



Early Learning Hub

of Linn, Benton & Lincoln Counties

Governing Board Packet February, 2020

Governing Board
Early Learning Hub
February 6, 2020
lblearlylearninghub.org

Packet Overview

In your Governing Board packet for February, you will find the following information:

1. The Agenda
2. Special Presentation – Any handouts will be provided at the meeting.
3. Director's Report – Will be provided at the meeting
4. Fiscal Report – November & December financials and the financial narratives are provided.
5. Consent Items
 - a. December Meeting Minutes
6. Discussion Items
 - a. GoKids Funding & Childcare Accelerator Opportunity – Approval Needed, no handouts at this time
 - b. ELD RFA's – Informational
 - c. Coordinated Enrollment – Informational
 - d. Pollywog Update – Informational

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Agenda

Governing Board Members

Claire Hall, Co-Chair
Lincoln County Commissioner

Julie Manning, Co-Chair
Samaritan Health Services

DeAnn Brown
Confederated Tribes of Siletz
Indians

Sandy Chase
Department of Human Services

Jeff Davis
Linn-Benton Community
College

Sarah Dorgan
Citizens Bank

Tonja Everest
Linn Benton Lincoln
Education Service District

Laura Farmer
Parent

Jennifer Gere
Parent

Glenna Hughes
Linn County Public Health

Stephany Koehne
Kids & Company of Linn County

Kelly Locey
Benton County Health
Department

Todd Miller
Santiam Canyon School District

Lorena Reynolds
The Reynolds Law Firm, PC

Bettina Schempf
Old Mill Center

Lauren Sigman
Lincoln County School District

Paul Smith
Strengthening Rural Families

Marc Thielman
Alsea School District

Rich Waller
Samaritan Health Services

Rebecca Weinsteinger
DevNW



February 6th, 2020
2:00 – 4:00 PM
Linn-Benton Community College
Fireside Room, CC-211
6500 Pacific Blvd. SW
Albany, OR

Members of the public wanting to make public comment must sign in. Each individual speaker will have 3 minutes during the Public Comment portion of the Agenda.

- I. Roll Call
- II. Special Presentation – System of Care, Jennifer Schwartz
- III. Director's Report / EL Hub Updates
- IV. Fiscal Report – Matt Grams
- V. Consent Items
 - a. December Meeting Minutes
- VI. Discussion Items
 - a. GoKids Funding & Childcare Accelerator Opportunity – Approval needed
 - b. ELD RFA's – Informational
 - c. Coordinated Enrollment - Informational
 - d. Pollywog Update, LeAnne Trask – Informational
- VII. Public Comment
- VIII. Next Meeting – Benton County, Location TBD
- IX. Adjournment

All members of the EL Hub Governing Board **must disclose** when they believe they have or may have a conflict of interest, and may participate in discussions that are leading to consensus. If, however, consensus cannot be reached and the group uses the fall-back voting process, the individual with the conflict of interest may not participate in that final vote.

Fiscal Report

November & December Financial Narratives



Finance

November & December 2019

MONTH-END DETAILS

Revenue:

During the month of November, we received \$12,500 for the Pollywog program and \$50,784 for Coordination. In the month of December, we received \$12,500 for the Pollywog program.

Expenditures:

We paid out \$13,027.82 in reimbursement requests in November and \$44,862.57 in December for KPI. We also paid out \$12,579.62 in reimbursement requests to Strengthening Rural Families in December for School Readiness. For Family Stability, we paid out \$7,823.81 to Old Mill Center. There are no outstanding Reimbursement requests waiting for executed contracts as of the end of December. There was an increase in expenses to SOC due to a back-pay of PERS from July to December.

Other Information:

As of the end of December, we have 12 executed contracts with partners. The difference between the budget spreadsheet and Banner is still accounted for to the penny.

November Financial Summary

Early Learning Hub of Linn, Benton & Lincoln Counties
Early Learning Hub - 2-Year Budget (7/1/19 - 6/30/21)
Governing Board Summary Financial Update as of 11/30/2019

