

# Early Learning Hub of Linn, Benton & Lincoln Counties

## Governing Board Meeting Minutes

<b>MEETING COMMENCED</b>	2:00pm, March 7, 2019 Center for Health Education, Newport
<b>MEETING CALLED BY</b>	Kristi Collins
<b>WORK GROUP MEMBERS PRESENT</b>	Denise Swanson (guest), Cassandra Ferder (guest), Julie Manning, Sarah Dorgan, Lauren Sigman, Stephany Koehne (sp?), Bettina Shempf, Laura Farmer, Paul Smith, Lorena Reynolds, Rebecca Cohen, Kelly Locey, Jeff Davis (remotely), Tonja Everest (remotely), Todd Miller (remotely)
<b>STAFF MEMBERS PRESENT</b>	LeAnne Trask, Lynn Hall, Shirley Rubio Blake, Jennifer Hartsock
<b>VERSION</b>	Draft – Pending Board approval
<b>RECORDED</b>	Yes

### Agenda topics

<b>SPECIAL PRESENTATION</b>	ELD Monitoring Visit, Denise Swanson
Denise Swanson is the Early Learning Operations Manager who oversees the Early Learning Division (ELD).	
Cassandra Ferder is the Executive Assistant to the Chief of Staff and joined the ELD in March 2016.	
During their monitoring visit, Denise and Cass visited with EL Hub staff to discuss the partner survey and the assessment rubric.	
The theme that came across by governance and community members in the partner surveys was “collaboration coordination.”	
<p>In the governance questionnaire, governance wants more parents and business represented. This includes:</p> <ul style="list-style-type: none"> <li>• Housing sector (representatives from the private sector)</li> <li>• Private and business should consider their impact on children 0-6 year olds.</li> <li>• Family needs can be impacted by employment conditions</li> <li>• Realization of the difficulty for parents to attend meetings during the work day. Parent Cafes and the Pollywog Parent Voice blog offer opportunity for parent involvement that fits their schedule.</li> <li>• The LBL Hub offers adequate stipends and support to their parent Board members.</li> <li>• On the business side, consider large employers and on-site child care. There are also resources available to offer child care offsite; it’s important to make employers aware of these resources.</li> <li>• In partnering, we can ensure the child care is high quality.</li> </ul>	
Business includes technical assistance, quality, adequate facilities, and trained workforce.	
Metrics (and multi-generational data) help quantify our successes.	
Educational data hasn’t made progress; we need to simplify the data collection process. Focus on 2-3 measurable categories at a time.	
Consider a public data book that county representatives can contribute to.	
We have an understanding of where equity issues come from, but we have to address those issues as well.	
Coordinated enrollment and Baby Promise are critical.	
There is need for a stable foster care system.	

<b>DIRECTOR REPORT</b>	EL Hub Updates
N/A	

<b>FISCAL REPORT</b>	LeAnne Trask
LeAnne presents the revenue, expenditures, and miscellaneous reports for January.	

<b>CONSENT ITEM</b>	February Meeting Minutes														
The Board is being asked to approve the February meeting minutes.															
Motion: Betina Shempf															
<b>VOTING RESULTS</b>	Individual Votes cast by Board Members (Yes, No, Abstain)														
Brown	Y	N	A	Gere	Y	N	A	Manning	Y	N	A	Thielman	Y	N	A
Cohen	Y	N	A	Hall	Y	N	A	Reynolds	Y	N	A	Waller	Y	N	A
Davis	Y	N	A	Hannahs	Y	N	A	Schempf	Y	N	A	Chase	Y	N	A
Dorgan	Y	N	A	Hughes	Y	N	A	Sigman	Y	N	A	Open	Y	N	A
Everest	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A	Open	Y	N	A
Farmer	Y	N	A	Locey	Y	N	A	Miller	Y	N	A	Open	Y	N	A
The Board votes unanimously to approve the February minutes.															

<b>DISCUSSION ITEM</b>	Parent Engagement Update, Shirley Rubio Blake														
Parent Board representation is strong, although one parent is experiencing barriers to attending meetings, but she plans to continue sitting on the Board.															
Shirley updates the Board on the Parent Café pilot.															
Agencies agreed to host no more than 5 cafés during the pilot.															
Old Mill Center is hosting a Spanish parent café in partnership with Casa Latinos Unidos. They invited Shirley to present at the Linn Benton Health Equity Alliance.															
Lauren Sigman shares her parent café session experiences with the Board. They received high turnout and high success. Their parents are building self-confidence and community resilience.															
Kelly Locey and Shirley will provide trauma informed care trainings for Spanish speakers. Shirley will participate in a Train-the-Trainer course through Portland State University.															
Old Mill Center is providing a postpartum course for Spanish speakers.															

<b>DISCUSSION ITEM</b>	Pollywog Update, LeAnne Trask														
LeAnne presents the January analytics on Pollywog.															
Higher mobile numbers might indicate parents on-the-run are using Pollywog instead of partners.															
An “upcoming events” section was added to the Pollywog Parent Newsletter.															
Please let us know if you have upcoming events that The Hub can table with Pollywog and Vroom materials.															

