



Early Learning Hub

of Linn, Benton & Lincoln Counties

Governing Board Packet October, 2021

Governing Board
Early Learning Hub
October 7, 2021
lblearlylearninghub.org

Packet Overview

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

1. Agenda
2. Fiscal Report – August financials and financial narrative are included.
3. Consent Items – September Meeting Minutes
4. Discussion Items
 - a. 2019-2021 Fiscal Closeout – Approval Needed
 - b. 21/22 Fiscal Year Budget – Approval Needed
 - c. Board Member Resignation & remaining Board Vacancies – Informational
 - d. Board Member Application – Approval Needed
 - e. DOC's & Conflict of Interest Statements – Informational
 - f. Program Updates - Informational
 - i. Pollywog Update, LeAnne Trask
 - ii. Family Connects Update, Connie Adams
 - iii. Coordinated Enrollment Update, Antonia Huerta, Carmen Santacruz & Kelly Schell

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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

TBD
Department of Human Services

Jeff Davis
Linn-Benton Community College

Sarah Dorgan
Citizens Bank

Barbara Dougherty
Samaritan Early Learning Center

Dina Budge
Community Services Consortium

Torja Everest
Linn Benton Lincoln
Education Service District

Laura Farmer
Parent

Susan Halliday
Philomath School District

Lola Jones
Samaritan House

Stephany Koehne
Kids & Company of Linn County

Kelly Locey
Benton County Health Department

Todd Miller
Santiam Canyon School District

Chris Reese
Mid-Willamette Family YMCA

Lorena Reynolds
The Reynolds Law Firm, PC

Bettina Schempf
Old Mill Center

Lauren Sigman
Lincoln County School District

Paul Smith
Strengthening Rural Families

Rich Waller
Landmark Professional Mortgage
Company

Lynnette Wynkoop
Child Care Resource & Referral



October 7th, 2021
2:00 – 4:00 PM

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. September Meeting Minutes
- V. Discussion Items
 - a. 2019-2021 Fiscal Closeout – Approval Needed
 - b. 21/22 FY Budget – Approval Needed
 - c. Board Member Resignation & remaining Board Vacancies – Informational
 - d. DOC's & Conflict of Interest Statements - Informational
 - e. Program Updates – Informational
 - i. Pollywog Update, LeAnne Trask
 - ii. Family Connects Update, Connie Adams
 - iii. Coordinated Enrollment Update, Antonia Huerta & Matt Grams – Informational
- VI. Public Comment
- VII. Next Meeting – November 4th, 2021 – Board Meeting Via Zoom
- VIII. 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

August Financial Narratives



Early Learning Hub
of Linn, Benton & Lincoln Counties

Finance

August 2021

MONTH-END DETAILS

Revenue:

In the month of August, we received \$8,333.33 for Pollywog.

Expenditures:

The only expenditures were wages, benefits and minimal supplies.

Other Information:

With the end of the funding period being September 30th, there is \$30,618.87 in School Readiness that will be carried over to Coordination October 1st.

August Financial Summary

Early Learning Hub of Linn, Benton & Lincoln Counties

Early Learning Hub - 2-Year Budget (7/1/21 - 6/30/23)

Governing Board Summary Financial Update as of the end of August 2021

	Budget	Current Month	YTD	Balance	% Rcvd
Revenues					
Grant Resources					
Pollywog	\$ 250,000.00	\$ 8,333.33	\$ 16,666.66	\$ 233,333.34	7%
Pollywog - IHN-CCO Carryover	\$ 15,313.34		\$ 15,313.34	\$ -	100%
Family Connects	\$ 200,000.00			\$ 200,000.00	
State Resources					
Coordination					
Dept. of Education - ELD - Coordination (carry-over)	\$ 168,287.79		\$ 168,287.79	\$ -	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	\$ 719,306.00		\$ -	\$ 719,306.00	0%
Coordinated Enrollment	\$ 428,892.38			\$ 428,892.38	0%
Reimbursement Grants					
Dept. of Education - Title IV -B2	\$ 200,374.00		\$ -	\$ 200,374.00	0%
Dept. of Education - Kindergarten Partnership & Innovation	\$ 604,173.00		\$ -	\$ 604,173.00	0%
Total All Resources	\$ 2,598,581.38	\$ 8,333.33	\$ 212,502.66	\$ 2,386,078.72	8%

	Budget	Current Month	YTD	Balance	% Used
Expenditures					
Grant Expenditures					
Pollywog Program	\$ 265,313.34	\$ 10,610.02	\$ 23,656.57	\$ 241,656.77	9%
Family Connects	\$ 200,000.00	\$ 7,986.19	\$ 17,160.88	\$ 182,839.12	9%
State Expenditures					
Coordination	\$ 1,328,721.04	\$ 30,574.63	\$ 63,163.82	\$ 1,265,557.22	5%
Reimbursement Grants					
Title IV -B2 Funds	\$ 200,374.00	\$ -	\$ -	\$ 200,374.00	0%
Kindergarten Partnership & Innovation	\$ 604,173.00	\$ -	\$ -	\$ 604,173.00	0%
Total All Expenditures	\$ 2,598,581.38	\$ 49,170.84	\$ 103,981.27	\$ 2,494,600.11	4%

Ending Balance \$ 0.00

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%
Identity Project					

Consent Items

September Meeting Minutes

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

MEETING COMMENCED	2:00pm September 2, 2021 Online via Zoom
MEETING CALLED BY	Julie Manning
WORK GROUP MEMBERS PRESENT	
STAFF MEMBERS PRESENT	Connie Adams, Kristi Collins, Matt Grams, Antonia Huerta, Sam Rounsavell, LeAnne Trask
VERSION	Draft
RECORDED	Yes

Agenda topics

ROLL CALL	Board Members were asked to introduce themselves DeAnn Brown, Jeff Davis, Sarah Dorgan, Barbara Dougherty, Dina Eldridge, Tonja Everest, Laura Farmer, Claire Hall, Lola Jones, Stephanie Koehne, Julie Manning, Chris Reese, Lorena Reynolds, Bettina Schempf, Paul Smith, Rich Waller, Lynette Wynkoop														
CONSENT ITEMS	July Meeting Minutes The Board was asked to approve the July 2021 meeting minutes. Motion: Bettina Schempf 2 nd : Claire Hall														
Brown	Y	N	A	Hall	Y	N	A	Reese	Y	N	A	Open	Y	N	A
Davis	Y	N	A	Halliday	Y	N	A	Reynolds	Y	N	A	Open	Y	N	A
Dorgan	Y	N	A	Jones	Y	N	A	Schempf	Y	N	A	Open	Y	N	A
Dougherty	Y	N	A	Koehne	Y	N	A	Sigman	Y	N	A	Open	Y	N	A
Eldridge	Y	N	A	Locey	Y	N	A	Smith	Y	N	A	Open	Y	N	A
Everest	Y	N	A	Manning	Y	N	A	Waller	Y	N	A				
Farmer	Y	N	A	Miller	Y	N	A	Wynkoop	Y	N	A				
VOTING RESULTS	Individual Votes cast by Board Members (Yes, No, Abstain) Abstentions: Koehne, Reynolds, Waller The Board voted to approve the July Meeting Minutes.														