Resources	Budget	Current Month	YTD	Balance	% Rcvd
Revenues					
Reimbursable Revenues	\$ -	\$ -	\$ -	\$ -	
Grant Resources					
Pollywog	\$ 586,114.00	\$ 12,500.00	\$ 50,000.00	\$ 536,114.00	9%
Pollywog - IHN-CCO Carryover	\$ 94,615.55	\$ -	\$ 94,615.55	\$ -	100%
Local Resources					
IHN-CCO Funds / System of Care	\$ 190,000.00	\$ -	\$ 95,000.00	\$ 95,000.00	50%
State Resources					
Coordination					
Dept. of Education - ELD - Coordination (carry-over)	\$ 25,000.00	\$ -	\$ 25,000.00	\$ -	100%
Carry-Over Vroom	\$ 3,001.70	\$ -	\$ 3,001.70	\$ -	100%
Carry-Over NWHF	\$ 9,233.17	\$ -	\$ 9,233.17	\$ -	100%
Dept. of Education - ELD - Coordination	\$ 789,408.00	\$ 50,784.00	\$ 126,960.00	\$ 662,448.00	16%
Reimbursement Grants					
Dept. of Education - School Readiness	\$ 244,951.00	\$ -	\$ -	\$ 244,951.00	0%
Dept. of Education - Title IV-B2	\$ 174,097.00	\$ -	\$ -	\$ 174,097.00	0%
Dept. of Education - Family Stability	\$ 70,853.00	\$ -	\$ -	\$ 70,853.00	0%
Dept. of Education - Kindergarten Partnership & Innovation	\$ 535,591.00	\$ -	\$ -	\$ 535,591.00	0%
Total All Resources	\$ 2,722,864.42	\$ 63,284.00	\$ 403,810.42	\$ 2,319,054.00	15%

Expenditures	Budget	Current Month	YTD	Balance	% Used
Reimbursable Expenditures	\$ -	\$ -	\$ -	\$ -	
Grant Expenditures					
Pollywog Program	\$ 680,729.55	\$ 11,005.08	\$ 52,646.45	\$ 628,083.10	8%
Local Resources					
System of Care	\$ 190,000.00	\$ 4,037.58	\$ 24,246.94	\$ 165,753.06	13%
State Expenditures					
Coordination	\$ 826,642.87	\$ 35,601.78	\$ 176,134.16	\$ 650,508.71	21%
Reimbursement Grants					
Title IV -B2 Funds	\$ 174,097.00	\$ -	\$ -	\$ 174,097.00	0%
School Readiness	\$ 244,951.00	\$ -	\$ 10,280.40	\$ 234,670.60	4%
Kindergarten Partnership & Innovation	\$ 535,591.00	\$ 13,548.93	\$ 13,548.93	\$ 522,042.07	3%
Family Stability	\$ 70,853.00	\$ -	\$ 9,090.43	\$ 61,762.57	13%
Total All Expenditures	\$ 2,722,864.42	\$ 64,193.37	\$ 285,947.31	\$ 2,436,917.11	11%

Ending Balance \$ 0.00

Revenues
 Other Resources (funds not located at LBCC)

Expenditures	Budget	Current Month	YTD	Balance	% Used
IHN-CCO (funds not located at LBCC)	\$ 38,107.50	\$ -	\$ -	\$ 38,107.50	0%

December Financial Summary

Early Learning Hub of Linn, Benton & Lincoln Counties
Early Learning Hub - 2-Year Budget (7/1/19 - 6/30/21)
Governing Board Summary Financial Update as of 12/31/2019

Resources	Budget	Current Month	YTD	Balance	% Rcvd
Revenues					
Reimbursable Revenues	\$ -	\$ -	\$ -	\$ -	
Grant Resources					
Pollywog	\$ 586,114.00	\$ 12,500.00	\$ 62,500.00	\$ 523,614.00	11%
Pollywog - IHN-CCO Carryover	\$ 94,615.55	\$ -	\$ 94,615.55	\$ -	100%
Local Resources					
IHN-CCO Funds / System of Care	\$ 190,000.00	\$ -	\$ 95,000.00	\$ 95,000.00	50%
State Resources					
Coordination					
Dept. of Education - ELD - Coordination (carry-over)	\$ 25,000.00	\$ -	\$ 25,000.00	\$ -	100%
Carry-Over Vroom	\$ 3,001.70	\$ -	\$ 3,001.70	\$ -	100%
Carry-Over NWHF	\$ 9,233.17	\$ -	\$ 9,233.17	\$ -	100%
Dept. of Education - ELD - Coordination	\$ 789,408.00	\$ -	\$ 126,960.00	\$ 662,448.00	16%
Reimbursement Grants					
Dept. of Education - School Readiness	\$ 244,951.00	\$ -	\$ -	\$ 244,951.00	0%
Dept. of Education - Title IV-B2	\$ 174,097.00	\$ -	\$ -	\$ 174,097.00	0%
Dept. of Education - Family Stability	\$ 70,853.00	\$ -	\$ -	\$ 70,853.00	0%
Dept. of Education - Kindergarten Partnership & Innovation	\$ 535,591.00	\$ -	\$ -	\$ 535,591.00	0%
Total All Resources	\$ 2,722,864.42	\$ 12,500.00	\$ 416,310.42	\$ 2,306,554.00	15%

