

Early Learning Hub of Linn, Benton & Lincoln Counties

Governing Board Meeting Minutes

MEETING COMMENCED	2:00 pm, November 4, 2021 Online via Zoom
MEETING CALLED BY	Claire Hall
WORK GROUP MEMBERS PRESENT	
STAFF MEMBERS PRESENT	Connie Adams, Kristi Collins, Matt Grams, Antonia Huerta, Sam Rounsavell, Carmen Santacruz, Kelly Schell, LeAnne Trask
VERSION	Final
RECORDED	Yes

Agenda topics

ROLL CALL	DeAnn Brown, Jeff Davis, Sarah Dorgan, Dina Eldridge, Tonja Everest, Laura Farmer, Claire Hall, Lola Jones, Lorena Reynolds, Lauren Sigman, Paul Smith, Rich Waller, Lynnette Wynkoop
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SPECIAL PRESENTATION	LBL Hub Theory of Change, Scope of Work and Staffing Requirements
<p>Kristi explained that this presentation was a reminder for existing board members and new information for new board members as we move into the new scope of work and new contract cycle.</p> <p>This presentation was adapted from the Early Learning Division's presentation to Hub directors to include information specific to our region. The Early Learning System Theory of Change focuses on the ultimate impact of children arriving ready for kindergarten. Early outcomes, showing we are on track, are children being raised in healthy, stable, and attached families. And those families are empowered to support children's development. These outcomes are accomplished through an effective multi-sector early childhood system that focuses on system change strategies to address root causes of local system issues. Cross-sector partnerships are necessary for continuing problem solving and action. Early Learning Hubs create those cross-sector partnerships to support collaborative efforts to build effective early learning childhood systems.</p> <p>Kristi gave some examples of how the Theory of Change may be used to guide and the work of the Early Learning Hub.</p> <p>Effective Early Learning Hubs language is now in our contract with the Early Learning Division. We are required to:</p> <ul style="list-style-type: none"> • Create shared vision for regional Early Learning System, and • Engage cross-sector and community partners, and • Engage in system focused problem solving and action, and 	

- Engage in continuous learning and improvement of regional Early Childhood System plans, and
- Facilitate strategic convening of sector and community partners

For the first time, we also have requirements around staffing and professional development in our contract. Staffing and professional development plans need to be approved by the Early Learning Division.

There is new work in our new scope of work from the Early Learning Division.

Summary of Changes to Hub Scope of Work:

- Regional Assessment will build foundation for local work
- Parent Leadership Council as part of Governance Structure
- Updates to sector planning, strategic planning, and work planning to align to Assessment, Raise Up Oregon and the Theory of Change
- Staffing plan and minimum staff requirements
- Funding shifts to create capacity for work

Kristi reviewed the deliverables timeline

The Early Learning Hub is required to develop or revise a three-year strategic plan. Our current plan ended in 2020. We are also directed to focus on system change strategies to address barriers affecting our local early childhood system.

Partnerships between Child Care Resource & Referral and Early Learning Hubs are more explicitly outlined in our contract moving forward. This responsibility will be supported by the Business Liaison position we hope to fill.

Kristi reviewed the LBL Hub Staffing plan.

Jeff commended Kristi for taking time to review the Data manager position and to reassess what was required to meet the challenges of the times. He asked that she give more detail about what changes have been made for this position and what that represents. Kristi explained that the previous position was a project manager role and the data work wasn't called out as clearly. The new scope of work very clearly defines the required data work. We looked at a position description from another Hub to align our work and created a position description that will best meet our needs. A link to the new Data & Evaluation Coordinator job description will be posted to basecamp and Board Members are encouraged to share it widely.

The Board asked where the feedback loop to the Early Learning Division is within the strategic plan. Kristi responded that that feedback loop is not clear in the Theory of Change. That communication is happening in a community of practice as Hub Directors and Child Care Resource & Referral directors meet regularly with the Early Learning Division. There are also opportunities to engage with the Early Learning Division through workgroups and committees.

DIRECTOR'S REPORT	LBL Hub Updates
Kristi discussed zoom voting. Zoom reactions are not captured on the recording so Board Members are now asked to vote with a physical indicator or in the chat.	
The updated Sector Plan, due October 15 th , was turned in. It was submitted along with a Preschool Promise slot allocation assessment. These documents are in our new digital Board Binder.	
On October 21 st the Free Preschool page on the Pollywog website went live. https://pollywogfamily.org/free-preschool/ We have had positive feedback about the page. Kristi was asked to give an Early Learning Division presentation to other Early Learning Hubs about this project as an example of collaboration.	
Kristi discussed the 2022 meeting schedule. She will send out a poll to find the best dates for the June and July meetings. Meetings will continue to be on Zoom until we can meet again in person.	
Kristi shared a press release regarding the American Rescue Plan Act (ARPA) funds in Central Oregon. The County's investments will help create more than 500 new child care spots and train more than 275 new workers in the child care and early education fields. Our Business Liaison position is modeled after work being done in Central Oregon and this shows the potential of that position. The press release will be posted to basecamp.	