<b>DISCUSSION ITEM</b>	IHN-CCO Funds – Action Needed														
Oregon Community Foundation will be meeting with Kristi and Julie regarding the demonstration project and the expansion of Pollywog. More information should be available at the April Board meeting.															

Lincoln County School District and Samaritan Health Services expressed interest in housing the Parenting Education Coordinator in Lincoln County. Partners recommended Samaritan Health Services.

Rich Waller will supervise this position, and it fits into his Community Health Promotions portfolio.

The Board is being asked to approve Samaritan Health Services to house the Parenting Education Coordinator in Lincoln County.

Motion: Bettina Shempf

2<sup>nd</sup>: Laura Farmer

VOTING RESULTS				Individual Votes cast by Board Members (Yes, No, Abstain)											
Brown	Y	N	A	Gere	Y	N	A	Manning	Y	N	A	Thielman	Y	N	A
Cohen	Y	N	A	Hall	Y	N	A	Reynolds	Y	N	A	Waller	Y	N	A
Davis	Y	N	A	Hannahs	Y	N	A	Schempf	Y	N	A	Chase	Y	N	A
Dorgan	Y	N	A	Hughes	Y	N	A	Sigman	Y	N	A	Open	Y	N	A
Everest	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A	Open	Y	N	A
Farmer	Y	N	A	Locey	Y	N	A	Miller	Y	N	A	Open	Y	N	A

The Board votes unanimously to appoint Samaritan Health Services in housing the Parenting Education Coordinator in Lincoln County.

Lauren Sigman and Julie Manning abstain.

DISCUSSION ITEM	Staffing Update – Informational
LeAnne’s current position is under reclassification. She will manage Pollywog exclusively.	

DISCUSSION ITEM	Current Subcontractor Review – Action Needed
Kristi presents the 2017-2019 Contract Review document.	

The Board is being asked to approve the recommendations as stated on the contract review document.

Motion: Stepany Koehne

2<sup>nd</sup>: Rebecca Cohen

VOTING RESULTS				Individual Votes cast by Board Members (Yes, No, Abstain)											
Brown	Y	N	A	Gere	Y	N	A	Manning	Y	N	A	Thielman	Y	N	A
Cohen	Y	N	A	Hall	Y	N	A	Reynolds	Y	N	A	Waller	Y	N	A
Davis	Y	N	A	Hannahs	Y	N	A	Schempf	Y	N	A	Chase	Y	N	A
Dorgan	Y	N	A	Hughes	Y	N	A	Sigman	Y	N	A	Open	Y	N	A
Everest	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A	Open	Y	N	A
Farmer	Y	N	A	Locey	Y	N	A	Miller	Y	N	A	Open	Y	N	A

The Board votes unanimously to approve the contract recommendations as stated.

Board members whose agency receives funding are asked to abstain.

DISCUSSION ITEM	Board Charter – Action Needed
Kristi presents the updated Board Charter to include the following:	

Section 1: Membership The Governing Board will be made up of twenty-six members: twenty-one sector members, consisting of 7 individuals from each county representing each of the seven sectors (K-12, Health, Human and Social Services, Parents, Business, Housing and Early Childhood), plus five members from organizations with standing positions, one from each of the following five organizations: LBCC, IHN-CCO, DHS, LBL-ESD and the Confederated Tribes of Siletz Indians.

The Board is being asked to approve the updated Board Charter as described.															
Motion: Laura Farmer															
2 <sup>nd</sup> : Lauren Sigman															
The Board votes unanimously to approve the proposed revisions in the Board Charter.															
<b>VOTING RESULTS</b>			Individual Votes cast by Board Members (Yes, No, Abstain)												
Brown	Y	N	A	Gere	Y	N	A	Manning	Y	N	A	Thielman	Y	N	A
Cohen	Y	N	A	Hall	Y	N	A	Reynolds	Y	N	A	Waller	Y	N	A
Davis	Y	N	A	Hannahs	Y	N	A	Schempf	Y	N	A	Chase	Y	N	A
Dorgan	Y	N	A	Hughes	Y	N	A	Sigman	Y	N	A	Open	Y	N	A
Everest	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A	Open	Y	N	A
Farmer	Y	N	A	Locey	Y	N	A	Miller	Y	N	A	Open	Y	N	A
The Board votes unanimously to approve the proposed revisions in the Board Charter.															

<b>DISCUSSION ITEM</b>		Legislative Session – Informational
Please refer to the Early Learning Investments 2019-21 Governor’s Recommended Budget documents.		
Lincoln County Health Department is a champion in implementing Family Connects with their Hub funding.		
The ELD built coordination into their ask (such as Preschool or Baby Promise) in order to acknowledge capacity, stipends for parent governance, and technical assistance.		
The Early Learning Coalition led by the Children’s Institute collaborates with Hub Directors. They are headed to Salem on April 9 to advocate for early childhood.		
Confederation of Oregon School Administrators (COSA) includes in their ask: include early education preschool slots, universal preschool, and social/emotional curriculum in the K-12 system.		

<b>NEXT MEETING</b>	Thursday, April 4, 2019
2:00pm, Corvallis DHS Offices	
<b>MEETING ADJOURNED</b>	3:45pm