

# Early Learning Hub of Linn, Benton & Lincoln Counties

## Governing Board Meeting Minutes

<b>MEETING COMMENCED</b>	2:00pm, April 2, 2020 Online
<b>MEETING CALLED BY</b>	Julie Manning
<b>WORK GROUP MEMBERS PRESENT</b>	DeAnn Brown, Jeff Davis, Sarah Dorgan, Don Dorman, Claire Hall, Rebecka Weinstein, Stephany Koehne, Julie Manning, Bettina Schempf, Lauren Signman, Paul Smith, Sandy Chase
<b>STAFF MEMBERS PRESENT</b>	Kristi Collins, Shirley Blake, Matt Grams, LeAnne Trask, Connie Adams, Lynn Hall, Jennifer Schwartz
<b>GUESTS PRESENT</b>	Lynnette Wynkoop, Katie Berns, Jerri Wolfe
<b>VERSION</b>	Final
<b>RECORDED</b>	Yes

### Agenda topics

<b>SPECIAL PRESENTATION</b>	Update on Child Care, Jerri Wolfe
<p>Jerri Wolfe shared with the Board information regarding changes to child care due to COVID-19 and the stay-at-home orders.</p> <p>All child care was order closed on March 25<sup>th</sup> and remain closed until April 28<sup>th</sup>. This order did not apply to child care providers who would be applying to transition to Emergency Child Care (ECC). The state communicated that ECC was to be reserved for children of emergency workers. The requirements for attaining ECC license status included an application for this license, specific rules regarding the number of children and their interactions (stable groups of 10), addition of monitoring of health status of children, increased cleaning requirements, and prioritization of essential worker families.</p> <p>Once approved for ECC, Family Connections/CCR&amp;R contacts the provider to find out how many vacancies they have, if they have any needs, and if they have any questions.</p> <p>As of today, 27 providers have been approved for ECC in our region. ECC providers can order supplies, like diapers, wipes, cleaners, etc., from the state.</p> <p>Questions and answers from Board members</p> <p><i>Question:</i> Do these new guidelines prohibit Relief Nurseries from operating?</p> <p><i>Answer:</i> Yes, they would need to apply for an ECC license.</p> <p><i>Question:</i> Can family members be an ECC provider and the family use ERDC?</p> <p><i>Answer:</i> Yes, and they should connect with DHS for guidance. There is currently no copay for ERDC. If someone is caring for 3 or fewer children, they are license-exempt providers and do not need to close.</p> <p><i>Question:</i> Will providers have help with providing hazard pay for their workers? Can they use workers comp if they get sick?</p> <p><i>Answer:</i> The state is still sorting out this area, and more information will be forthcoming.</p> <p><i>Question:</i> Are school district staff considered essential staff? Are grocery workers essential staff? Is there a list of essential staff?</p> <p><i>Answer:</i> ECC is supposed to be only for people who must go out of their home to work. Homeland Security has put out a list, but depends on your job and it varies a lot. Grocery workers are essential workers. School food service employees are essential workers.</p> <p>Further questions can be directed to the CCR&amp;R and the FAQ section on the ELD site.</p>	

<b>FISCAL REPORT</b>	Matt Grams
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Matt Grams presented the revenue, expenditures, and miscellaneous reports for March 2020.

<b>CONSENT ITEMS</b>		March Meeting Minutes													
The Board was asked to approve the March meeting minutes.															
Motion: Bettina Schempf															
2 <sup>nd</sup> : Paul Smith															
<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
Chase	Y	N	A	Hall	Y	N	A	Reynolds	Y	N	A	Open	Y	N	A
Davis	Y	N	A	Weinsteiger	Y	N	A	Schempf	Y	N	A	Open	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
No abstentions.															
The Board voted to approve the minutes.															

<b>DISCUSSION ITEM</b>		Coordinated Enrollment Update, Kristi Collins											
<p>Kristi Collins shared updates on the Coordinated Enrollment process, including materials in the meeting handouts packet. The EL Hub has received estimated funding for the position, including funding for marketing/outreach, travel, and translation. The Hub also received a sample job description from the state for this position.</p> <p>Initially anticipating that this position would require a quick turn-around (pre-COVID), Kristi said she wanted to use existing staff with some changes to their hours and roles. This will mean splitting the position into two – one to do recruitment/engagement and one to do eligibility. The plan is to increase Shirley Blake’s Parent Engagement FTE to full-time, and add the recruitment and engagement part. The eligibility piece would be added to Matt Grams position, as the Preschool Promise contract work that was previously his responsibility has been moved to the state level. These changes have been approved by LBCC’s HR, and job descriptions and classifications will be done if needed.</p> <p>One advantage to splitting this position is that both employees will be able to cross-train and cover the other half of the position if needed.</p> <p>A second advantage is that Shirley could possibly spend time at the Compass Center in Lincoln County to assist parents with paperwork in that region.</p> <p>A question was raised that travel between counties was not included in the job description. Kristi said that the job description was a sample description and travel is included in all Hub staff job descriptions.</p>													

