



Early Learning Hub

of Linn, Benton & Lincoln Counties

Governing Board Packet April, 2021

Governing Board
Early Learning Hub
April 1, 2021
lblearlylearninghub.org

Packet Overview

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

1. Agenda
2. Fiscal Report – February financials and financial narrative are included.
3. Consent Items – March Meeting Minutes
4. Discussion Items
 - a. Pollywog Budget – Approval Needed
 - b. Pollywog Update, LeAnne Trask – Informational
 - c. Family Connects Update, LeAnne Trask – Informational
 - d. Coordinated Enrollment Update - Informational
5. Deeper Dive – Instead of starting our meeting with a Special Presentation, we will now be spending the final portion of our meeting doing a “Deeper Dive” into this work and ultimately, our role in Raise Up Oregon. This month we will focus on the Raise Up Oregon and our previous work related to where we should be taking the lead in our region and which workgroup should be leading the work. Handouts for this portion of the meeting will be included as separate documents.

Contents

Packet Overview 1

Agenda..... 3

Fiscal Report 4

February Financial Narrative 4

February Financial Summary..... 5

Consent Items 6

March Meeting Minutes 6

Discussion Items 9

Pollywog Budget..... 9

Pollywog..... 11

Family Connects 14

Coordinated Enrollment 16

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

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
Landmark Professional Mortgage Company

Rebecca Weinstein
DevNW



April 1st, 2021

2:00 – 4:00 PM

<https://linnbenton.zoom.us/j/94157469669>

Meeting ID: 941 5746 9669

Password: 073897

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. Director's Report
- III. Fiscal Report – Matt Grams
- IV. Consent Items
 - a. March Meeting Minutes
- V. Discussion Items
 - a. Pollywog Budget, LeAnne Trask – Approval Needed
 - b. Pollywog Update, LeAnne Trask – Informational
 - c. Family Connects Update, LeAnne Trask – Informational
 - d. Coordinated Enrollment Update, Antonia Huerta & Matt Grams – Informational
- VI. Public Comment
- VII. Deeper Dive – Raise Up Oregon
- VIII. Next Meeting – May 6, 2021 – Board Meeting Via Zoom
- 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

February Financial Narrative



Early Learning Hub
of Linn, Benton & Lincoln Counties

Finance

February 2021

MONTH-END DETAILS

Revenue:

In the month of February, we received \$25,392 for Coordination. We also received \$55,555.55 from Oregon Health Authority for Family Connects in the Pollywog Program. This was a retro payment for October through February. Pollywog also received the monthly payment of \$8,333 from IHN-CCO.

Expenditures:

We only had one reimbursement for Family Stability to Old Mill Center for \$2,694.01. All other expenses for February were the regular Salaries and Benefits for Coordination and Pollywog with minimal amounts for supplies.

Other Information:

We will receive \$11,111.11 on a monthly basis from Oregon Health Authority for Family Connects in the Pollywog Program.

February 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 the end of February 2021

	Budget	Current Month	YTD	Balance	% Rcvd
Resources					
Revenues					
Reimbursable Revenues	\$ -	\$ -	\$ -	\$ -	
Grant Resources					
Pollywog	\$ 411,673.89	\$ 63,888.88	\$ 333,569.22	\$ 78,104.67	81%
Pollywog - IHN-CCO Carryover	\$ 94,615.55	\$ -	\$ 94,615.55	\$ -	100%
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%
OCF Funds	\$ 84,000.00	\$ -	\$ 25,000.00	\$ 101,568.00	30%
Coordinated Enrollment	\$ 200,500.00	\$ -	\$ 21,500.00	\$ 59,000.00	11%
ECE Sector Planning	\$ 60,000.00	\$ -	\$ 60,000.00	\$ 179,000.00	100%
Dept. of Education - ELD - Coordination	\$ 609,408.00	\$ 25,392.00	\$ 507,840.00	\$ 101,568.00	83%
Reimbursement Grants					
Dept. of Education - Title IV-B2	\$ 171,911.88	\$ -	\$ 48,539.86	\$ 123,372.02	28%
Dept. of Education - School Readiness	\$ 243,589.13	\$ -	\$ 78,525.00	\$ 165,064.13	32%
Dept. of Education - Family Stability	\$ 71,674.37	\$ -	\$ 50,212.87	\$ 21,461.50	70%
Dept. of Education - Kindergarten Partnership & Innovation	\$ 535,591.00	\$ -	\$ 177,098.86	\$ 358,492.14	33%
Total All Resources	\$ 2,520,198.69	\$ 89,280.88	\$ 1,529,136.23	\$ 1,082,231.55	61%

