

Early Learning Hub of Linn, Benton & Lincoln Counties

Pollywog Partner Meeting Minutes

MEETING COMMENCED	9:00am, April 19, 2018 Linn-Benton Community College, Albany
MEETING CALLED BY	LeAnne Trask
WORK GROUP MEMBERS PRESENT	LeAnne Trask, Pam Collier, Paul Adant, Connie Adams, Autumn Belloni, Jerri Wolfe, Roccio Badger, Kristi Collins, Lynn Hall, Jennifer Hartsock
VERSION	Final
RECORDED?	No

Agenda topics

DISCUSSION ITEM	Pollywog Parent Newsletters – Jennie
Jennie presents the April Parent Newsletter statistics.	
For Food Allergy Action month in May, she asked the group for feedback on appropriately presenting local and national information on a sensitive subject.	

DISCUSSION ITEM	Website Update - LeAnne
LeAnne presented the new ES icon for Spanish courses, the drop-down interest box when signing up new families, and the new “Parent Voice” blog written by Shirley Blake.	

DISCUSSION ITEM	Google Analytics – LeAnne
LeAnne presented the March Google Analytics.	
Linn-Benton Community College saw a 40% increase in parenting education class registration in the past year (Spring 2017 to Spring 2018) for Albany Parent/Child classes that were funded out of the general fund. The Parenting Success Network classes are also completely full.	
When referring parents to drop-in classes, ask them to call Pollywog to make sure there is availability.	

DISCUSSION ITEM	RHIC / ASQ – LeAnne
The RHIC platform is primarily a clinician database at the point of care. It brings up a composite health record for a client.	
The RHIC is adding an ASQ tab for providers to view.	
The RHIC wants to include information from local social service agencies and school districts.	
Brookes Publishing is the in-between, allowing the RHIC to house ASQs. It also allows Pollywog to download the ASQ into the child’s file.	
LeAnne agrees to ask if Brookes Publishing can view confidential information shared between the RHIC and Pollywog/partners.	

DISCUSSION ITEM	Review of Referrals – LeAnne
The group asked questions regarding the process of turning people from contacts to clients, how to refer clients to other agencies, and how to sign and submit the consent form to Pollywog staff.	
Kristi suggested pulling up the consent form on a tablet in order to sign and quickly submit to Pollywog staff.	
LeAnne agreed to teach Sheri how to collect clients entered by other agencies and add them to our Pollywog mailing list.	

DISCUSSION ITEM	Training Update – LeAnne
These topics were discussed previously during this meeting.	

DISCUSSION ITEM	PSN Speaking Event in May – LeAnne
LeAnne presents the flyer for the PSN Speaking event in May.	
The Parenting Success Network is hosting a National Speaker event with Dr. Ross Thompson, President of the Board at Zero to Three, on Monday, May 21, 2018, 6:30-8:00pm in the Tripp Theater at Linn-Benton Community College. This is a free event, and families are invited to attend.	
If you need childcare, please call for a reservation, as space is limited.	
This event offers a level-1 Oregon Registry Online credit.	

DISCUSSION ITEM	EL Hub Equity Conference in August – LeAnne
The Early Learning Hub is coordinating efforts for a shared Equity Training for all Early Learning Division contractors in our three county region.	
The conference is scheduled for Friday, August 03, 2018 at Linn-Benton Community College, Albany. This is an all-day event.	
A save-the-date will follow soon.	

NEXT MEETING	Thursday, June 21, 2018
9:00-10:30am, Linn-Benton Community College	
MEETING ADJOURNED	10:24am