

Early Learning Hub of Linn, Benton & Lincoln Counties

Governing Board Meeting Minutes

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| MEETING COMMENCED | 2:00pm November 5, 2020 Albany, Oregon (via Zoom) |
| MEETING CALLED BY | Kristi Collins |
| WORK GROUP MEMBERS PRESENT | Julie Manning, Bettina Schempf, Sandy Chase, Deann Brown, Tonja Everest, Stephany Koehne, Jeff Davis, Rich Waller, Laura Farmer, Lauren Sigman, Sarah Dorgan, Paul Smith, Lorena Reynolds |
| STAFF MEMBERS PRESENT | LeAnne Trask, Lynn Hall, Matt Grams |
| VERSION | Final Version – Approved by GB |
| RECORDED | Yes |

Agenda topics

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| ROLL CALL | LeAnne Trask |
| Silent roll call. | |

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| SPECIAL PRESENTATION | Jerri Wolfe, LBCC Parenting Education Department Chair, Family Connections Director |
| The State is looking at merging Child Care Resource & Referral (CCR&R) agencies with Early Learning Hubs, and Jerri wanted to present discussion to the Board about why that was not a good idea. | |
| The State will possibly be reaching out to Governing Boards and partners for input and opinions on this matter. | |
| 1) The Hub was taken in to LBCC at the request of the community, and is not a direct service provider, as are the CCR&Rs. | |
| 2) Family Connections, Parenting Education and the Parenting Success Network are the other programs in the Parenting Education Department. They all offer direct services to families. | |
| 3) The Hub is grant funded, while the rest of the Family Resource Center uses LBCC general funds with some additional grant funding. | |
| 4) Process and transparency are extremely important, especially as they relate to each other. We don't want to give other agencies and the public the idea that we are mishandling funds and only giving them to each other. | |
| 5) The State will be conducting an RFA process for Hubs in July of 2021, which may impact the way that Hubs function. | |
| 6) Not all CCR&Rs and Hubs together as smoothly as ours does. | |
| 7) Some CCR&Rs don't align with their Hub boundaries as easily as we do, and some have to work with 2 or 3 Hubs instead of just one. | |
| 8) Rather than combining CCR&Rs and Hubs, realigning and reorganizing boundaries might be a better choice. | |
| 9) Policy implementation should be different: separate but working together. | |
| 10) We are a model of how it should work in our region. | |
| 11) CCR&Rs are concerned about what is happening. | |
| Members of the Board asked for an update on the status of the process at the December GB meeting. | |

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| DIRECTOR'S REPORT | LBL Hub Updates |
| Hub Staff are still working remotely and will continue working remotely through Winter term, Jan-Mar. 2021. | |
| On November 1 Jennifer Swartz went from being an LBCC employee to an independent contractor for the System of Care. | |
| Lynn Hall has announced her retirement will begin at the end of January 2021. She will be attending the GB Retreat in February to present the newest version of the Data Book. | |
| We have hired a new Epidemiology Intern for the coming year. | |
| The Hub will be hiring a 2 nd Coordinated Enrollment Specialist (CES) as soon as possible. We have Preschool Promise (PSP) slots for 240 children and the enrollment process is time consuming and labor intensive. | |
| Shirley Blake has submitted her resignation, effective December 1. She is having issues with her work/life balance. | |
| Kristi is hoping to fill both the CES position and Shirley's position at the same time. | |
| A Board member asked if there is a way to partner with other agencies to make PSP enrollment easier. DHS has an agency-alignment database called "Oregon One" that would make our jobs a lot easier, but the Early Learning Division hadn't even heard of it when Kristi asked about it. Sandy Chase suggested that she and Kristi talk later about a "regional agreement" that would allow us to use Oregon One to help with PSP enrollment. | |
| Pollywog will be adding a Community Alignment Specialist position, with funding from the Oregon Health Authority. This will be a Family Connects position, but it aligns perfectly with Pollywog and will be housed within Pollywog. | |

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| FISCAL REPORT | Matt Grams |
| Matt presented the revenue, expenditures, and miscellaneous reports for October. All expenditures and income transactions were normal. | |

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| CONSENT ITEMS | October Meeting Minutes | | | | | | |
| The Board was asked to approve the October meeting minutes. | | | | | | | |
| Motion: Bettina Schemp | | | | | | | |
| 2 nd : 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 | 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 |
| [Abstentions] None | | | | | | | |
| The Board voted to unanimously accept the minutes. | | | | | | | |

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| DISCUSSION ITEM | Go-Kids Update |
| Go-Kids is willing to fund a Child Care Accelerator position, with a \$60,000 grant; however, because of the pandemic, the offer has been put on pause. | |
| A position description and narrative update has been submitted to Go-Kids. | |
| United Way, Samaritan and several other partners in the area have been involved in meetings with Go-Kids | |

in the past few months—up to 90 people at some meetings!