	Budget	Current Month	YTD	Balance	% Used
Expenditures					
Reimbursable Expenditures	\$ -	\$ -	\$ -	\$ -	
Grant Expenditures					
Pollywog Program	\$ 506,289.44	\$ 14,923.60	\$ 375,363.71	\$ 130,925.73	74%
State Expenditures					
Coordination	\$ 991,142.87	\$ 32,699.99	\$ 686,064.80	\$ 305,078.07	69%
Reimbursement Grants					
Title IV - B2 Funds	\$ 171,911.88	\$ -	\$ 48,539.86	\$ 123,372.02	28%
School Readiness	\$ 243,589.13	\$ -	\$ 84,783.50	\$ 158,805.63	35%
Kindergarten Partnership & Innovation	\$ 535,591.00	\$ -	\$ 197,916.86	\$ 337,674.14	37%
Family Stability	\$ 71,674.37	\$ 2,694.01	\$ 55,660.53	\$ 16,013.84	78%
Total All Expenditures	\$ 2,520,198.69	\$ 50,317.60	\$ 1,448,329.26	\$ 1,071,869.43	57%
Ending Balance	\$ -				

Revenues
Other Resources (funds not located at LBCC)

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

Consent Items

March Meeting Minutes

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

MEETING COMMENCED	3:00pm March 4, 2021 Online via Zoom
MEETING CALLED BY	Julie Manning
WORK GROUP MEMBERS PRESENT	
STAFF MEMBERS PRESENT	Connie Adams, Kristi Collins, Matt Grams, Antonia Huerta, LeAnne Trask
VERSION	Draft
RECORDED	Yes

Agenda topics

ROLL CALL	Governing Board Members
DeAnn Brown, Jeff Davis, Tonja Everest, Laura Farmer, Stephany Koehne, Julie Manning, Lorena Reynolds, Bettina Schempf, Lauren Sigman, Paul Smith, Rebecka Weinstein	

DIRECTOR REPORT	Kristi Collins
Coordinated Enrollment – Kristi updated the board regarding the current status of coordinated enrollment.	
Staffing Update – Kristi shared information with the board about open positions within the Hub. The Child Care Accelerator and the Coordinated Enrollment positions are still open and accepting applications, while the Pollywog/Hub assistant position will close on March 15 th .	
Dolly Parton Imagination Library – Kristi stated that the publicity for the Hub's donation to the United Way has been positive and the public response has been very good. In addition to the article in the Gazette-Times, an interview request from the Barometer, OSU's student newspaper, was received. The Corvallis library reported that 201 children registered for the program in the first 24 hours.	
Legislative Update – Kristi reported on her work with other Hub director's and the Children's Institute to secure a lobbyist for the Hubs in Oregon.	
Ribbon Cutting – Kristi shared that she attended the ribbon cutting ceremony for the YMCA's new child care center in Albany. The Growing Leaders Early Learning Center opened in January, 2021, and is a Preschool Promise provider.	

FISCAL REPORT	Matt Grams
Matt presented the fiscal report for January, 2021.	

CONSENT ITEM				February Meeting Minutes											
The Board was asked to approve the minutes for the February, 2021 meeting.															
Motion: Tonja Everest															
2nd: Laura Farmer															
VOTING RESULTS				Individual Votes cast by Board Members (Yes, No, Abstain)											
Brown	Y	N	A	Gere	Y	N	A	Reynolds	Y	N	A	Weinsteiger	Y	N	A
Chase	Y	N	A	Hall	Y	N	A	Schempf	Y	N	A	Open	Y	N	A
Davis	Y	N	A	Koehne	Y	N	A	Sigman	Y	N	A	Open	Y	N	A
Dorgan	Y	N	A	Locey	Y	N	A	Smith	Y	N	A	Open	Y	N	A
Everest	Y	N	A	Manning	Y	N	A	Thielman	Y	N	A	Open	Y	N	A
Farmer	Y	N	A	Miller	Y	N	A	Waller	Y	N	A	Open	Y	N	A
Abstentions:															
The Board voted to approve the February meeting minutes.															