DISCUSSION ITEM 21/22 Fiscal Year Budget

Kristi shared that the Coordinated Enrollment contract has been fully executed with LBCC for this year and we are still closing out the previous biennium for the Coordination expenditures. The figures listed are the most current estimate we have at this time. We hope to finalize this section by the end of today and will be working with the LBCC business office next week. We will bring a closeout of the 19-21 biennium budget and a final draft of the 21/22 budget to next month's board meeting. For the final 21/22 budget, we are waiting on information from the Early Learning Division about reinstated funds. Everything is on track with funding from the previous biennium. KPI funding will be reduced by the Early Learning Division. School Readiness funds will not be reinstated, but those funds will be going into Coordination for maximum flexibility.

Expenditures include salaries for all positions including for vacant positions. Therefore, personnel costs will be reduced for each month those positions remain vacant.

Kristi discussed the Program Assistant 3 position. There has been a change from the Early Learning Division in our scope of work that will require specific skills, positions, and levels of fte in our staffing structure. It may be an advantage to leave this position vacant until it can be updated to meet these new requirements.

The board asked about the Child Care Accelerator position. It is a position that will be funded by a mix of grant and Early Learning Hub funds. Are the funds for this position reflected in the budget? Kristi affirmed, that yes, those funds are in our budget. She also shared that there have been discussions between the Early Learning Hub and the Child Care Resource and Referral center that the position title does not seem to be attracting the type of candidate we are searching for. It may be helpful to change the title to something that better reflects the position description such as Business Liaison. We haven't formally discussed that change yet.

The board asked if we were open to promoting candidates from within, and Kristi responded that yes, this is our usual practice. The Program Assistant 3 position has specific requirements for leadership in our Data & Evaluation workgroup as well as publishing the Databook in each biennium. We will be looking externally for these special skills.

The Coordinated Enrollment allocation this year was an increase from our previous allocation. With the new funds, we were approved to hire two new Coordinated Enrollment Specialists. Both are bilingual, and one is certified as a traditional health worker. Two of our Coordinated Enrollment Specialists will be .75fte Coordinated Enrollment and .25fte Parent Engagement. The third Coordinated Enrollment Specialist will be .5fte Coordinated Enrollment and .5fte working with Pollywog for Preschool Promise families in the Traditional Health Worker role.

With the expansion of Preschool Promise, this sets us up to have the staffing onboard to be prepared for the expansion in year 2 of the biennium. This is a very good opportunity for our team moving forward.

CONSENT ITEMS		21/22 Fiscal Year Budget													
The Board was asked to approve the 21/22 Fiscal Year Budget.															
Motion: Bettina Schempf															
2 nd : Lola Jones															
Brown	Y	N	A	Hall	Y	N	A	Reese	Y	N	A	Open	Y	N	A
Davis	Y	N	A	Halliday	Y	N	A	Reynolds	Y	N	A	Open	Y	N	A
Dorgan	Y	N	A	Jones	Y	N	A	Schempf	Y	N	A	Open	Y	N	A
Dougherty	Y	N	A	Koehne	Y	N	A	Sigman	Y	N	A	Open	Y	N	A
Eldridge	Y	N	A	Locey	Y	N	A	Smith	Y	N	A	Open	Y	N	A
Everest	Y	N	A	Manning	Y	N	A	Waller	Y	N	A				
Farmer	Y	N	A	Miller	Y	N	A	Wynkoop	Y	N	A				
VOTING RESULTS		Individual Votes cast by Board Members (Yes, No, Abstain)													
Abstentions: Davis															
The Board voted to approve the 21/22 Fiscal Year Budget.															

FISCAL REPORT		Matt Grams													
Matt presented the revenue, expenditures, and miscellaneous reports for June and July 2021.															

DISCUSSION ITEM		Coordinated Care Organizations Kindergarten Readiness Metric													
<p>Julie shared about the 2022 CCO Incentive measures that will be implemented in January 2022. These may impact the work of the Health Integration Committee as well as offer this board opportunities to support activities to help our region achieve the targets in the early learning related metrics. IHN-CCO helps to support these early learning targets. Julie offered to come back to the board with specific targets if that is of interest, and the board expressed interest. Early Learning can work together and collaborate with health systems on these measures.</p> <p>Health aspects of Kindergarten Readiness. Social and emotional health services are being determined. This will be a list that the board will want to remain aware of. Metric data more information about that tool will be available in January. An OHA CCO liaison will be available to answer questions. The quality & metrics committee will be creating the metrics</p> <p>The board discussed that often it is difficult to capture the work and in the electronic health record, and unless it is it cannot be counted toward these metrics. Social service, childcare, human service, housing, and other providers often have information relevant to these metrics but if it is not in the health record it is not typically counted toward the quality metrics. There is a need to find HIPPA compliant collaboration, so everyone, not just healthcare works, can record the</p>															

work that has been done. The CCO has several workgroups on this collaboration issue that are starting to gain some traction on how this work can be done.

The board suggested that there should be some awareness that there will need to be capacity built in order for these measures to be implemented.

The board asked about the Initiation and Engagement of Alcohol – how does this initiation and engagement happen? Is that related to the age of the child? There is a possible crossover with Nurture Oregon for metric gathering.