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

CONSENT ITEMS	October Meeting Minutes														
The Board was asked to approve the October 2021 meeting minutes.															
Motion:															
2 nd :															
Brown	Y	N	A	Farmer	Y	N	A	Reese	Y	N	A	Open	Y	N	A
Davis	Y	N	A	Hall	Y	N	A	Reynolds	Y	N	A	Open	Y	N	A
Dorgan	Y	N	A	Halliday	Y	N	A	Schempf	Y	N	A	Open	Y	N	A
Dougherty	Y	N	A	Jones	Y	N	A	Sigman	Y	N	A	Open	Y	N	A
Eldridge	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A	Open	Y	N	A
Elizondo	Y	N	A	Manning	Y	N	A	Waller	Y	N	A				
Everest	Y	N	A	Miller	Y	N	A	Wynkoop	Y	N	A				
VOTING RESULTS	Individual Votes cast by Board Members (Yes, No, Abstain)														
Abstentions: DeAnn Brown, Paul Smith															
The Board voted to approve the minutes.															

DISCUSSION ITEM	CCO Kindergarten Readiness Metric
Kristi shared that Health Care Integration Work Group had a presentation from Joell Archibald on 10/12/2021. Joell gave an overview of the CCO System Level Social-Emotional Health Measure. A link to that presentation is in the board packet along with two slides from that presentation. The focus on Social Emotional behavior is one	

component of a bundle of measures of what will be the full Kindergarten Readiness Metric. The end goal of this metric is getting to a child-level social-emotional assessment.

DISCUSSION ITEM	Early Childhood Education Committee Request for Funding
<p>Kristi discussed the Training Alignment Work Group that came out of the Early Childhood Education Committee and the ED 222 Constructive Discipline class that was created out of that Work Group. The funding request today is for work that we have funded in the past that was used to create this class and make it sustainable.</p>	
<p>Lynnette asked the Board for support for the continuation of the ED 222 Constructive Discipline class which focuses on social-emotional development and implementation in childcare and early education programs. Through support from the Early Learning Hub, we have been able to offer this class for the past 3 years. The hope is to be able to identify additional funding streams to continue this work and allow equity of access. However, having a class that is funded through a regular system rather than partner-specific funding increases access for all early childhood educators. This funding request is for this year as we look for other sources of funding. We are being asked to share this work around the state and it is being replicated in other areas of the state as well. This class offers college credit to early childhood educators and is being included in degree pathways in early childhood education programs.</p>	
<p>Paul shared that this class offers valuable professional development for preschool staff and includes classroom coaching. The course offers a beneficial generalized framework around social-emotional work. He is very supportive of this request but as a beneficiary will be abstaining from the vote.</p>	
<p>The Board asked for clarification on the amount of funding being requested. This request is for \$3000 for class instruction and benefit costs.</p>	

DISCUSSION VOTE	Early Childhood Education Committee Request for Funding														
<p>The Board was asked to approve the Early Childhood Education Committee Request for Funding.</p>															
<p>Motion: Laura Farmer</p>															
<p>2nd: DeAnn Brown</p>															
Brown	Y	N	A	Farmer	Y	N	A	Reese	Y	N	A	Open	Y	N	A
Davis	Y	N	A	Hall	Y	N	A	Reynolds	Y	N	A	Open	Y	N	A
Dorgan	Y	N	A	Halliday	Y	N	A	Schempf	Y	N	A	Open	Y	N	A
Dougherty	Y	N	A	Jones	Y	N	A	Sigman	Y	N	A	Open	Y	N	A
Eldridge	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A	Open	Y	N	A
Elizondo	Y	N	A	Manning	Y	N	A	Waller	Y	N	A				
Everest	Y	N	A	Miller	Y	N	A	Wynkoop	Y	N	A				
VOTING RESULTS	Individual Votes cast by Board Members (Yes, No, Abstain)														
<p>Abstentions: Jeff David, Lauren Sigman, Paul Smith, Lynnette Wynkoop</p>															
<p>The Board voted to approve the Early Childhood Education Committee Request for Funding.</p>															

DISCUSSION ITEM	Board Member Application – Monica Boylan and Neftali Pizano
<p>Kristi introduced the Board Member applications. It was discovered that Nef is not able to serve in a Lincoln County position. This is the first time this Board has had two applications for the same seat. Kristi stated that both members would serve very well, but noted that from a diversity perspective currently have a representative from public health.</p> <p>The Board commented that Nef is very organized. He has connections and experience with many diverse issues – Hispanic culture, autism, etc.</p> <p>It was shared that Monica is very engaged with Pollywog already and that will continue even if she does not have a seat. She may be a good candidate for a future position.</p>	