CONSENT ITEM				2019-2021 EL Hub Budget											
The Board was asked to approve the 2019-2021 EL Hub Budget.															
Motion: Bettina Schempf															
2nd: Laura Farmer															
VOTING RESULTS				Individual Votes cast by Board Members (Yes, No, Abstain)											
Brown	Y	N	A	Gere	Y	N	A	Reynolds	Y	N	A	Weinsteiger	Y	N	A
Chase	Y	N	A	Hall	Y	N	A	Schempf	Y	N	A	Open	Y	N	A
Davis	Y	N	A	Koehne	Y	N	A	Sigman	Y	N	A	Open	Y	N	A
Dorgan	Y	N	A	Locey	Y	N	A	Smith	Y	N	A	Open	Y	N	A
Everest	Y	N	A	Manning	Y	N	A	Thielman	Y	N	A	Open	Y	N	A
Farmer	Y	N	A	Miller	Y	N	A	Waller	Y	N	A	Open	Y	N	A
Abstentions: Jeff Davis, Bettina Schempf, Paul Smith															
The Board voted to approve the 2019-2021budget.															

DISCUSSION ITEM	Pollywog and Family Connects Updates
LeAnne Trask shared information and updated data regarding Pollywog and the Family Connects program rollout. This update included information about adding	

social determinants of health data to the Vistalogic database and the promotional materials and advertising work for Family Connects.

DEEPER DIVE	Theory of Change, Scope of Work, and EL Hubs
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<p>This board meeting included a conversation among board members about changes to the EL Hubs that are being discussed at the state level. The board agreed to continue this conversation with a revisit of the Raise Up Oregon documents to see what changes might be necessary due to COVID-19.</p>
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NEXT MEETING	April 1, 2021 Online via Zoom
MEETING ADJOURNED	3:30pm

Discussion Items

Pollywog Budget

Early Learning Hub of Linn, Benton & Lincoln Counties

Pollywog Program - Budget

Created on 4/16/2020 - Revised 3/29/2021

	7/1/2019- 6/30/2020	7/1/2020- 6/30/2021	Total
REVENUE			
IHN-CCO Expansion Grant	\$150,000.00	\$100,000.00	\$250,000.00
IHN-CCO Carry-over	\$94,615.55	\$0.00	\$94,615.55
Samaritan Grant	\$2,000.00	\$50,000.00	\$52,000.00
Oregon Community Foundation Grant	\$0.00	\$0.00	\$0.00
Early Learning Hub (Title IV-B2 Funds)	\$30,172.94	\$30,172.94	\$60,345.88
Early Learning Hub (School Readiness)	\$0.00	\$14,416.31	\$14,416.31
Oregon Department of Human Services	\$0.00	\$15,400.00	\$15,400.00
Oregon Health Authority (Family Connects)	\$0.00	\$100,000.00	\$100,000.00
Budget Carry-over from previous year	\$0.00	\$52,858.54	\$48,927.73
TOTAL REVENUE	\$276,788.49	\$362,847.79	\$639,636.28

EXPENSES

Personnel Costs:

Pollywog Coordinator - Salary	\$55,961.46	\$56,623.98	\$112,585.44
Pollywog Coordinator - Benefits	\$36,976.81	\$36,975.08	\$73,951.89
Pollywog Coordinator - Annuity	\$2,400.00	\$2,400.00	\$4,800.00
Pollywog Assistant - Salary	\$15,000.00	\$30,000.00	\$45,000.00
Pollywog Assistant - Benefits	\$3,600.00	\$14,000.00	\$17,600.00
Pollywog Community Alignment Sp - Salary	\$0.00	\$22,011.00	\$22,011.00
Pollywog Community Alignment Sp - Benefits	\$0.00	\$17,000.00	\$17,000.00
Bloggers - Personal Svc Contracts	\$600.00	\$1,200.00	\$1,800.00
TOTAL PERSONNEL COSTS	\$114,538.27	\$180,210.06	\$294,748.33

