

# Early Learning Hub of Linn, Benton & Lincoln Counties

## Work Group Meeting Minutes

<b>MEETING COMMENCED</b>	9:00am, November 9, 2017 Newport Public Library, Newport
<b>MEETING CALLED BY</b>	Kristi Collins
<b>WORK GROUP MEMBERS PRESENT</b>	Autumn Belloni, Barbara Dougherty, Jerri Wolfe, Cheryl French, Lynn Hall (staff), LeAnne (staff), Jennifer Hartsock (staff)
<b>VERSION</b>	Final
<b>RECORDED?</b>	Yes

### Agenda topics

<b>DISCUSSION ITEM</b>	Vroom Updates
	The Hub has worked on Vroom with the Early Learning Division for two years.
	We first were a pilot for Vroom, and now we serve as their information hub for our region.
	Our Vroom contract ends in December.
	The Hub has materials available (including teddies, looped videos, and tip cards) if needed from anyone at the Work Group meeting.
	Because many families don't have data plans on their phones, Vroom developed a texting app that texts daily activities. However, it's not interactive.
	We need to train staff and families about setting up automatic notifications on the Vroom app.
	The Hub plans to order more texting app cards.
	Autumn recommends running Vroom looped videos in pediatrician offices. This might include posters or tip cards to the receptionists.
	Autumn will contact Kristi with her list of pediatrician offices.

<b>DISCUSSION ITEM</b>	Joint Preschool Application Sub-Committee Updates
	The State is mandating Head Starts and Promise Programs align their application process with a single application that provided them with information about all the preschool opportunities that meet their needs.
	Eric Pomnier from Kidco Head Start demonstrated this draft joint application at the September meeting.
	We're focusing on screening process for children and families more so than creating an application that will help identify appropriate resources for certain children and their families.
	We plan to create a community informational event in order to help families understand this joint application.
	The next meeting will incorporate formatting the joint application.

<b>DISCUSSION ITEM</b>	Early Childhood Workforce Training Sub-Committee
	The Child Care Resource and Referrals across the State have been tasked by the Early Learning Division with the coordination of training for the Early Childhood Workforce.

Family Connections is considering biennial trainings (specifically on social/emotional development) for staff.
We want to be more intentional about planning trainings, while continuing to take advantage of opportunities that arise.
We would use the calendar on the ECCC Basecamp page to list classes including online opportunities offered by outside groups.

<b>DISCUSSION ITEM</b>	Healthcare Integration Updates
MaiKia Moua accepted a position with King County Public Health in Washington.	
Madeline agrees to fill the co-chair position for the Health Care Integration Work Group.	
The Work Group is about to wrap up their START trainings for pediatricians in the three counties.	
Training a START trainer has been successful; Doctor Caroline Amador has started the training.	
Technical assistance is necessary; however, offices aren't willing to sign up for TA.	
Lynn continues to revise the decision tree and parent letter.	
Rebecca Austen is currently reviewing the letter, and it will be worked on at the next HCI meeting.	
Jerri agrees to send Autumn and Barb information about social/emotional parent/professional workshops offered at Noah's Ark Preschool.	
IHN is planning to invest in the ASQ online system, which will get to pediatricians into RHIC.	

<b>DISCUSSION ITEM</b>	Data & Evaluation Updates
Lucy Kozii is working on the Targeted Funds Equity Assessment Tracking document. The Equity Trends document includes all four quarters for Hub sub-contracts and regional demographic data.	
We also plan to reevaluate the kids who completed their kindergarten assessment and are now in third grade.	

<b>DISCUSSION ITEM</b>	Pollywog Project Update
There is significant hub interest at the state level about Pollywog replication.	
Full scale marketing will come once the pilot stages come to a close.	
Autumn plans to encourage Lincoln families to sign up with Pollywog during the pilot stages.	
She also agrees to contact LeAnne about acquiring Pollywog marketing materials.	
Cheryl agrees to contact Autumn about getting a license to pilot with Pollywog and practice closed loop referrals.	
LeAnne agrees to invite Autumn and Debbie to the next Pollywog training.	

<b>DISCUSSION ITEM</b>	Hub Updates
<ul style="list-style-type: none"> <li>• 2017-2019 Work Plans</li> </ul>	
Kristi submitted the work plan to the Early Learning Division for feedback.	
The KPI Work Plan is in progress.	
<ul style="list-style-type: none"> <li>• EI Hub Conference</li> </ul>	
Over 40 people signed up for Oregon Registry Online credit.	
Statewide in-service day poses a scheduling conflict with K-12.	
The current thought is to schedule the next conference in August.	

Kristi plans to contact the Blue Mountain Early Learning Hub about their meeting and attendance rates.
We aim to saturate the community with the Hub logo.
Jerri agrees to share the ORO reflections with the Hub staff.
<ul style="list-style-type: none"> <li>• Contracts &amp; Funding</li> </ul>
In our Governing Board October meeting, the Board approved the subcontract with the following amendments: For the 2017-2019 biennium, there is a 10% reduction from each of the funded entities in order to reallocate funds in a responsive or innovative pool. In addition, Board members and Early Learning Hub staff will make continued efforts to extend these funds to new sub-contractors that align with the new Hub roles and responsibilities for the 2019-2021 biennium. In order to determine this alignment, the Board and EL Hub staff will determine a process application.
Kristi appreciated the Governing Board conversation, which included subcontractors.
The Governing Board is creating a targeted investment process (which includes fluctuation in funding to the Hub) for potential new subcontractors and reevaluating current subcontractors for funding. A facilitator will lead the conversation regarding this process at the GB retreat.
Coordination funds can roll over as responsive funds.
<ul style="list-style-type: none"> <li>• Equitable Data Analysis</li> </ul>
Lucy added the “Area State Funded Programs” column to compare the Hub children served to children served through state funded programs, and then see how it compares to the total population.
Our data shows that the Hub is exceeding in giving state funded slots to children most at-risk.
Autumn commented on the low number of children with a disability column. Lynn believes the census data can’t compare all children with a disability because it’s not a sufficient data source.
Standard definitions will change the data for next year.
<ul style="list-style-type: none"> <li>• Annual Report &amp; Fact Sheets</li> </ul>
We have ordered 1000 copies of the 2016-17 fiscal year that includes narratives and fact sheets.
A PDF version will also be available.

<b>NEXT MEETING</b>	Thursday, February 8, 2017
9:00am-12:00pm Philomath City Hall, City Council Chambers, Philomath	
<b>MEETING ADJOURNED</b>	12:00pm