Expenditures	Budget	Current Month	YTD	Balance	% Used
Reimbursable Expenditures	\$ -	\$ -	\$ -	\$ -	
Grant Expenditures					
Pollywog Program	\$ 680,729.55	\$ 10,872.17	\$ 63,518.62	\$ 617,210.93	9%
Local Resources					
System of Care	\$ 190,000.00	\$ 10,499.26	\$ 34,746.20	\$ 155,253.80	18%
State Expenditures					
Coordination	\$ 826,642.87	\$ 36,865.68	\$ 212,999.84	\$ 613,643.03	26%
Reimbursement Grants					
Title IV -B2 Funds	\$ 174,097.00	\$ -	\$ -	\$ 174,097.00	0%
School Readiness	\$ 244,951.00	\$ 13,082.80	\$ 23,363.20	\$ 221,587.80	10%
Kindergarten Partnership & Innovation	\$ 535,591.00	\$ 46,657.07	\$ 60,206.00	\$ 475,385.00	11%
Family Stability	\$ 70,853.00	\$ 8,136.76	\$ 17,227.19	\$ 53,625.81	24%
Total All Expenditures	\$ 2,722,864.42	\$ 126,113.74	\$ 412,061.05	\$ 2,310,803.37	15%

Ending Balance \$ 0.00

Revenues
 Other Resources (funds not located at LBCC)

Expenditures	Budget	Current Month	YTD	Balance	% Used
IHN-CCO (funds not located at LBCC)	\$ 38,107.50	\$ -	\$ -	\$ 38,107.50	0%

Consent Items

December Minutes

Early Learning Hub of Linn, Benton & Lincoln Counties Governing Board Meeting Minutes

MEETING COMMENCED	2:00pm, December 5, 2019 Center for Health Education, Newport
MEETING CALLED BY	Julie Manning
WORK GROUP MEMBERS PRESENT	DeAnn Brown, Jeff Davis, Sarah Dorgan, Don Dorman, Laura Farmer, Claire Hall, Stephany Koehne, Kelly Locey, Julie Manning, Bettina Schempf, Lauren Sigman, Paul Smith, Todd Miller, Rich Waller, Sandy Chase, Rebecka Weinstein
STAFF MEMBERS PRESENT	LeAnne Trask, Lynn Hall, Shirley Rubio, Matt Grams, Connie Adams
VERSION	Draft
RECORDED	Yes

Agenda topics

ROLL CALL	Welcome New Board Member
The Board welcomed Rebecka Weinstein to the Linn County Human & Social Services chair.	

SPECIAL PRESENTATION	ECE Sector Planning & Draft Deliverables
Kristi presented the Early Care and Education initiative tasked by the Early Learning Division to Early Learning Hubs in concert with their CCR&Rs and Head Start entities.	

DIRECTOR'S REPORT	EL Hub Updates
Students from the OSU Community Organization Team created a brochure on birth and outcomes of mothers in our region, designed similarly to the regional data book executive summary. The parent engagement survey needs to be refined.	
Linn-Benton Community College is closed December 23, 2019 to January 2, 2020. Kristi will be in the office on December 7, 2020.	

FISCAL REPORT	Matt Grams
Matt presented the revenue, expenditures, and miscellaneous reports for October.	

CONSENT ITEMS	November Meeting Minutes
The Board was asked to approve the November meeting minutes with the amendment that Lauren voted.	
Motion: Julie Manning	
2 nd : Rich Waller	
VOTING RESULTS	Individual Votes cast by Board Members (Yes, No, Abstain)
Brown	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> A
Gere	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> A
Manning	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> A
Thielman	<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> A

Cohen	Y	N	A	Hall	Y	N	A	Reynolds	Y	N	A	Waller	Y	N	A
Davis	Y	N	A	Weinsteiger	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
Dorman (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
Bettina Schempf abstained.															
The Board voted to approve the minutes.															

DISCUSSION ITEM		RSC DRAFT Deliverables – Approval Need													
The Board was asked to approve the Early Care & Education Sector Plan.															
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	Weinsteiger	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
Dorman (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
Motion: Julie Manning															
2 nd : Bettina Schempf															
The Board voted unanimously to approve the plan.															
Discussion:															
<ul style="list-style-type: none"> Futher discussion is needed regarding alternative pathways for certified childcare, such as family members. 															

