



Early Learning Hub

of Linn, Benton & Lincoln Counties

Governing Board Packet November 2021

Governing Board
Early Learning Hub
November 4, 2021
lblearlylearninghub.org

Packet Overview

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

1. Agenda
2. Fiscal Report – September financials and financial narrative are included.
3. Consent Items – October Meeting Minutes
4. Discussion Items
 - a. CCO Kindergarten Readiness Metric - Informational
 - b. Request for Funding – Approval Needed
 - c. Board Member Applications – Approval Needed
 - d. Governing Board Binder, Sam Rounsavell - Informational
 - 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 & Matt Grams – Informational



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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

Bell Burke
Department of Human Services

Jeff Davis
Linn-Benton Community College

Sarah Dorgan
Citizens Bank

Barbara Dougherty
Samaritan Early Learning Center

Dina Baidige
Community Services Consortium

Karol Bizondo
Benton County Health Department

Tonja 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

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 Walter
Landmark Professional Mortgage
Company

Lynnette Wyrkoop
Child Care Resource & Referral



November 4th, 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
 - a. Welcome new Board Members
- II. Special Presentation – EL Hub Theory of Change, Scope of Work and Staffing Requirements – Kristi Collins
- III. Director's Report
- IV. Fiscal Report – Matt Grams
- V. Consent Items
 - a. October Meeting Minutes
- VI. Discussion Items
 - a. CCO Kindergarten Readiness Metric - Informational
 - b. Request for Funding – Approval Needed
 - c. Board Member Applications – Approval Needed
 - d. Governing Board Binder, Sam Rounsavell - Informational
 - 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 & Matt Grams – Informational
- VII. Public Comment
- VIII. Next Meeting – December 2nd, 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

September Financial Narratives



Early Learning Hub
of Linn, Benton & Lincoln Counties

Finance

September 2021

MONTH-END DETAILS

Revenue:

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

Expenditures:

The only expenditures were wages, benefits and minimal supplies.

Other Information:

The Coordination Grant is still not in EGMS for us to draw down.

September 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 **September 2021**

	Budget	Current Month	YTD	Balance	% Rcvd
Revenues					
Grant Resources					
Pollywog	\$ 250,000.00	\$ 8,333.33	\$ 24,999.99	\$ 225,000.01	10%
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	\$ 220,835.99	\$ 2,377,745.39	8%

	Budget	Current Month	YTD	Balance	% Used
Expenditures					
Grant Expenditures					
Pollywog Program	\$ 265,313.34	\$ 10,992.45	\$ 34,672.99	\$ 230,640.35	13%
Family Connects	\$ 200,000.00	\$ 8,255.76	\$ 25,416.64	\$ 174,583.36	13%
State Expenditures					
Coordination	\$ 1,328,721.04	\$ 40,209.36	\$ 104,875.20	\$ 1,223,845.84	8%
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	\$ 59,457.57	\$ 164,964.83	\$ 2,433,616.55	6%

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

October Meeting Minutes

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

MEETING COMMENCED	2:00 pm October 7, 2021 Online via Zoom
MEETING CALLED BY	Claire Hall, at 3:24 Jeff Davis accepted the gavel
MEMBERS OF THE PUBLIC PRESENT	Monica Boylan, Board Member Applicant
STAFF MEMBERS PRESENT	Connie Adams, Kristi Collins, Matt Grams, Antonia Huerta, Sam Rounsavell, Carmen Santacruz, Kelly Schell, LeAnne Trask
VERSION	Draft
RECORDED	

Agenda topics

ROLL CALL	
Jeff Davis, Sarah Dorgan, Barbara Dougherty, Dina Eldridge, Tonja Everest, Laura Farmer, Claire Hall, Susan Halliday, Lola Jones, Stephany Koehne, Chris Reese, Bettina Schempf, Lauren Sigman, Rich Waller, Lynette Wynkoop	

DIRECTOR'S REPORT, PART 1	New Staff Introductions
Kristi introduced the two newest members of the Early Learning Hub staff, Carmen Santacruz and Kelly Schell. Carmen Santacruz will be working with Preschool Promise coordinated enrollment and parent engagement. Kelly Schell has a background as a traditional health worker and will be working with Preschool Promise coordinated Enrollment and Pollywog consultation with Preschool Promise families. These new staff members put us in a strong position with Preschool Promise expansion.	