DISCUSSION ITEM	Board Member Resignation and remaining Board Vacancies
<p>Kristi shared that Rebecca Weinstein from DevNW has resigned. There is now a vacancy for the Benton County Housing position.</p> <p>Board members are encouraged to reach out to any potential board members they may be aware of. The board application packet is available on Basecamp.</p> <p>Regarding the vacant Parent Voice position, any board members working directly with families, can recommend a parent for the board, and be that parent's mentor or board contact person. Having someone they know or a mentor on the board, contributes to a parent's success. Please reach out to Kristi with any nominees or suggestions. Parent board representatives do receive a stipend. It was noted that even when the board returns to in-person meetings, a virtual participation option is available.</p> <p>The board asked, what would be an ideal Housing position candidate? Any form of housing work is acceptable. The issue of housing being a social determinate of health was a catalyst for this board to add that position, so someone with that perspective would be appreciated. Some examples listed were non-profit, or working in a local municipality housing dept,</p> <p>Please speak to Kristi about your candidate before sending the board interest form out to them.</p>	

DISCUSSION ITEM	Declaration of Cooperation (DOC) and Conflict of Interest Statements
<p>These forms are required for Board Members each biennium. The declaration of cooperation acknowledges that the agency each board member represents supports the mission of the Early Learning Hub of Linn, Benton & Lincoln Counties and has a shared responsibility to improving educational and other health and social outcomes for young children throughout our region. The conflict of interest statement is intended to give guidance on the disclosure of conflicts. In this statement, a board member acknowledges any Early Learning funds you have received and any conflict of interest such as receiving funds. We are in the timeframe for renewing these statements for all members.</p> <p>Documents will be posted to basecamp for members to read, sign and return. Please return them, if possible, before the November board meeting. If you cannot return them by then, please discuss with that Kristi.</p>	

DISCUSSION ITEM	Pollywog Update
Leanne shared the highlights of the Pollywog data and analytics.	
Many Live & Learn and Preschool classes are returning to in-person learning.	
Pollywog's blog posts have a lot of interest and draws in many viewers. Prenatal classes are referencing previous Pollywog blog posts.	
Pollywog attended an in-person WIC tabling event for World Breastfeeding Week.	
LeAnne spoke at a Partners for Health Summit and discussed Pollywog and Family Connects.	
Good News! All three of the family facing Family Connections staff have completed Traditional Health worker training. We are working with the IHN-CCO to set up a system so the Traditional Health workers can draw funding for their work with OHP clients.	

DISCUSSION ITEM	Family Connects Update
Connie shared Family Connects highlights. The nurse picture announcements on Facebook are getting a good response. Our ongoing work is Community Alignment and Operational Processes. Community Alignment is continuing and Connie is always willing to meet and bring on new partners. Operational processes are continuing to be developed.	
Connie shared the Family Connects data. The completion rate and population reach continue to increase.	
The board asked about program funding. The initial funding was directed at OHP members. Is that still the care or are there broader insurance agreements? Connie explained that currently, each county has a different plan. Lincoln county is serving all families. Benton is serving OHP members that deliver at Good Samaritan Hospital. Linn county is serving all families that deliver at the Albany hospital. Lebanon hospital is still a potential adopter. There have been no new updates from OHA on insurance agreements. The first Family Connects visit is at about three weeks, with the next two visits happening within the next three months.	

DISCUSSION ITEM	Coordinated Enrollment Update
Antonia shared that in the last 2 months we have received 147 applications and have processed and placed 86 children with different preschool providers. The electronic application has been very successful. Several preschool programs are full or almost full.	
The legislature is continuing to make significant investments in this program. Kristi shared that we will be making an update to our sector plans this month. There will be \$38 Million in expansion funds for Preschool Promise, but a report on where the slots will go must be completed before funds are released. RFA from the Early Learning Division and HUB sector plan revisions are happening almost simultaneously to provide that input.	
The board mentioned that unfunded requirements from the legislature put the program at risk. That feedback will be carried to the Early Learning Division.	



DISCUSSION ITEM	Jumpstart Read for the Record
<p>Kristi explained that Jumpstart Read for the Record is an initiative that we have supported since becoming an Early Learning Hub. It is an international initiative that promotes early literacy. It's an attempt to break the world record for the most children reading or being read to, the same book on the same day. The hope is that the early learning providers in our region will participate by reading this book in their classrooms and daycare settings. We provide the book in English or Spanish as needed, and they read and then send us back their data on how many children participated in their agency. We send regional data back to Jumpstart on how many children participated.</p>	
<p>Sam shared that in 2020, we helped 52 agencies read to over 5400 children. So far for 2021, we are providing 35 agencies books to read to over 1200 students! We would like to help local agencies and classrooms participate, by providing a free book in English or Spanish. Read for the Record day is October 28th this year. If board members know of an agency or classroom that would like to participate, encourage them to contact us today – elhub@linnbenton.edu</p>	

DIRECTOR'S REPORT	LBL Hub Updates
<p>Kristi shared that LBCC is reopening to in-person on Sept 7th. We are moving into our new office on October 8th and 9th and staff will be back in the office soon after.</p>	
<p>In our last meeting, Kristi mentioned that she had been asked by the Early Learning Division and the Build initiative to represent Early Learning Hubs on a podcast along with our Early Learning Hub manager, Denise Swanson. That podcast has been published this week. The live link will be posted to Basecamp for board members. We are working with Build on ideas for marketing and sharing this podcast.</p>	

NEXT MEETING	2:00 pm October 7, 2021 Online via Zoom
MEETING ADJOURNED	3:40pm

Discussion Items

2019-2021 Fiscal Closeout

Early Learning Hub of Linn, Benton & Lincoln Counties

Early Learning Hub - 2-Year Budget (7/1/19 - 6/30/21)

Financial Summary Update as of :