Materials & Supplies:

Presentation Materials	\$1,816.25	\$300.00	\$2,116.25
Outreach Materials	\$2,593.38	\$15,995.00	\$18,588.38
Meeting Expenses	\$207.70	\$0.00	\$207.70
Printing	\$1,105.34	\$4,000.00	\$5,105.34
Supplies & Materials	\$1,579.68	\$850.00	\$2,429.68
TOTAL MATERIALS & SUPPLIES	\$7,302.35	\$21,145.00	\$28,447.35

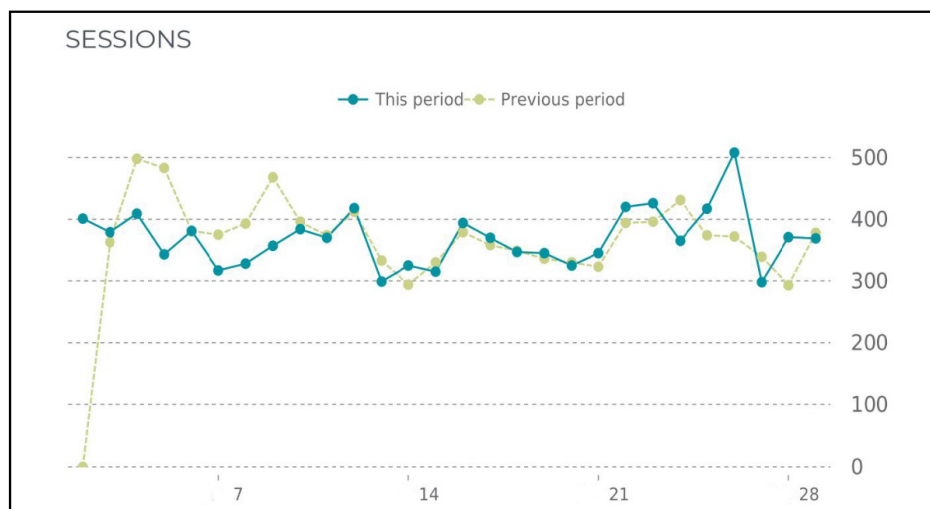
Media & Technology:

Remote Communication Technology	\$192.66	\$263.99	\$456.65
Database Maintenance Agreement	\$0.00	\$1,500.00	\$1,500.00
Website Maintenance Agreement	\$2,197.40	\$3,177.93	\$5,375.33
Database User Licenses	\$15,110.29	\$13,800.00	\$28,910.29

	7/1/2019- 6/30/2020	7/1/2020- 6/30/2021	Total
TOTAL MEDIA & TECHNOLOGY	\$17,500.35	\$18,741.92	\$36,242.27
Travel Costs:	\$3,772.62	\$200.00	\$3,972.62
Subcontract - Family Connections Consultants:	\$80,816.36	\$93,623.08	\$174,439.44
TOTAL EXPENSES	\$223,929.95	\$313,920.06	\$537,850.01
Carry-over rolled into next FY	\$52,858.54	\$48,927.73	
ENDING POLLYWOG BALANCE	\$0.00	\$48,927.73	\$48,927.73

