

# Early Learning Hub of Linn, Benton & Lincoln Counties

## Governing Board Meeting Minutes

MEETING COMMENCED	2:00pm, February 14, 2019 Linn-Benton Community College
MEETING CALLED BY	Julie Manning
WORK GROUP MEMBERS PRESENT	Lauren Sigman, Jennifer Gere, Sarah Dorgan, Stephany Koehne, Laura Farmer, Kelly Locey, Bettina Schempf, Paul Smith, Jeff Davis, Julie Manning, Tonja Everest, Sandy Chase, Rebecca Cohen, Todd Miller, Rich Waller
STAFF MEMBERS PRESENT	LeAnne Trask, Lynn Hall, Shirley Blake, Jennifer Hartsock
VERSION	Final
RECORDED	Yes

### Agenda topics

SPECIAL PRESENTATION	Kids & Company of Linn County
Stephanie Koehne presents a PowerPoint presentation on Kidco Head Start/Early Head Start.	
Kidco Head Start serves Linn and Benton counties, but they don't currently provide services in Lincoln County.	
They currently have 12 centers between Linn and Benton counties.	
Head Start has a policy council that consists of enrolled parents and community members, who are highly involved in program decision making.	
About three years ago, parents wanted longer day child care services. They piloted 6+ hour service days and eliminated transportation (to make up lost funds). Four years of data shows that the elimination of transportation wasn't a barrier to attendance. In fact, longer days increased parent engagement and community building.	
When a family applies to Head Start, the agency determines eligibility by using a criteria grid. Many factors frame this point system and eliminates biases and emotional influences on accepting/rejecting children.	
During a policy council meeting, members discussed implementing ACES into the point system.	
Head Start is required to connect children to a medical home.	

DIRECTOR REPORT	EL Hub Updates
<p><b>State Collaborative:</b> This event occurs twice a year where Oregon Hubs come together to celebrate our individual and collaborative efforts in early learning. This time around, Head Starts and CCR&amp;Rs came to the table with Hubs to discuss community planning and program alignment within our regions. The group at large identified key themes in learning early, broke into smaller discussion groups, and came back to debrief. Kristi also attended the <i>Raise Up Oregon</i> launch/legislative breakfast and a presentation to the new early education sub-committee of the joint student success committee by our early learning system director. Hub directors will begin attending these meetings on a regular basis.</p> <p><b>Statewide Hub Jacket:</b> Hub are currently working with the Madison Avenue Collective (MAC) creating a statewide jacket to identify what an Early Learning Hub is, as well as regional Hub information. This document is meant to unify our early learning hub system and message.</p>	

<b>DISCUSSION ITEM</b>	Fiscal Report
LeAnne presents the revenue, expenditures, and miscellaneous reports for November and December.	
During December, Linn-Benton Community College was closed for winter break; LeAnne didn't process any reimbursement requests.	

<b>DISCUSSION ITEM</b>	December Meeting Minutes
MOTION: The Board is being asked to approve the November Governing Board minutes.	
Motion: Rebecca Cohen	
2 <sup>nd</sup> : Bettina Shempf	
The Board votes unanimously to approve the December minutes.	

<b>DISCUSSION ITEM</b>	Board Charter
There are no current changes in the charter; however, there is consideration for adding the Housing sector.	
Revise the charter to reflect the different challenges in each county, which means each agency will need to take on the responsibility of recruitment for three county chairs. Held to action in March.	

<b>DISCUSSION ITEM</b>	Parent Engagement Update, Shirley Blake
Parent Cafés are physically and emotionally safe spaces where parents and caregivers talk about the challenges and victories of raising a family. Cafés are carefully designed, structured discussions that use the principles of adult learning and family support.	
Tentative timeframe: <ul style="list-style-type: none"> <li>• Host Cafés January-July 2019</li> <li>• Need to host 3-5 cafés</li> <li>• Reporting due mid-July</li> </ul>	
Agencies have begun their cafés. Lauren and her staff will practice before conducting their cafés. Shirley will follow up with them soon.	
Shirley is partnering with Head Start to train and conduct cafés. She has received a request to train and conduct cafes for Casa Latinos Unidos.	
These cafés can act as a springboard for parents enrolling in LBCC parenting/child classes.	