June 2021	Budget	YTD	Balance	% Rcvd
Resources				
Revenues				
Reimbursables		\$ -	\$ -	0%
Grant Resources				
Pollywog	\$ 353,999.38	\$ 353,999.38	\$ -	100%
Family Connects	\$ 100,000.00	\$ 99,999.99	\$ 0.01	100%
Pollywog - IHN-CCO Carryover	\$ 94,615.55	\$ 94,615.55	\$ -	100%
Local Resources				
System of Care	\$ 91,013.85	\$ 91,013.85	\$ -	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%
Dept. of Education - ELD - Coordination	\$ 609,408.00	\$ 609,408.00	\$ -	100%
OCF Funds	\$ 84,000.00	\$ 84,000.00	\$ -	100%
Coordinated Enrollment	\$ 200,500.00	\$ 200,500.00	\$ -	100%
ECE Sector Planning	\$ 60,000.00	\$ 60,000.00	\$ -	100%
Reimbursement Grants				
Dept. of Education - School Readiness	\$ 243,589.13	\$ 243,589.13	\$ -	100%
Dept. of Education - Title IV-B2	\$ 171,911.88	\$ 171,911.88	\$ -	100%
Dept. of Education - Family Stability	\$ 71,674.37	\$ 71,674.37	\$ -	100%
Dept. of Education - Kindergarten Partnership & Innovation	\$ 535,591.00	\$ 535,591.00	\$ -	100%
Kindergarten Partnership & Innovation - Summer	\$ 51,240.00	\$ 51,240.00	\$ -	100%
Total All Resources	\$ 2,704,778.03	\$ 2,704,778.02	\$ 0.01	100%
Expenditures				
Coordination (863)				
Personnel Costs				
Employee Salary	\$ 426,922.74	\$ 426,922.74	\$ -	100%
Employee Benefits	\$ 256,774.08	\$ 256,774.08	\$ -	100%
Total Personnel Costs	\$ 683,696.88	\$ 683,696.88	\$ -	100%
Family Engagement				
Parent Stipends	\$ 166.33	\$ 166.33	\$ -	100%
Reading Initiative	\$ 2,473.33	\$ 2,473.33	\$ -	100%
Total Family Engagement Cost	\$ 2,639.66	\$ 2,639.66	\$ -	100%
Supplies & Materials Totals				
Equipment	\$ 6,114.76	\$ 6,114.76	\$ -	100%
Meeting Expenses	\$ 1,514.14	\$ 1,514.14	\$ -	100%
Supplies & Materials	\$ 38,017.47	\$ 38,017.47	\$ -	100%
Vroom Branded Materials	\$ 379.75	\$ 379.75	\$ -	100%
Remote Communication Technology	\$ 10,939.51	\$ 10,939.51	\$ -	100%
Total Supplies & Materials Cost	\$ 56,965.63	\$ 56,965.63	\$ -	100%
Sub-Contracts (Coordination Funds)				
Lyndi Petty, Epidemiologist	\$ 2,500.00	\$ 2,500.00	\$ -	100%
Katy Berns, Epidemiologist	\$ 2,500.00	\$ 2,500.00	\$ -	100%
OCF Funds Partner Expenses	\$ 25,000.00	\$ -	\$ 25,000.00	0%
Old Mill Center - Parent Cafes	\$ -	\$ 1,400.00	\$ (1,400.00)	
Family Tree Relief Nursery - Parent Cafes	\$ 1,600.00	\$ -	\$ 1,600.00	0%

Strengthening Rural Families - Parent Cafes	\$ 400.00	\$ -	\$ 400.00	0%
Samaritan House - Parent Cafes	\$ 2,000.00	\$ 1,600.00	\$ 400.00	80%
Total Sub-Contract Cost	\$ 35,608.79	\$ 8,000.00	\$ 27,608.79	22%
Travel Cost	\$ 4,284.85	\$ 4,284.85	\$ -	100%
Unallocated Funds (Projects TBD)	\$ 154,522.66	\$ -	\$ 154,522.66	0%
Administrative Cost				
Indirect to LBCC, 8% of Coordination Funds	\$ 55,033.19	\$ 55,033.19	\$ -	100%
Total Coordination	\$ 991,142.87	\$ 810,620.21	\$ 180,522.66	82%
Pollywog (857)				
Personnel	\$ 386,923.37	\$ 386,923.37	\$ -	100%
Materials & Supplies	\$ 11,586.58	\$ 11,586.58	\$ 0.00	100%
Media & Technology	\$ 46,007.35	\$ 30,693.46	\$ 15,313.89	67%
Meeting Expenses	\$ 207.70	\$ 207.70	\$ -	100%
Travel	\$ 3,889.93	\$ 3,889.93	\$ -	100%
Total Pollywog Cost	\$ 448,614.93	\$ 433,301.04	\$ 15,313.89	97%
Family Connects (877)				
Personnel	\$ 55,423.00	\$ 54,684.66	\$ 738.34	99%
Services and Supplies (Total)	\$ 44,577.00	\$ 45,315.34	\$ (738.34)	102%
Total Family Connects Cost	\$ 100,000.00	\$ 100,000.00	\$ -	100%
Reimbursement Grants				
Title IV-B2 Funds (873)				
Greater Albany Public Schools	\$ 71,954.00	\$ 38,135.62	\$ 33,818.38	53%
Family Tree Relief Nursery	\$ 33,000.00	\$ 49,980.00	\$ (16,980.00)	151%
Old Mill Center	\$ -	\$ 16,094.66	\$ (16,094.66)	
Pollywog	\$ 60,345.88	\$ 61,089.60	\$ (743.72)	101%
Indirect to LBCC, 4% of Title IV Funds	\$ 6,612.00	\$ 6,612.00	\$ -	100%
Total Title IV-B2 Cost	\$ 171,911.88	\$ 171,911.88	\$ -	100%
School Readiness Funds (874)				
Benton County Health Department	\$ 19,908.00	\$ 19,908.00	\$ -	100%
CCR&R Lincoln County Cohort	\$ 28,350.00	\$ 25,928.08	\$ 2,421.92	91%
CCR&R Provider Training	\$ 12,000.00	\$ 10,587.47	\$ 1,412.53	88%
PSN Parenting Education	\$ 7,290.00	\$ -	\$ 7,290.00	0%
Lincoln County School District	\$ 48,656.00	\$ 44,427.12	\$ 4,228.88	91%
Strengthening Rural Families	\$ 48,600.00	\$ 49,097.66	\$ (497.66)	101%
United Way (Dolly Parton Library)	\$ 55,000.00	\$ 68,900.00	\$ (13,900.00)	125%
Pollywog	\$ 14,416.31	\$ 15,371.99	\$ (955.68)	107%
Indirect to LBCC, 4% of School Readiness Funds	\$ 9,368.82	\$ 9,368.81	\$ 0.01	100%
School Readiness Cost	\$ 243,589.13	\$ 243,589.13	\$ -	100%
Kindergarten Partnership & Innovation (875)				
Alea SD (#KPI - 001)	\$ 25,696.00	\$ 37,942.35	\$ (12,246.35)	148%
Central Linn SD (#KPI - 002)	\$ 7,085.56	\$ 7,085.56	\$ -	100%
Corvallis SD (#KPI - 003)	\$ 64,176.00	\$ 32,088.00	\$ 32,088.00	50%
Greater Albany Public Schools (#KPI - 004)	\$ 80,862.00	\$ 80,867.33	\$ (5.33)	100%
Harrisburg SD (#KPI - 005)	\$ 29,546.00	\$ 8,722.27	\$ 20,823.73	30%
Lebanon SD - Boys & Girls Club (#KPI - 006)	\$ 48,984.00	\$ 37,480.02	\$ 11,503.98	77%
Lincoln County SD (#KPI - 007)	\$ 59,390.00	\$ 66,675.82	\$ (7,285.82)	112%
Monroe SD (#KPI - 008)	\$ 27,104.00	\$ 13,409.00	\$ 13,695.00	49%
Philomath SD (#KPI - 009)	\$ 33,773.00	\$ 62,706.26	\$ (28,933.26)	186%
Santiam Canyon SD (#KPI - 010)	\$ 71,748.79	\$ 76,718.28	\$ (4,969.49)	107%
Scio SD (#KPI - 011)	\$ 28,834.00	\$ 29,806.84	\$ (972.84)	103%
Sweet Home SD - Boy & Girls Club (#KPI - 012)	\$ 37,792.00	\$ 14,712.43	\$ 23,079.57	39%
Grant Management		\$ 26,886.45	\$ (26,886.45)	
Indirect to LBCC, 4% of KPI Funds	\$ 20,599.65	\$ 40,490.39	\$ (19,890.74)	197%
Total Kindergarten Partnership & Innovation Cost	\$ 535,591.00	\$ 535,591.00	\$ -	100%
Kindergarten Partnership & Innovation - Summer(875)				