DISCUSSION ITEM		2020 Board Meeting Schedule – Informational													
Jennie will contact Karen to solidify LBL-ESD meetings.															

DISCUSSION ITEM		Pollywog Update, LeAnne Trask – Informational													
LeAnne presented the Google analytics for November.															
Pollywog staff met with the Oregon Community Foundation and Shauna Tominey from Oregon State University to discuss collecting data as we expand Pollywog into Lincoln County. They are interested in how health care and parenting education might work together. This is an opportunity for Pollywog staff to determine meaningful data to include in a quarterly report. This will further demonstrate the closer integration and connection between the health care sector and early parenting education sector.															

NEXT MEETING	9:00am, February 6, 2020 Fireside Room, Linn-Benton Community College, Albany														
MEETING ADJOURNED	4:00pm														

Discussion Items

ELD RFA's



Oregon
Kate Brown, Governor

Early Learning Division



Dear Early Care and Education Provider,

The Early Learning Division is seeking applications to become a Preschool Promise provider. The Preschool Promise Program is a high-quality, publicly-funded program that serves preschool aged children whose family income is at or below 200% of the Federal Poverty Level, or children in foster care. Thanks to the Student Success Act, this statewide expansion will increase services to reach around 3,865 preschoolers.

This is an exciting opportunity for providers across the state to increase quality and reach more families. Providers are granted approximately \$12,000 for every child served and will receive access to coaching, professional development and classroom materials to meet Preschool Promise standards.

The Preschool Promise Program allows for a variety of settings and is open to certified family, certified centers, registered homes in rural communities, Head Starts, private schools, public schools and Relief Nurseries. Please refer to the **“Self-Assessment Checklist for Program Participation”** to determine your eligibility and readiness.

Stay up to date on this opportunity by going to <https://oregonearlylearning.com/student-success-act> or contact your local Childcare Resource & Referral (CCR&R) agency. Technical Assistance is available for interested applicants. To receive notices regarding the Preschool Promise grant, please submit your contact information to this email address psprfa@state.or.us and/or call 503-856-2895.

IMPORTANT DATES:

Application Release	January 30, 2020
Pre-Proposal Webinar (English)	February 10, 2020 (10-11:30 a.m.)
Pre-Proposal Webinar (Spanish)	February 10, 2020 (6-7:00 p.m.)
Weekday after hours application helpline 503-508-3694 (5-9 p.m.)	February 5, 12, 19, 26 March 4, 11, 18,
Saturday helpline (8 a.m.-Noon)	February 1, 8, 15, 22, 29 March 7, 14, 21, 28
Informational Sessions (Dates and Locations TBD)	Baker City Bend Corvallis Coos Bay Klamath Falls Oregon City The Dalles
Application Closing (Application Due Date & Time)	April 2, 2020 (5 p.m.)
Notice of Intent-to-Award Issued	May 4, 2020
Agreement Finalized	By June 1, 2020
Preschool Promise Program Services Begin	September 2020

Thank you for your commitment to our youngest Oregonians.

Sincerely,

The Early Learning Division

Pollywog Update

POLLYWOG UPDATE 01/31/2020

Analytics:

- We currently have 1186 individuals (adults and children) in the Pollywog database.
- We currently have 49 courses available, 6 taught in Spanish.
- 1482 website pageviews in January.
- 324 website users in January:
 - 81 from Corvallis
 - 52 from Portland
 - 43 from Albany
 - 32 from Boardman
 - 15 from Seattle
- 287 of those website users are new to the site
- 84% of our website users are female, with 16% male users
- January's website users where from:
 - United States – 323
 - China – 2
 - Mexico – 2
 - Ecuador – 1
 - Uganda – 1
 - Venezuela - 1
- The January Parent Newsletter was sent out to 456 families and the topic was "Baby Blues & Rainy Day Activities". It contains information about getting "the blues" after the holidays and offered transition advice to help ease families back in their normal work/school routines. There was also information about parenting classes at LBCC and access to local community health centers. It also included activities to keep toddlers happy and occupied indoors during these winter months.



POLLYWOG UPDATE

01/31/2020

- The Parent Voice Blogs were published on:
 - January 13 – A Nourishing Year
 - January 27 – Staying Healthy During this Season
- The #1 Pollywog Facebook post for January:
 - 197 views
 - 9 "HaHa"s
 - 18 Shares
 - 27 Engagements



Software Update:

- August Update created work path problem
- Created new Pollywog Partner module
- Trained 47 DHS and FTRN staff on the new module