<b>DISCUSSION ITEM</b>		EL Hub Funding, Kristi Collins											
<p>Kristi assured the Board that state funding for early learning work through the Hub is secure and that we have been advised to operate as business as usual. This was to address any concerns about the corporate business tax funding being delayed due to COVID-19.</p>													

<b>DISCUSSION ITEM</b>		GoKids Initiative, Julie Manning											
<p>Julie told the Board that the funding from GoKids was approved. The amount of \$59,000 was approved to support the creation of a position responsible for business outreach and engagement that would be housed at the EL Hub. The plan is to secure additional funding for the position from the EL Hub, businesses, etc. Oregon Community Fund gave flexibility to how the funds are directed due to COVID-19 issues.</p> <p>This item will be discussed again at the May Board meeting.</p>													

<b>DISCUSSION ITEM</b>	Pollywog Update, LeAnne Trask
<p>LeAnne presented current Pollywog data to the Board and information was included in the packet. Due to classes being cancelled or moved to online format, numbers were lower than usual. LeAnne offered help to Samaritan to help get prenatal classes online.</p> <p>All Parenting Education classes have been moved online and all Parent Success Network classes have been cancelled for now.</p> <p>The Hub and Pollywog received the request from the state that we share more COVID-19 resources and support. LeAnne described the steps Pollywog staff took to meet this request and the additional social media support that Pollywog is offering. Pollywog staff began parent support through the Pollywog Facebook page and the increase in traffic seen so far.</p>	

<b>DISCUSSION ITEM</b>	Agency/Sector Updates
<p>Sandy Chase, DHS: DHS is still open as an emergency agency for needed benefits, including food and childcare support. Applications for support are five times higher than usual, and all hands are on deck for processing the applications. DHS staff is still doing safety checks. About three-quarters of staff are working from home, but some are still in the office because not all clients have online abilities.</p> <p>DHS Program Changes: SNAP work requirements have ended. All applications have been extended automatically, and face-to-face interviews have been waived for no income clients. Childcare benefits have no copayment right now, and income eligibility requirements have been increased.</p> <p>Lauren Sigman, K12: Daily meals (1500-2000) are being provided to families in the area, with some being delivered along school bus routes. Online supplemental learning has shifted to distance learning for all and the district has developed a packet that is about reinforcing skills and learning social-emotional skills. Chromebooks have been checked out to students for distance learning.</p> <p>Health, Julie Manning: Samhealth.org has a dedicated page for COVID-19 information, including information about testing. Mobile testing locations have opened in Depot Bay, Corvallis, and Lebanon. The number of patients at GSRMC is increasing, and the apex of our infection curve is expected between the middle of April and the first of May. Elective procedures have been postponed, and telemedicine is being used as much as possible. These changes have had an impact on the work hours and schedules for Samaritan employees.</p> <p>Health, Claire Hall: Lincoln County has opened its emergency command and operations center. It has developed coordination between public health and schools.</p> <p>LBCC, Jeff Davis: All instruction has transitioned to online for the Spring term, but some subjects cannot easily translate to online, including hands-on classes like mechanical, health, industrial arts. The Spring term start date will be one week later than usual, on April 6<sup>th</sup>, and the term will still run 10 weeks. The usual graduation ceremony will not be held at this time. On the bright side, the LBCC IT folks have been fantastic.</p> <p>Housing, Rebecka: All community health workers and DevNW staff are working remotely. They have been working with school districts to help deliver meals. They are also calling residents to figure out what needs they have, helping to understand health department information, and sharing resources. Overall, they are trying to support the networks that reach residents.</p> <p>Courts, Lorena Reynolds: The court system has been impacted and most work is being done remotely by phone. The court is still processing restraining orders, stalking and abuse orders, child welfare orders, and parenting time returns.</p>	

<b>NEXT MEETING</b>	2:00-4:00pm, 5/7/2020 Remote meeting, TBD
<b>MEETING ADJOURNED</b>	3:22pm