

Early Learning Hub of Linn, Benton & Lincoln Counties

Pollywog Partner Meeting Minutes

MEETING COMMENCED	11:30am, February 15, 2018 Linn-Benton Community College, Albany
MEETING CALLED BY	LeAnne Trask
WORK GROUP MEMBERS PRESENT	LeAnne Trasl, Lynn Hall, Cindy Cole, Pam Collier, Norma O'Mara, Paul Adant, Mike Jackson (RHIC), Rhonda Lindley-Bennett, Robbi Claiborne, Autumn Belloni, Jerri Wolfe , Laurie Barajas, Kristi Collins, Jennifer Hartsock
VERSION	Draft
RECORDED?	No

Agenda topics

DISCUSSION ITEM	Pollywog Parent Newsletters – Jennie/Kristi
Jennie Hartsock creates Parent Newsletters based on national awareness topics in collaboration with our partner agencies.	
The goal is to create an “information bundle” of local and national resources in order to promote community involvement and promote what the experts are saying.	
The January newsletter was sent to partners and parents, whereas the February newsletter was only sent to parents.	
We plan to incorporate the parent handouts from the Partners for Healthy Babies curriculum from Florida State University.	

DISCUSSION ITEM	Google Analytics - LeAnne
LeAnne presents the October—December Pollywog progress report that includes 681 visitors to the website (with over half returning visitors), 1750 total pages viewed, 2070 total reach on the Facebook page, and 69 total views on YouTube videos.	

DISCUSSION ITEM	Regional Health Information Collaborative / ASQ - Rhonda
Almost a year ago, Kristi and Rhonda discussed how to best handle developmental screenings and ASQs. They decided to utilize the RHIC.	
The RHIC platform is primarily a clinician tool at the point of care. It brings up a composite health record for a client.	
The ASQ section lists all ASQs completed with pertinent scoring information. Color-coding refers to intervention cut-off.	
Clicking on an ASQ title will take you to the complete ASQ screening.	
The ASQ home screen looks different to non-medical personnel then to a medical provider.	
The RHIC is discussing how to give early learning providers access to this extensive home screen in compliance with HIPAA.	
The Sequoia Project allows a network to connect documents with non-affiliated RHIC hospitals.	

RHIC plans to go live with the program by the end of Q1. At that point, LeAnne will acquire the appropriate credentials to begin uploading ASQs.

OCHIN and the RHIC are currently integrated.

The group voices their willingness to use RHIC with concern about time management. Each agency has unique needs that the Hub would like to consider in making this process run as smoothly as possible.

It takes about 5 minutes to input an ASQ. Creating an initial profile takes a bit more time, but this is a one-time procedure. However, for agencies viewing the inputted ASQ or referral, this expedites their workflow.

DISCUSSION ITEM	HIPAA/FERPA PowToon – LeAnne
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LeAnne presents an informational PowToon on HIPAA and FERPA.

DISCUSSION ITEM	Consent Forms - Kristi
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When technology isn't available, these are sign-up and consent forms for families to be put into the Pollywog database at a later time. These can replace or modify any current forms agencies use for Pollywog.

DISCUSSION ITEM	Reviewing of Training - LeAnne
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Norma agrees to look for a contact from Children's Mental Health.

DISCUSSION ITEM	Review of Referrals - LeAnne
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No agencies have completed a referral.

DISCUSSION ITEM	Pollywog Vinyl Window Clings - LeAnne
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LeAnne presents possible window clings for Pollywog partners.

DISCUSSION ITEM	East Linn Expansion Plans - LeAnne
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It should be seamless to expand into East Linn.

LeAnne agrees to meet with Laurie Barajas in the near future.

NEXT MEETING	Thursday, April 19, 2018
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9:00-10:30am, Linn-Benton Community College

MEETING ADJOURNED	1:18pm
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