FISCAL REPORT	Matt Grams
Matt presented the revenue, expenditures, and miscellaneous reports for August 2021. Kristi shared that August has had low fiscal activity because the July – Sept funds have not yet been loaded so we are not able to draw them yet. Once those funds become available we will be able to draw them for coordination all at once.	



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

DISCUSSION ITEM	2019-2021 Fiscal Closeout															
<p>Kristi shared that the 2019-21 biennium was a very interesting year for spending. Many of our contracted partners did not spend down their contracted amount. We do have backup policies about how we will get those funds out into the community, and additional backup plans to make sure all our funds are spent. As highlighted in the report, \$180,522.66 in Coordination funds will be carried over into this biennium. These are the only funds we are allowed to carry over. Pollywog has \$15,313.89 carryover funds.</p> <p>For title IV-Bb2 Funds there was a contractor was underspent. As indicated in the report, funds were distributed to other community partners that were ready to act.</p> <p>For School Readiness funds, Strengthening Rural Families, United Way - Dolly Parton Imagination Library, and Pollywog received extra funds.</p> <p>For Kindergarten Partnership and Innovation, Alsea, GAPS, Lincoln County, Philomath, Santiam Canyon, and Scio all received extra funds. \$26,866.45 was spent on grant management, which equates to the Early Learning Hub staff time for managing the contracts.</p> <p>In our reimbursable funding streams, we allow our partners to claim 6% indirect, and LBCC takes 4% indirect. Many of our funding streams allow up to 15% indirect so with that 5% left, LBCC received almost \$20,000 in extra indirect funds.</p> <p>KPI Summer funds for April – June, we only found out about them in May so they were extremely challenging to spend down. We were able to claim about \$20,000 in grant management. The Early Learning Division approved for these funds to be spent to prepay Heidi McGown, a Dare to Lead trainer to provide professional development for our P3 partners.</p> <p>The Board asked if KPI funds are redirected to indirect by policy or practice. Kristi explained that it is our standing practice that funds go to our community partners first, then to LBCC, then as a final step funds are returned to the state. The Board further asked if this practice could be enshrined into policy. Kristi responded that yes, we could</p>																

have our spend out process outlined in policy with Board approval and have that new policy in place before the end of the current biennium.

Family stability funds were all spent as allocated.

The final balance to be carried over into the new biennium is \$195,836.53

The Board asked, if we are doing financial policy, we should consider what to do about the first quarter in the biennium. Not having a contract for the first quarter is especially difficult for the small providers. This system of funds management is coming from the state, but can we reconsider how we write our contracts to help ease this situation for small childcare providers. This may be an equity and inclusion issue. The Board discussed the possibility of forming a task force to work on this issue.

Kristi mentioned that typically bridge funding is offered in the summer to eliminate this situation. However, this biennium the Early Learning Division has changed our scope of work, which affects how we allocate our resources. At the same time, KPI also had a legislative change and is going to be going through a rules revision, so the allocation of those funds has changed as well. It is very challenging to issue a contract without a full understanding of our new scope of work.

It was discussed that the Early Learning Hub does not hold the contract for Preschool Promise and cannot control the funding. Those contracts and the funding are held at the Early Learning Division. While acknowledging the inequity, it is not under the Early Learning Hub's control.

CONSENT ITEMS		2019-2021 Fiscal Closeout													
The Board was asked to approve the 2019-2021 Fiscal Closeout															
Motion: Jeff Davis															
2nd: Lynnette Wynkoop															
Brown	Y	N	A	Hall	Y	N	A	Reynolds	Y	N	A	Open	Y	N	A
Davis	Y	N	A	Halliday	Y	N	A	Schempf	Y	N	A	Open	Y	N	A
Dorgan	Y	N	A	Jones	Y	N	A	Sigman	Y	N	A	Open	Y	N	A
Dougherty	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A	Open	Y	N	A
Eldridge	Y	N	A	Manning	Y	N	A	Waller	Y	N	A	Open	Y	N	A
Everest	Y	N	A	Miller	Y	N	A	Wynkoop	Y	N	A	Open	Y	N	A
Farmer	Y	N	A	Reese	Y	N	A								
VOTING RESULTS		Individual Votes cast by Board Members (Yes, No, Abstain)													
Abstentions: None															
The Board voted to approve the 2019-2021 Fiscal Closeout.															