DISCUSSION VOTE	Board Member Application – Neftali Pizano														
<p>The Board was asked to approve the Board Member Application of Neftali Pizano.</p> <p>Motion: Lynnette Wynkoop</p> <p>2nd: Laura Farmer</p>															
Brown	Y	N	A	Farmer	Y	N	A	Reese	Y	N	A	Open	Y	N	A
Davis	Y	N	A	Hall	Y	N	A	Reynolds	Y	N	A	Open	Y	N	A
Dorgan	Y	N	A	Halliday	Y	N	A	Schempf	Y	N	A	Open	Y	N	A
Dougherty	Y	N	A	Jones	Y	N	A	Sigman	Y	N	A	Open	Y	N	A
Eldridge	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A	Open	Y	N	A
Elizondo	Y	N	A	Manning	Y	N	A	Waller	Y	N	A				
Everest	Y	N	A	Miller	Y	N	A	Wynkoop	Y	N	A				

VOTING RESULTS	Individual Votes cast by Board Members (Yes, No, Abstain)
<p>Abstentions: None</p> <p>The Board voted to approve the Board Member Application of Neftali Pizano.</p>	

DISCUSSION ITEM	Governing Board Binder
<p>Sam shared a link to the digital Governing Board Binder https://drive.google.com/drive/folders/1DcF2wHv4s8k1auDoPgN-u80AP2kUuSxF</p> <p>There you will find folders for:</p> <ul style="list-style-type: none"> • Committee Reports • Early Learning Division information • Early Learning Hub Directories • Funding & Resource information • Organizational Structure & Charter information • Strategic Plan information <p>A document will be posted in basecamp with this link for future reference.</p>	

DISCUSSION ITEM	Declaration of Cooperation and Conflict of Interest Statements
<p>Kristi reminded the Board that Declaration of Cooperation and Conflict of Interest statements are due as a requirement of our contract. A list of documents received is in the Board packet. If there are questions or concerns please contact Kristi. If you need documents please contact Sam, sam.rounsavell@linnbenton.edu. These documents are in Basecamp in the 2021 document folder.</p>	

PROGRAM UPDATE	Pollywog Update
<p>LeAnne shared the Pollywog analytics for the database, website, newsletter, and Facebook page.</p>	
<p>LeAnne mentioned the search for another Pollywog Parent Voice blogger continues. We did receive a guest blog submission from Katy Allaback, of the GAPS Child Development Program.</p>	
<p>We have published our annual Holiday Resource guide and are receiving positive feedback. The Holiday Resource Guide is on the Pollywog website under Parent Newsletters and on our Facebook page as the first pinned post.</p>	
<p>LeAnne gave an update on Pollywog activities including the invitation to attend a Family Wellness Fair at Sunrise Elementary.</p>	
<p>LeAnne shared that we are still awaiting a response to the New Provider Interest form we submitted to the IHN-CCO two months ago.</p>	
<p>The Early Learning Hub website had a 34% jump in readership last month.</p>	

PROGRAM UPDATE	Family Connects Update
<p>LeAnne shared the Family Connects news and marketing updates.</p>	
<p>LeAnne gave an update on the scheduled Community Alignment presentations with Samaritan Pediatrics and Corvallis Clinic.</p>	
<p>LeAnne discussed the funding challenges of the Family Connects Program. The legislation requires health insurance to cover these visits but counties are left to negotiate with health insurance companies on their own. These negotiations are very difficult.</p>	
<p>The Board asked if home visits would tie into the CCO metrics? Kristi responded that the issue is not with CCOs but with private insurance companies.</p>	
<p>The Board asked what Board Members can do in regards to advocacy or reaching out to legislators. There was a discussion of ideas for ways to work with the health insurance companies. Suggestions included</p> <ul style="list-style-type: none"> • Emphasizing how the program saves the health insurance programs money • Using the power of stories, parent voices, and experiences to highlight the people being served by this program. • Consulting the Attorney General's office for assistance with insurance issues, particularly with legislation involved. 	
<p>Kristi emphasized that we believe in and support the Family Connects program but wanted the Board to be aware of the program's challenges. The Family Connects services are going well, it is the contracting process that is not going well.</p>	

PROGRAM UPDATE	Coordinated Enrollment Update
	<p>Antonia shared the current data for Preschool Promise including applications received, new eligible children, number of open slots, and percentage of providers at capacity. This data included for the first time a breakdown of eligible students by the percentage of the Federal Poverty level.</p>
	<p>Kristi shared that there are different eligibility guidelines for Head Start and Preschool Promise. The data shows that very few Preschool Promise students overlap with Head Start eligibility and some of those are in communities without a Head Start program. We are partners with Head Start and are hoping to fill all the available programs.</p>
	<p>The Board asked if Head Start shares their enrollment data? Kristi responded that we are having conversations about having regular meetings to discuss this. We hope to have that process in place soon. The Free Preschool page will help families across the region access the program that best meets their needs. Board Members are encouraged to visit the site https://pollywogfamily.org/free-preschool/. It was a collaborative effort with our partners in publicly funded preschool to create this resource.</p>
	<p>Antonia shared the link for the Free Preschool page out to several Facebook community groups, especially in Lincoln county. This helps families be informed about available programs.</p>

NEXT MEETING	2:00 pm, December 2, 2021 Online via Zoom
MEETING ADJOURNED	3:42 pm