Corvallis SD	\$ 3,600.00		\$ 3,600.00	0%
Greater Albany Public School	\$ 11,128.00	\$ 10,686.50	\$ 441.50	96%
Monroe SD	\$ 1,000.00		\$ 1,000.00	0%
Philomath SD	\$ 3,500.00		\$ 3,500.00	0%
Pioneer School - Lebanon	\$ 800.00		\$ 800.00	0%
Scio SD	\$ 4,000.00	\$ 1,869.33	\$ 2,130.67	47%
Grant Management	\$ 2,560.00	\$ 5,048.38	\$ (2,488.38)	197%
Heidi McGowan	\$ 17,968.52	\$ 30,000.00	\$ (12,031.48)	167%
Indirect to LBCC, 5% of KPI Funds	\$ 2,227.83	\$ 2,380.21	\$ (152.38)	107%
Indirect for Partners 10%	\$ 4,455.65	\$ 1,255.58	\$ 3,200.07	28%
Total Kindergarten Partnership & Innovation Cost (Summer)	\$ 51,240.00	\$ 51,240.00	\$ -	100%
Family Stability Funds (860)				
Old Mill Center	\$ 68,917.66	\$ 68,917.66	\$ -	100%
Indirect to LBCC, 4% of Family Stability Funds	\$ 2,756.71	\$ 2,756.71	\$ -	100%
Total Family Stability Cost	\$ 71,674.37	\$ 71,674.37	\$ -	100%
System of Care (SOC)				
Personnel	\$ 86,501.24	\$ 86,501.24	\$ -	100%
Travel	\$ 2,676.29	\$ 2,676.29	\$ -	100%
Supplies and Materials	\$ 1,836.32	\$ 1,836.32	\$ -	100%
Total System of Care Cost	\$ 91,013.85	\$ 91,013.85	\$ -	100%
Total Reimbursement Grants	\$ 1,165,020.23	\$ 1,165,020.24	\$ -	100%
Total All Expenditures	\$ 2,704,778.03	\$ 2,508,941.49	\$ 195,836.55	
Ending Balance	\$ -	\$ 195,836.53		

Revenues
Other Resources (funds not located at LBCC)

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

21/22 Fiscal Year Budget

Early Learning Hub of Linn, Benton, & Lincoln Counties Early Learning Hub - 2021 - 2022 Budget

Revised 10/01/21

Resources	<u>July 1, 2021 to September 30, 2021</u>	<u>October 1, 2021 to June 30, 2022</u>	<u>2021-2022 Annual Totals</u>
Revenues			
State Resources			
Coordination Carry-Over	\$ 45,130.67	\$ 135,391.99	\$ 180,522.66
School Readiness carry-over into Coordination		\$ 30,618.87	\$ 30,618.87
Dept. of Education - ELD - Coordination	\$ 76,176.00	\$ 295,398.00	\$ 371,574.00
Coordinated Enrollment	\$ 53,611.55	\$ 160,834.64	\$ 214,446.19
Reimbursement Grants			
Dept. of Education - Kindergarten Partnership & Innovation	\$ 56,306.75	\$ 168,920.25	\$ 225,227.00
Kindergarten Partnership & Innovation - (Summer Only)	\$ 220,668.00	\$ 172,584.43	\$ 393,252.43
Title IV-B2 (Family Support)	\$ 30,618.75	\$ 89,867.14	\$ 120,485.89
Total Resources	\$ 536,340.19	\$ 1,215,100.74	\$ 1,751,440.93
Expenditures			
Coordination			
<u>Personnel Costs</u>			
Employee Salary	\$ 53,415.04	\$ 181,755.24	\$ 235,170.28
Employee Benefits	\$ 36,557.83	\$ 124,348.34	\$ 160,906.17
Total Employee Costs	\$ 89,972.88	\$ 306,103.58	\$ 396,076.45
<u>Supplies & Materials</u>			
Equipment		\$ 1,500.00	\$ 1,500.00
Meeting Expenses		\$ 750.00	\$ 750.00
Supplies	\$ 5,000.00	\$ 15,000.00	\$ 20,000.00
Remote Communication Technology	\$ 1,000.00	\$ 4,000.00	\$ 5,000.00
Total Supplies & Materials Cost	\$ 6,000.00	\$ 21,250.00	\$ 27,250.00
<u>Travel Cost</u>	\$ 1,000.00	\$ 3,000.00	\$ 4,000.00
<u>Unallocated Funds and/or Carryover</u>	\$ 11,376.90	\$ 84,963.17	\$ 96,340.07
Coordinated Enrollment			
<u>Personnel Costs</u>			
Employee Salary	\$ 29,109.43	\$ 86,044.60	\$ 115,154.03
Employee Benefits	\$ 22,935.86	\$ 70,091.25	\$ 93,027.11
Total Employee Costs	\$ 52,045.29	\$ 156,135.85	\$ 208,181.14
Materials & Supplies	\$ 1,566.26	\$ 4,698.79	\$ 6,265.05
Total Coordinated Enrollment Expenditures	\$ 53,611.55	\$ 160,834.64	\$ 214,446.19
Ending Coordinated Enrollment Balance	\$ -	\$ -	\$ -
<u>Administrative Cost</u>			
Indirect to LBCC, 8% of Coordination Funds	\$ 12,956.91	\$ 46,092.11	\$ 59,049.02
Total Coordination Expenditures	\$ 174,918.22	\$ 622,243.50	\$ 797,161.72
Ending Coordination Balance	\$ -	\$ -	\$ -
<u>Title IV-B2 Funds (873)</u>			
Contracts TBD	\$ 29,441.11	\$ 86,410.71	\$ 115,851.82
Indirect to LBCC, 4% of Title IV Funds	\$ 1,177.64	\$ 3,456.43	\$ 4,634.07
Total IV-B2 Cost	\$ 30,618.75	\$ 89,867.14	\$ 120,485.89
Ending Title IV-B2 Funds Balance	\$ -	\$ -	\$ -
<u>Kindergarten Partnership & Innovation (875)</u>			
Contracts TBD	\$ 118,515.14	\$ 328,369.88	\$ 446,885.02
Indirect to LBCC, 4% of Title IV Funds	\$ 4,740.61	\$ 13,134.80	\$ 17,875.41
Total Kindergarten Partnership & Innovation Cost	\$ 123,255.75	\$ 341,504.68	\$ 464,760.43