The goal is to get the position filled as soon as possible, and have the position report to a regional group.

The Child Care Accelerator would be an LBCC employee, and they would need a business, economic and/or finance background.

There is an emergency need for childcare in our region.

In addition, the Hub will take the \$72 surplus that we didn't have to cut from our budget and help get this program going in our region.

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| CONSENT ITEM | | 2-Year Budget | | | | | | | | | | | | | |
| The Student Success Act (SSA) money has been released and the Hub should be getting \$150-180,000 coming in. | | | | | | | | | | | | | | | |
| The funds must be spent down by June 30, 2021. | | | | | | | | | | | | | | | |
| Line items will need to be adjusted, but we have flexibility from the state. | | | | | | | | | | | | | | | |
| We want to use an extra \$72,000 of these unassigned funds to help fund the Go-Kids position. | | | | | | | | | | | | | | | |
| Motion: Tonja Everest | | | | | | | | | | | | | | | |
| 2 nd : 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 | 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 |
| [Abstentions] Jeff Davis | | | | | | | | | | | | | | | |
| The Board voted unanimously to use part of the SSA funding to fund the Go-Kids position, if they provide funding as well. | | | | | | | | | | | | | | | |

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| DISCUSSION ITEM | | Pollywog Update | | | | | | | | | | | | | |
| LeAnne Trask presented an update on the progress of the Pollywog Program for the month of October: | | | | | | | | | | | | | | | |
| 1) There are currently 1,372 individuals in Pollywog, and per the request of a Board member, our Update shows which counties each of those people are in. Lincoln County is coming along nicely. | | | | | | | | | | | | | | | |
| 2) The Pollywog blogs are bringing readers to our site each Monday, per the graph, and continue to provide really good material for our families to enjoy. | | | | | | | | | | | | | | | |
| 3) The 2020 Holiday Resource Guide was published on November 3, and it has already received wide circulation. We currently don't have anyone to do Spanish translation for us, so the Guide was sent to an outside agency for translation, and we hope to have it back next week for publication. | | | | | | | | | | | | | | | |
| 4) We had HUGE numbers in October, partially because we posted information about the Preschool Promise opportunity. Over 4,000 views on Pollywog Facebook and another 1,500 on the Hub Facebook. | | | | | | | | | | | | | | | |

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| DISCUSSION ITEM | | Family Connects Update | | | | | | | | | | | | | |
| LeAnne Trask presented an update on the progress of the Family Connects program for the month of October: | | | | | | | | | | | | | | | |
| 1) We began running social media "teasers" in October, and our first Facebook post had over 1,200 views and over 200 shares. We will be running two teasers each month under the first of the year, when we will take a | | | | | | | | | | | | | | | |

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| more thorough approach to the new program. |
| 2) The Oregon Health Authority (OHA) is currently working on a logo, marketing materials and a website for Family Connects, to support the Early Adopters. We were asked for content and graphics for the website, and have provided them. |
| 3) We have officially relieved Kristi of her projected responsibility as the “Program Manager” for the new Family Connects Program, and that responsibility has been given to LeAnne. As the head of Pollywog, it makes the most sense, and will free up Kristi to work with PSP. |
| 4) Linn and Benton Counties are both struggling to hire new nurses for their Family Connects staff. Each county is trying to hire three new nurses, and it is not going well. |

| DISCUSSION ITEM | Governing Board Concerns |
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| | Kristi commented that we are devastated to lose Shirley and have brainstormed every possible solution to get her to stay. The problem is disproportionately effecting women in our communities. |
| | A Board member asked if there was information that we could distribute to employers about child care options in our region. |
| | Chamber of Commerce groups, Rotary Clubs, etc., all need answers and suggestions and ideas about how to help their employees. |
| | Kristi is going to bring it up to Hub Directors at their next meeting and ask the State what to do. |
| | A Board member commented that she is concerned about some of the solutions that people are coming up with to make their situations work, situations that endanger their children. |
| | We don't know how long this will last, and we have to make it work until our kids are back to school. |
| | We need to revisit this situation. |

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| NEXT MEETING | 2:00pm, December 3, 2020 Albany, OR (via Zoom) |
| MEETING ADJOURNED | 3:52pm |