POLLYWOG UPDATE**4/1/2021****ANALYTICS:**

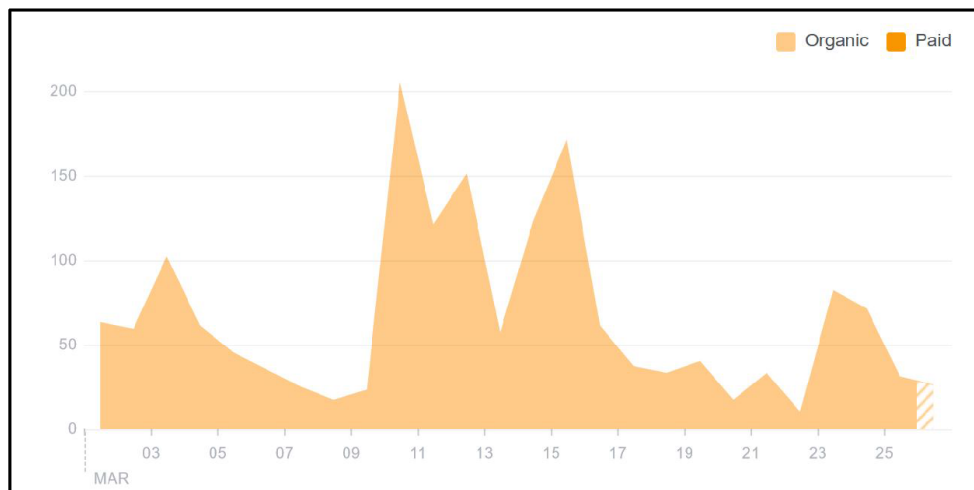
- There are currently 1,580 individuals (adults and children) in the Pollywog database: (not all have counties listed)
 - Linn County – 607
 - Lincoln County – 43
 - Benton County – 177
 - Multnomah – 3
 - Polk – 9
 - Lane - 6
 - Marion - 10
 - Deschutes - 1
 - Douglas - 1
- Currently there are 24 prenatal and 22 parenting education classes offered on the Pollywog website, with 4 taught in Spanish.
- All prenatal and parenting education classes continue to be offered remotely only, including Spring term classes which started on Monday, March 29. We are expecting all Summer term classes will remain remote also.
- There were 2,012 pageviews on the website in March.
- Website views in March looked like this:



POLLYWOG UPDATE

4/1/2021

- We are currently seeing between 300-500 people a day on the Pollywog website – an increase of 1.7% over February.
- The March Parent Newsletter was entitled "Home Visiting for All Families" and it talked about all of the home visiting programs available in our region, including Family Connects. Sent out to 571 recipients, and opened by 52.4%!! --That is an outstanding number!!
- The March Facebook Reach was very "spiky":



- Our highest reaching post was on March 10: 767 views, 19 comments, 17 shares:

Parenting Education Department
SCHEDULE OF CLASSES
SPRING TERM 2021

YOU ARE NOT ALONE. LBCC Parenting Education remains committed to you and your family during these challenging times when traditional classes aren't possible because of safety precautions. We offer two types of virtual classes:

Virtual Live & Learn Parent/Child Classes

Parent/Child classes are for parents/caregivers and their children to take part in together. These courses are "remote" learning courses available to anyone with access to an internet device with a camera and microphone. Classes will take place with a "live" instructor at the dates/times listed. They open the door to allow you to meet other parents/caregivers with children the same age. You will learn about: child development stages, build community, receive developmentally appropriate activities for you and your child to enjoy together and more. These classes are referred to as "Live and Learn Parent/Child Classes". Financial aid is available for these classes through the Parenting Education Tuition Grant Fund from monies raised during our annual fundraiser, Family Fun Day. The application for the Parenting Education Tuition Grant is built into the Registration form. Class meets for 12 weeks.

pollywog
Prepared parents. Healthy families.

POLLYWOG UPDATE

4/1/2021

- The Parent Voice Blogs are being published three weeks out of the month, in English and Spanish, and they are all being written by Hailey Cain.
- We are finally getting to the good part of hiring for our new Pollywog/Hub Assistant. We have three applicants, and are hoping that the Hiring Committee will be able to begin interviews on March 30.

LINCOLN COUNTY EXPANSION

- Our 3rd Quarter ended on March 31:
 - GOAL: 3 new Pollywog partners trained and ready to go this quarter
 - Children's Advocacy Center
 - Olalla Center
 - Benton County Health Department
 - Good Samaritan Regional Medical Center
 - GOAL: Continue looking for Outreach opportunities
 - GOAL: Cross-market all classes and workshops



Family Connects



FAMILY CONNECTS UPDATE

1 April 2021

ANALYTICS:

- We are currently running Family Connects posts on the EL Hub and the Pollywog Facebook pages, weekly.
- We are currently creating press releases for the media in each county, to be released the second week of April.
- We received a Family Connects brochure from the Oregon Health Authority, updated it for our region, and returned it the OHA for approval. We are hoping to begin printing during the first week of April, and then we will start distributing English and Spanish flyers out into the community.