<u>Kindergarten Partnership & Innovation (875) (Summer Only)</u>			
Cascades Elementary	\$	2,200.00	\$ 2,200.00
Greater Albany Public Schools	\$	25,300.00	\$ 25,300.00
Greater Santiam - Boys & Girls Club	\$	2,750.00	\$ 2,750.00
Lincoln County SD	\$	42,893.40	\$ 42,893.40
Monroe SD	\$	6,270.00	\$ 6,270.00
Philomath SD	\$	7,150.00	\$ 7,150.00
Pioneer School	\$	2,117.50	\$ 2,117.50
Scio SD	\$	8,800.00	\$ 8,800.00
Contracts TBD	\$	49,554.67	\$ 49,554.67
Indirect to LBCC, 5% of P&I Funds	\$	6,683.43	\$ 6,683.43
Total Kindergarten Partnership & Innovation Cost (Summer)	\$	153,719.00	\$ 153,719.00
Ending Kindergarten Partnership & Innovation Balance	\$	-	\$ -

Board Member Resignation & Remaining Board Vacancies



Governing Board Members

Claire Hall, Co-Chair
Lincoln County Commissioner
Lincoln County – Human & Social Services

Julie Manning, Co-Chair
Samaritan Health Services
Coordinated Care – Standing Position

TBD – Incoming District Manager
Oregon Department of Human Services
ODHS – Standing Position

DeAnn Brown
Confederated Tribes of Siletz Indians
Standing Position

Jeff Davis
Linn-Benton Community College
Fiscal Agent – Standing Position

Sarah Dorgan
Citizens Bank
Linn County – Business

Barbara Dougherty
Samaritan Early Learning Center
Lincoln County – Early Childhood Education

Dina Eldridge
Community Services Consortium
Linn County – Housing

Tonja Everest
Linn Benton Lincoln
Education Service District
ESD – Standing Position

Laura Farmer
Parent
Benton County – Parent Voice

Lola Jones
Samaritan House
Lincoln County – Housing

Stephany Koehne
Kids & Company of Linn County
Linn County – Early Childhood Education

Todd Miller
Santiam Canyon School District
Linn County – K-12

Chris Reese
Mid-Willamette Family YMCA
Linn County – Human & Social Services

Lorena Reynolds
The Reynolds Law Firm, PC
Benton County - Business

Bettina Schempf
Old Mill Center
Benton County – Human & Social Services

Lauren Sigman
Lincoln County School District
Lincoln County – K-12

Paul Smith
Strengthening Rural families
Benton County – Early Childhood Education

Susan Halliday
Philomath School District
Benton County – K-12

Rich Waller
Landmark Professionals
Lincoln County – Business

Lynnette Wynkoop
Child Care Resource & Referral
CCR&R Standing Position

Vacant
Benton County – Housing

Vacant
Linn County – Parent Voice

Vacant
Linn County – Health

Vacant
Lincoln County – Health

Vacant
Lincoln County – Parent Voice

Vacant
Benton County - Health

Board Member Application

Governing Board Application



Please answer the following questions regarding your experience and interest in serving on the Governing Board of the Early Learning Hub of Linn, Benton & Lincoln Counties. Your response is due back to the Early Learning Hub Director. Applications will be accepted until all positions are filled. Please submit your completed applications to: kristi.collins@linnbenton.edu. For more information about the Early Learning Hub visit: www.lblearlylearninghub.org

Questions for potential EL Hub Governing Board members:

1. Name: [Neftali Pizano](#)
2. Organization: [Samaritan Health Services](#)
3. Position/seat applying for: [Linn County](#)
4. County/Counties you represent: [Linn County \(Albany\)](#)
5. Do you foresee any financial conflict serving on the Board? [No](#)
6. The Early Learning Hub Board meets on the first Thursday of the month from 2-4 PM. Meetings are currently held remotely via Zoom, however when in-person meetings are allowed the meetings will rotate between the three counties. You are expected to review your Board packet prior to the Board meeting and be prepared to discuss included items. Are you able to meet that time commitment, at minimum? Are you able to commit additional time to participate in workgroup/committee meetings and/or state collaboratives?
[Yes](#)
7. What interests you about serving on the Board? [I have two small children that are home schooled, one who was recently diagnosed with Autism. I am also very passionate about health equity for marginalized groups, such as our Spanish speaking population.](#)
8. What are some of your previous volunteer experiences or leadership roles? [I currently sit on the ABC Board of Directors and am Co-Chair for the Linn/Benton Hispanic Advisory Committee. I am also lucky enough to serve as the Albany Primary Care Operations Director, for Samaritan Health.](#)
9. If you were to join our Board, are there any experiences you'd like to have as a board member or people you'd like to meet? [None in particular, my intent is to learn as much about the current state and be of assistance to the Counties and Board, as we continue to improve equity and education in our areas.](#)
10. What skills, connections, resources, and expertise do you have to offer

and are willing to use on behalf of this organization? I have 13 years of experience in the medical field, both in the back office as a Medical Assistant and front office as well. The last 5 years I have spent in leadership positions in the organization, with the last two years as a community Director. With my responsibilities on the Hispanic Advisory Committee, I could help in communication and action between both groups. I volunteered heavily as a child as well, through a religious organization. My experience as a child, and as an adult, has led me down the path of serving the community, wherever I am able. It would truly be a privilege to be part of the ELH Board of Linn, Benton & Lincoln Counties.