DISCUSSION ITEM	21/22 Fiscal Year Budget
<p>Kristi discussed the 2021-22 fiscal year budget. We do not yet have our contract from the Early Learning Division, however, we have been given budget amounts for each of our funding streams. This is an annual budget, not a biennium budget because not all funding streams are a biennium allocation, for example, the coordinated enrollment grant is awarded annually. As Preschool Promise expands in our region, the capacity for coordinated enrollment will increase, so we expect additional funding in the second</p>	

year of the biennium. We like to present our budget for the fiscal year, however, our contracts operate on different timelines. An annual budget is able to better capture our funding picture.

In School Readiness funds the \$30,000 in our contract for July – Sept will carry over to Oct – June for coordination if it is not spent. The School Readiness funds are going away and that funding will be moved to coordination funds, that are able to be carried over, giving us the most flexibility.

Title IV-Bb2 Funds are bundled into one funding stream in our budget, but we receive them as two separate streams, Federal and State. Federal funds require a general fund match so they cannot be moved to coordination.

For the reimbursable funds, which are the title IV-Bb2 funds and KPI funds, they have not yet been contracted out so they are labeled “Contracts to be Determined”. We have pulled the 4% indirect amount out for LBCC.

The Board asked about how coordination funds will be used. Will this be more internal work or will the Early Learning Hub be using them for external contracts? How does this deliver to our strategic plan? Kristi responded that we do have almost \$100,00 in unallocated coordination funds currently. In the new scope of work, The Early Learning Division added staffing capacity requirements across all Early Learning Hubs, which is why they have shifted funding into coordination. After meeting this staffing requirement, we will consider how the remainder could go out as community dollars.

The Board asked about the budgets for Pollywog and Family Connects. Kristi responded that those contracts are separate and are currently under negotiation with the IHNCCO. Pollywog and Family Connects staff are not included in the budget under discussion today. Kristi affirmed that the Pollywog and Family Connects budgets will be approved by this Board separately

The Board asked about how the reimbursable funds will be reallocated in the future? Kristi said that we will be doing a reset as an Early Learning Hub and working as a Board using the Theory of Change presented by the Early Learning Division to decide what projects and how we want to reallocate those funds in the future. Existing contracts that have ended have no guarantee of funding going forward. This Board will work together to determine our work going forward. The Early Learning Division has just released some additional documents regarding KPI. Kristi is reviewing those documents to see if we can get those funds out sooner. The KPI funds will be out by the end of the year.

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

DIRECTOR'S REPORT, PT 2		LBL Hub Updates													
LBCC has reopened. Kristi is in LM-127 in the office next to LeAnne. The entire Early Learning Hub and Pollywog team is in LM-132. We switched office space with the Parenting Ed & Family Connections to maximize space and plan for expansion.															
We had LBCC Inservice last month. We had a remote staff professional development with Parenting Ed & Family Connections depts. The entire Family Resources and Education department worked with Heidi McGown on the Dare to Lead training. Will continue this as a year-long staff development process. We started this process by identifying a collective vision for FREC, as well as some guiding principles for how we work internally as a unit but also externally with our partners.															
The Board asked about the office hours for the Child Care Resource & Referral office and Jose in Lincoln County. He will remain remote with consistent office hours even as some staff return to the office. Jeff explained that our work is divided between LBCC and our partner agencies. The decisions about opening or not, or when to return in person are shared between partners and locations.															
Jeff shared that since LBCC is the backbone agency for the Early Learning Hub and this year FREC was selected for a program review. This program review asks, "Why are you here and what are your priorities?? Early Learning Hub has a strategic plan and vision that is well defined and determined by this Board. The program review also celebrates what we do well. The program review may affect budget decisions. It also helps LBCC comply with ongoing accreditation standards and helps prioritize what the next few years will look like. One of the LBCC leadership principles is to align planning efforts so that no single effort occurs in isolation. The Dare to Lead curriculum will be included and aligned with the Program review process to strengthen both efforts and avoid duplication of work.															
Kristi discussed the Preschool Promise slot expansion. The Early Learning Hub was asked by the Early Learning Division to do an update of our regional sector plan. This review															

asks if the priority populations and geographic regions need updating. We identified one additional priority population: Children Living in Rural Community. School districts and providers provided feedback for this process. Calling out rural communities is where we see the disparity and limited access in our data book. We chose to add this 6th priority population to meet this need. The projection for our region is 140 – 260 additional Preschool Promise slots. Currently, we have 224. The maximum allocation would more than double the Preschool Promise availability in our region. We will be submitting a slot allocation request next Friday. It went out to partners participating in the regional stewardship committee for feedback and final review. This will double the work for coordinated enrollment and CCR&R to support these programs.

