already created flyers in English and Spanish to post around town and remind parents when registration deadlines are.

Lane County is implementing their Social Innovation Fund grant to get kids into an 8-week program that runs prior to kids starting kindergarten. Also have a booklet that they hand out that lists all of the organizations and partners that help parents get kids ready for school. Also have a survey that parents fill out to help them make changes to their program so that they can better prepare families for school. Also have a calendar that the State of Washington produced and they contracted with WA to rebrand the calendar for use in Lane County.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Lindsey will share copies of the calendar digitally	Lindsey	ASAP

NEXT MEETING	Wednesday, June 22, 2016
Will be held at Marion County Hub offices	
From 1-4:00pm	
MEETING ADJOURNED	4:03pm