11. What does equity mean to you? That everyone has access to the care and education they deserve, as a member and stakeholder in the community. For those of us that are lucky enough to contribute our time to our local communities, I think it is of the utmost importance that we be the voice for the marginalized groups in our cities. Whether that be those with educational challenges, language challenges or simply needing more support than others, my hope is that we can meet everyone's needs. This requires individuals that take the time to listen to the community and act on their behalf.
12. Do you have any worries about joining the Board? None
13. Is there anything you think you would need from this organization to make this experience a successful one for you? Only that we actively listen to the community and do our best to meet their needs.
14. Do you have any questions for the EL Hub staff? Always curious to hear opinions from others on the Board, that have spent time in this role.

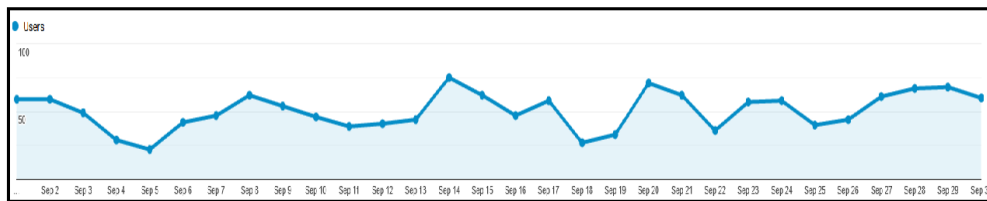




POLLYWOG UPDATE 10/7/2021

ANALYTICS:

- There are currently 2,006 individuals (adults and children) in the Pollywog database: (not all have counties listed)
 - Linn County – 740
 - Lincoln County – 55
 - Benton County – 228
 - Multnomah – 4
 - Polk – 9
 - Lane - 6
 - Marion - 10
 - Deschutes - 1
 - Douglas - 1
- Currently there are 23 prenatal and 25 parenting education classes offered on the Pollywog website, with 8 taught in Spanish.
- All prenatal and child birth preparation classes being offered through Samaritan are still being offered remotely; however, for Fall term LBCC is offering some in-person classes.
- There were 2,611 pageviews on the website in September.
- Website pageviews in September looked like this:

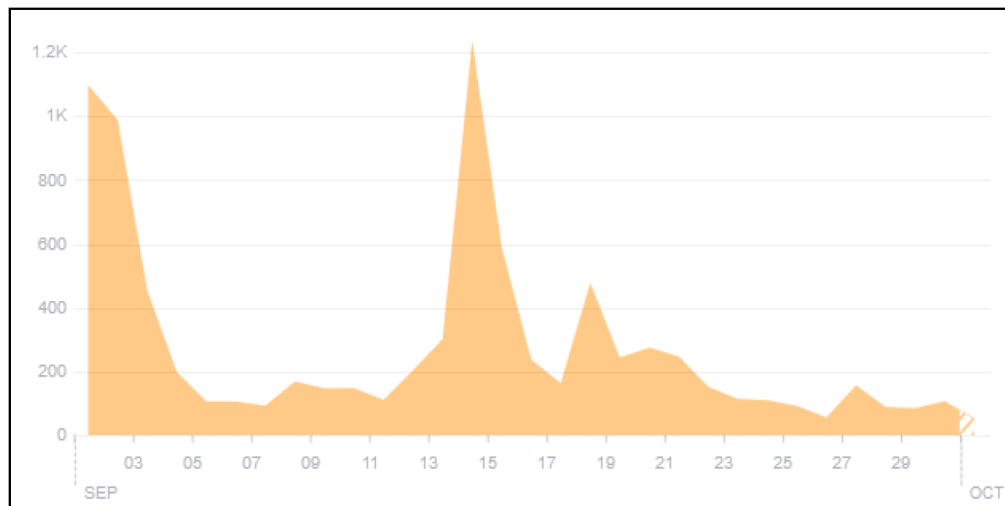


- Our September website audience came from:
 - United States 1,075
 - Canada 34
 - United Kingdom 31
 - Australia 23
- The page that had the most views in September was:
 - Hailey's March 2020 post – 684 readers (26.20% of all readers)
 - Classes and Workshops page – 510 readers (19.53% of all readers)



POLLYWOG UPDATE 10/7/2021

- We are still looking for a second blogger to help out Hailey:
 - We posted a guest blog from a parent in New York state
 - We asked for partners to guest blog
 - We have a person that we are talking to, a local mom
- The August Parent Newsletter was entitled "National Baby Safety Month":
 - It went out to 688 recipients, in English and in Spanish, and opened by 27.3% of the recipients.
- The "Reach" for the Facebook page for September looked like this:



- The spike on September 14 was 1,835 people reached and 28 engagements. This is the post:



POLLYWOG UPDATE

10/7/2021

ACTIVITIES:

- Sam has begun work on the November Parent Newsletter, the Holiday Resource Guide. She has sent requests for information to 75 agencies in the region asking what they will be doing, and has heard back from 45. If your agency is one of those who offers support to families during the holidays, please double-check with your staffs that they have responded to Sam, as soon as possible!
- On September 30 we gave a presentation about Pollywog and Family Connects at the Samaritan training for new maternity and NICU nurses. About 15 nurses were present, and they were very receptive and eager to help connect us with new families.
- We have been in contact with New Contracting Services at Samaritan Health, and we completed a "New Provider Interest" form. Waiting to hear back from them about funding levels, but we're feeling confident that it's in the works.



Family Connects



FAMILY CONNECTS UPDATE October 7, 2021

Marketing and Promotion

Family Connects is now on the Pollywog Website

Families can view the Family Connects video, find information about how the program works, and connect with Family Connects staff at each county. They can also refer themselves to Family Connects via the Pollywog portal.

New Mom's Handbook

These guides, in English and Spanish, are perfect for parents when navigating the early weeks with a new baby. They've been delivered to the health departments and the nurses are happy with how they cover the same topics as their assessments.