The Board asked do you have physical capacity for these new slot expansions or will existing slots be converted to Preschool Promise slots? Kristi answered that yes, some schools want to add new centers. Some centers may want to convert current slots to Preschool Promise. The Board asked if there be a net increase in preschool slots and can coordination dollars be used for increasing net capacity? Kristi explained that no coordination funds cannot be used in this way but Preschool Promise Start-Up funds do allow for capital improvement. Many other funding streams do not allow for capital improvement and yet this is a big need.

The Board asked if philanthropy could come alongside and provide more support for capital improvement and other challenges. Kristi responded that yes, philanthropy and business investment to help with Preschool Promise and child care. We have seen this occur in our local communities. For example, the Oregon Restaurant and Lodging Association Central Coast Leadership Group invited Kristi to speak to them later this month. They are having these conversations and want to know how they can help their employees find child care. They are asking how they as businesses can be involved in finding solutions. This is an area that the Early Learning Hub wants to move forward in and support. Kristi will bring more updates to the November Board Meeting.

We have renamed the childcare accelerator position. We are looking for a candidate with a business background and the new title Business Liaison will help target qualified candidates. United Way shared the position on their Facebook page and now we have one application in less than two weeks whereas before this we have received one application in nine months with the original title. T

The Early Learning Hub is working with HR around the Data & Evaluation position to make sure it aligns with our new scope of work. Approval has been received from LBCC for that position to be changed and reposted. We are working on gathering a search committee for this position. We need one external member for that committee and Board Members are encouraged to join.

Sandy Chase has retired from ODHS. The new ODHS district manager is in conversation with Kristi about serving on our Board.

The Free Preschool page on the Pollywog website should go live next week. It includes all publicly funded preschool programs in our region, and may also include Relief Tree and Old Mill Center. We would love to include all our partners with publicly funded preschools. Once it is live, it will be shared on basecamp and members are encouraged to share it with families.

DISCUSSION ITEM	Board Member Resignation & Remaining Board Vacancies
<p>Kelly Locey has accepted a new position with Corvallis School District and has resigned from this Board as the Benton County Health representative. We now have vacancies for this position as well as a Linn County Parent representative, Linn County Health representative, Lincoln County Health representative, Lincoln County Parent representative, and a Benton County Housing representative. Board Members were asked to help recruit new members. The Board was asked to review three new member applications. One application was included in the Board packet and two more were added to basecamp after the packet went out.</p> <p>The first application is for a Benton County Health representative. Karol Elizondo was recommended by Kelly as she was transitioning out. Karol works with Benton County health and a home visiting nurse with Family Connects.</p> <p>The Board agreed to take these applications individually as we have two applications for the same seat.</p>	

CONSENT ITEMS	Board Member Application – Benton County Health representative														
<p>The Board was asked to approve the Board Member Application of Karol Elizondo</p> <p>Motion: Bettina Schempf</p> <p>2nd: Tonja Everest</p>															
Brown	Y	N	A	Hall	Y	N	A	Reynolds	Y	N	A	Open	Y	N	A
Davis	Y	N	A	Halliday	Y	N	A	Schempf	Y	N	A	Open	Y	N	A
Dorgan	Y	N	A	Jones	Y	N	A	Sigman	Y	N	A	Open	Y	N	A
Dougherty	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A	Open	Y	N	A
Eldridge	Y	N	A	Manning	Y	N	A	Waller	Y	N	A	Open	Y	N	A
Everest	Y	N	A	Miller	Y	N	A	Wynkoop	Y	N	A	Open	Y	N	A
Farmer	Y	N	A	Reese	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 Karol Elizondo.</p>	

DISCUSSION ITEM	Remaining Board Vacancies – Linn and Lincoln County Health Representatives
<p>Kristi introduced the two applicants for the Linn County Health representative seat. Monica Boylan and Neftali Pizano. Kristi asked if Nef could potentially serve in the Lincoln County seat, as he may be responsible for Samaritan clinics in all three counties including the Women’s clinic in Lincoln City. The Board had a consensus to table the vote until November when more information is available about Nef and the potential to fill both the Linn and Lincoln County Health representative seats with the current Board Member applications.</p> <p>Monica introduced herself to the Board. She is the Maternal Child Health Nursing Supervisor with Linn County and a home visiting nurse with our Family Connects program.</p>	