<b>DISCUSSION ITEM</b>	Pollywog Update, LeAnne Trask
LeAnne presents the November and December analytics for Pollywog.	
We celebrated the Pollywog website two year anniversary this past December.	
In year one and year two, we received 40 readers on a particular day. In year three, we averaged 400 readers per day, which is two-fold our original readership.	
The Parent Voice blog causes spikes in our readership. This drives traffic to our website.	
At the Pollywog Partner meeting, agencies reviewed and updated their 211 information.	
Kristi and LeAnne met with VistaLogic to work through the system.	
211 presented to the February Pollywog Partner meeting, which cleared up systematic confusion.	
Many "tabling" events are coming up, where Hub staff provide information on Pollywog and Vroom.	

Family Fun Day, hosted by Linn-Benton Community College (LBCC), is March 9, 2019. This is a volunteer opportunity.
Shirley Blake, Mary Jackson, and Kelly Locey are working on creating prenatal classes in Spanish.
Oregon Community Foundation is interested in Pollywog as a model for linking prenatal education with parenting education. Discussion on expanding into Lincoln County, as well as expanding parent/child courses, is underway.
The CCO awarded our Early Learning Hub \$150,000 for this calendar year.
Additionally, the Oregon Community Foundation (OCF) plans to open an RFA for regional funding around health and early learning connections in Oregon. By the time we submit our proposal, it might be mid-year; with the CCO funding in place, we can implement expansion steps: <ul style="list-style-type: none"> <li>• Parenting Education Coordinator in Lincoln County</li> <li>• Scaling up Pollywog/Family Connections call center personnel; In order to support a personalized system, it's essential to fund FTE.</li> </ul> Should we not receive OCF funding, the Board will look to Hub and state funding.
Keep in mind that long distance rates may apply for families outside of Linn County.
MOTION: The Board is being asked to allocate CCO funding of \$150,000 toward launching the Lincoln County expansion. This allocates \$90,000 for coordination support (FTE), with remaining funds supporting the existing contract with Family Connections to increase call center personnel. This is pending CCO approval.
Motion: Paul Smith
2 <sup>nd</sup> : Laura Farmer
Rich Waller and Jeff Davis abstain. The Board votes unanimously to approve the motion.

<b>DISCUSSION ITEM</b>	Early Learning Hub Monitoring
The Early Learning Division will attend our March 7 <sup>th</sup> Board meeting. ELD staff plan to take regional tour of our programs on March 26 <sup>th</sup> .	
Kristi proposes to schedule an extra hour prior to the meeting for member to visit with the ELD.	
Please RSVP if you plan to attend early.	

<b>DISCUSSION ITEM</b>	Current Subcontractor Review
Kristi reviews the current subcontractors and their current positions through June 30 <sup>th</sup> .	
Kristi removed alignment to roles & indications and added alignment to the <i>Raise Up Oregon</i> strategic plan. Please review and raise questions or concerns prior to our March Governing Board meeting.	
On-track spending refers to money spent down in year one.	
Kristi met with the HART center to discuss their missing quarterly reports and reimbursement requests. A plan is in place for correcting this and a large portion of their contracted funds will be unspent. These funds will go in the pool for subcontractors that have greater spending than their contracts and/or personnel cost for LeAnne's work on Pollywog.	
211 has made an offer for the 211 Coordinator position.	
Monroe school district hasn't determined how to get their funds spent down. Tonja and Kristi speak about this after the meeting.	

<b>DISCUSSION ITEM</b>	Conflict of Interest Statement
One-page sheet, front and back. Please read, sign, and turn in by the end of the meeting today.	

<b>DISCUSSION ITEM</b>	Legislative Session
	Kristi presents two documents, Early Childhood Coalition Legislative agenda.
	Tonja speaks about her 12 superintendents who are coordinating one-on-one meetings with community representatives and counselors. Early learning is one of the topics they plan to discuss. She suggests expanding supports of mental health services for children. As well, ESD will experience severe funding cuts, which will negatively impact their clients. Kristi invites Tonja to bring forth associated bills to the Board.
	Sandy speaks about applying for a grant amount increase for child care and housing.
	Bettina speaks about CCO 2.0. She invites community partners to reach out about health equity and social determinants of health to contribute to their proposal to OHA due in early April.
	Julie speaks about repairing the Medicaid budget due to the slow decline of federal contributions. There is a substantial increase in the tobacco tax.
	Consider inviting county representatives to present at a future Board meeting regarding alternative payment methodology and social determinants of health.
	Jeff Davis speaks about the aspirational budget and the governor's budget and their impact on the college. All departments that receive general funds were asked to submit a budget that represents a 5% reduction to their general fund.

<b>NEXT MEETING</b>	2:00pm, March 7, 2019
	Center for Health Education, Newport
<b>MEETING ADJOURNED</b>	4:00pm