Ongoing

Community Alignment

Community Alignment efforts are branching out to engagement with the local medical provider community. This includes pediatric medical clinics, OB/GYN medical clinics, family medicine clinics, and women's health clinics. Doctors and nurses can be vital to increasing community awareness and encouraging participation in the Family Connects program among their patients.

Community Partners

This past month we gave presentations to the new Executive Director for The ABC House and newly hired nurses for Samaritan.

Resources Needed

During discussions in case conferences, we sometimes identify resources that are needed but lacking in our communities. These will be highlighted here for broader dissemination (none at this time). Let us know if you can help in any way to meet these needs for families in our communities.

Coordinated Enrollment

Preschool Promise Coordinated Enrollment



**PRESCHOOL
P R O M I S E**

Coordinated Enrollment Update

September 30th, 2021

PSP Application Status		Notes:
Applications received	192	This is the total number of applications we have received between June 23 rd and September 30 th .
<u>New</u> applications processed and children placed	121	A total of 193 children have been placed. This means we have 31 slots to be filled.
Available slots	(27/224)	As of September 30 th , we have 38 applications in process (waiting for documentation)
PSP Providers at 100% filled	10	*There are 4 providers that are more than 75% full.

- We have two new Preschool Promise Coordinated Enrollment Specialists who are already working with families helping them turn in the necessary eligibility documentation.
- Overall the PSP electronic application (Laserfiche) has been very successful. We have seen an increase in the number of applications we receive, including an increase in the number applications that have all the required documents uploaded.





Addenda to Governing Board Packet

Addenda added October 8, 2021

Governing Board Application



Please answer the following questions regarding your experience and interest in serving on the Governing Board of the Early Learning Hub of Linn, Benton & Lincoln Counties. Your response is due back to the Early Learning Hub Director. Applications will be accepted until all positions are filled. Please submit your completed applications to: Kristi.collins@linnbenton.edu. For more information about the Early Learning Hub visit: www.lblearlylearninghub.org

Questions for potential EL Hub Governing Board members:

1. Name: Monica Boylan
2. Organization: Linn County Public Health/Maternal Child Health
3. Position/seat applying for: Unsure the exact position, appointed by LeAnne Trask
4. County/Counties you represent: Linn
5. Do you foresee any financial conflict serving on the Board?
6. The Early Learning Hub Board meets on the first Thursday of the month from 2-4 PM. Meetings are currently held remotely via Zoom, however when in-person meetings are allowed the meetings will rotate between the three counties. You are expected to review your Board packet prior to the Board meeting and be prepared to discuss included items. Are you able to meet that time commitment, at minimum? Yes!
7. Are you able to commit additional time to participate in workgroup/committee meetings and/or state collaboratives? Possibly!
8. What interests you about serving on the Board? Working closely with community partners and being a voice for decision making that may affect the communities we serve here in Maternal Child Health.
9. What are some of your previous volunteer experiences or leadership roles? I have not done much volunteer work. I have been in multiple roles that require leadership skills and critical thinking. Triage Nurse in high volume OB unit, recent supervising nurse for the MCH program here in Linn County. I have 2 associate degrees and 1 bachelor's degree... I feel like it requires self-discipline to finish these and lead yourself to success...
10. If you were to join our Board, are there any experiences you'd like to have as a board member or people you'd like to meet? I am curious to jump in as this was just presented to me the other day!
11. What skills, connections, resources, and expertise do you have to offer

and are willing to use on behalf of this organization? I feel like I can be a pretty good listener and this enables me to be a problem solver. I enjoy learning and being able to apply that knowledge to help others. As far as connections. I have some connection already to the ELH from program development through Family Connects. I have connections to associated programs within Linn County Public Health, Environmental Health, Developmental Disabilities and Mental Health. I would consider my expertise to live in the perinatal period, and into the neonatal period with strive to learn more about all ages of development.

12. What does equity mean to you? Respecting access to all.
13. Do you have any worries about joining the Board? I am hopeful that I can be of support! I need to know more about the position before I will know my concerns.
14. Is there anything you think you would need from this organization to make this experience a successful one for you? Just guidance for the first couple meetings on what my expectations will be.
15. Do you have any questions for the EL Hub staff? No I do not! Thank you for the opportunity!

Governing Board Application



Please answer the following questions regarding your experience and interest in serving on the Governing Board of the Early Learning Hub of Linn, Benton & Lincoln Counties. Your response is due back to the Early Learning Hub Director. Applications will be accepted until all positions are filled. Please submit your completed applications to: Kristi.collins@linnbenton.edu. For more information about the Early Learning Hub visit: www.lblearlylearninghub.org

Questions for potential EL Hub Governing Board members:

1. Name:
[Karol Elizondo](#)
2. Organization:
[Benton County Health Department](#)
3. Position/seat applying for:
[Health representative](#)
4. County/Countries you represent:
[Benton County](#)
5. Do you foresee any financial conflict serving on the Board?
[No](#)
6. The Early Learning Hub Board meets on the first Thursday of the month from 2-4 PM. Meetings are currently held remotely via Zoom, however when in-person meetings are allowed the meetings will rotate between the three counties. You are expected to review your Board packet prior to the Board meeting and be prepared to discuss included items. Are you able to meet that time commitment, at minimum? Are you able to commit additional time to participate in workgroup/committee meetings and/or state collaboratives?
[Yes, additional time commitment possible](#)
7. What interests you about serving on the Board?
[Represent my county and support my community](#)

8. What are some of your previous volunteer experiences or leadership roles?

- Red cross, development of educational materials
- President elect for the water board, Ojochal Costa Rica.
- Best practices for serving our Mam community

9. If you were to join our Board, are there any experiences you'd like to have as a board member or people you'd like to meet?

I would like to share my experiences with community partners and learn from them to improve social outcomes.

10. What skills, connections, resources, and expertise do you have to offer and are willing to use on behalf of this organization?

My experience in Linn and Benton counties in Public Health and experience with health system in Costa Rica, a country with universal health care. I have made connections with county, state and private sectors stakeholders.

11. What does equity mean to you?

To provide equal services to our population, by advocating and providing care coordination; taking into consideration their Social Determinants of Health.

12. Do you have any worries about joining the Board?

No

13. Is there anything you think you would need from this organization to make this experience a successful one for you?

N/A

14. Do you have any questions for the EL Hub staff?

Not at this moment