PLANNING PHASE:

- We have a signed Memorandum of Understanding with Samaritan. We are the only region in the state that has been able to get this accomplished. (--As always, thank you to Julie Manning for her help with this!)
- We still need to complete:
 - Agreements with 9 medical insurance companies (counties)
 - Find a "Clinical Champion" to mentor us (counties)
 - Training for all Family Connects personnel
- We are planning a meeting with Healthy Families in the next couple of weeks to work out how we will be working together with them, and what our processes will be for passing families out of Family Connects and into the other home visiting programs.
- Benton County has changed their initial scaling plan because of budget issues. Until the county has agreements in place with the insurance companies, they will only be serving Oregon Health Plan participants in Benton County, which is about 29% of the births in their region. It's unfortunate, but the county simply can't afford to absorb that many unpaid visits.
- Linn and Lincoln Counties have decided to continue their plan to serve all of their county births while the contracting continues.



- Budgeting for this first year of visits is a huge problem for us at this point. The counties are struggling to project what their costs will be, and new items keep appearing from the OHA: licensing fees for using the Family Connects Intl. database (SalesForce), consultation fees to FCI, and covering the cost of Connie and part of my .fte. It feels like we are guessing a little bit, and yet this is the amount that we are using to calculate the rate that they are asking the insurance companies for, per visit. We need to get this right!
- We have created a marketing gift to be given out to families as they are leaving the hospital after their child's birth, much as we do with Pollywog. We have opted for a hooded bath towel—baby-sized—with the Family Connects Oregon logo on the hood. We will be handing these out for the first year, while we have OHA funding to cover the cost.

TIMELINE:

- Family Connects International and the Oregon Health Authority have changed their minds again, and we are now being green-lighted for a May 1 roll-out. We met with the three Health Departments and the OHA at the end of March, and rung a commitment out of all parties, and I finally feel like we have a solid start date.
- The EL Hub in Marion County was also attempting to start on May 1, but they are running into issues with their insurance contracting because they have called their roll-out a "pilot" and only starting with one hospital, and the commercial insurers are refusing a fund a "pilot". It looks like we will be starting by ourselves on May 1.
- Washington County is planning to roll-out in July.

Coordinated Enrollment

Provider	Total Slots Awarded	Available Slots	Received Conversion Applications	New Application	Waiting for Documentation	Eligible	Non-Eligible	In-Active or Waitlist Applicants	Slots to be filled	Percentage Filled
Awesome Blossom Child Care, LLC	8	6	2			2			6	25.00%
	9	2	7	3	3	4		3	5	44.44%
	4	1	2	1		3			1	75.00%
Cubby Preschool	9	0	8	3		9	2		0	100.00%
	10	1	4	6	3	6	1		4	60.00%
	11	0	5	7		11	1		0	100.00%
Hey Diddle Diddle Learning Center Inc	40	19	6	19	7	14	3	1	26	35.00%
Mid-Willamette Family Ymca	4	2	3		1	1	1		3	25.00%
Mommy Daycare: Just Like Home Childcare	6	5	1	1		1	1		5	16.67%
Nana's Daycare	7	0	4	4	1	6		1	1	85.71%
North Albany Learning Center	18	0	22	5		18	1	8	0	100.00%
Old Mill Center For Children And Families, Inc.	18	7	7	8		11	2	2	7	61.11%
Samaritan Early Learning Center	18	1	17		5	12			6	66.67%
Strengthening Rural Families-Alsea Pups	15	2		14	4	9		1	6	60.00%
Sunrise Elementary School	9	6	4		1	2		1	7	22.22%
Taft Early Learning Center	15	0	7	11	2	13	1	2	2	86.67%
Waverly Elementary School	9	8	1		1				9	0.00%
Wee Irish	18	11	5	4	4	3		2	15	16.67%
Yachats Youth And Family Program, Inc	228	79	106	90	32	125	13	26	103	54.82%
Total			46.49%	39.47%	14.04%	54.82%	5.70%		45.18%	
*Updated as of: 03/25/21 12:45PM										
Please note that this is a live document with information changing by the hour or even the minute.										
If you would like very program/applicant specific information please send an email requesting information to: Brachoc@lincolntonet.edu										