DISCUSSION ITEM	Declaration of Cooperation & Conflict of Interest Statements
<p>Kristi reminded the Board that the DOC and COI statements are due by the November Board meeting. Some forms have been turned in blank or incomplete. A list will be sent with the next Board packet to let folks know who has turned in all forms. If you have any questions, please reach out to Sam at sam.rounsavell@linnbenton.edu. These are a contract requirement from the Early Learning Division. If there is a reason a Board Member cannot complete the forms, please set up a time to discuss the barriers with Kristi.</p>	

DISCUSSION ITEM	Pollywog Update
<p>LeAnne shared Pollywog updates.</p>	
<p>For the first time, there are more than 2000 individuals (adults and children) in the Pollywog database. We are seeing the most growth in Linn and Benton counties.</p>	
<p>Currently, there are 23 prenatal, 25 parenting ed classes, with 8 in Spanish, offered on the Pollywog website. All prenatal and childbirth classes are being taught remotely. There were 2611 page views for the website in September. We have viewers in Canada, the UK, and Australia. The blog posts are our most viewed pages, with the classes and workshops page also getting a lot of views. Pollywog is still looking for a new blogger, but has also been working with guest bloggers and had a local parent apply.</p>	
<p>The August family newsletter was on Baby Safety Month and had an open rate of 27%</p>	
<p>On the Pollywog Facebook page, our post about child care was the most popular post of September with over 1800 views. This highlights the big need for child care in our area.</p>	
<p>We are beginning to work on the Holiday Resource Guide for 2021. Sam will be contacting all the agencies that have previously been listed and is also looking for new resources to list. Board Members who have any information about holiday resources are encouraged to contact us right away.</p>	
<p>Pollywog was invited to give a presentation at Samaritan Lebanon Hospital to their new nurses. LeAnne was able to talk with 15 new maternity nurses and get them familiar with Pollywog.</p>	
<p>We are in talks with the IHN-CCO to get our traditional health workers contracted through them. Kelly Schell, our new employee in Coordinated Enrollment is a Traditional Health Worker</p>	
<p>The Health Care Integration workgroup is reconvening next Tues. Joelle Archibald will be presenting. She is our Innovator from OHA and will be presenting about the new metrics from OHA to IHNCCO. She will give us a detailed explanation of what is included and how we can help. All Board Members are welcome to attend. In this meeting, we will be discussing our workgroup projects and how we will work together as a group.</p>	
<p>Jeff asked about the Pollywog website class listings. He mentioned that one of the early aspirations for Pollywog was in helping to steer more families to more classes. And help boost enrollment so classes might be offered more often, He asked if that working? LeAnne responded that yes, it is. With Covid, many classes went to remote delivery, and through the Pollywog site, they have attracted parents from the surroundings counties as parents struggle to find Parenting Ed in their own areas. The PSN is working with OCF, Samaritan, and Pollywog to move more Parenting Ed to Lincoln County. Through the Pollywog site, more Benton and Linn county families are joining remote Lincoln County</p>	

classes. It was found that by including families from outside their area, Lincoln County classes were filled and could continue.

Jumpstart is happening on October 28th. The books have not yet shipped but we expect them soon. We have about 50 books unclaimed if anyone would still like to participate.

LeAnne shared that we have several additions to the Pollywog website. The Family Connects page is now live. We have also added google translate to make our site accessible in 10 languages. There is now some additional security to the Pollywog and Early Learning Hub websites, including a CAPTCHA feature to weed out spam. It has made a big difference.

DISCUSSION ITEM	Family Connects Update
	Connie shared Family Connect information. The New Mom's Handbooks are being handed out by Family Connects home visiting nurses.
	Community Alignment is branching out to medical providers. Any warm handoffs that Board Members can provide would be appreciated.
	This past month, Connie gave a presentation to the new Executive Director of ABC House.
	We are looking for a resource to help with car seats. Fire Dept will install and sell car seats for \$30, but parents need to bring their baby. This is not a prenatal resource, and parents are required to have a car seat to bring the baby home from the hospital. This is especially a need in Linn County. If anyone has any ideas or resources to share please email Connie. The Board suggested that ODHS self-sufficiency family coaches could be a possibility.

DISCUSSION ITEM	Coordinated Enrollment Update
	Matt shared that in September there were 63 placements out of 224 total. Currently, we have 200 placed, one more to be filled on Monday. Kelly and Carmen have been a big help and coordination is feeling very stable now.
	Kristi shared that placement looks very different this year. Many programs are full and developing waiting lists. This information is being used to help inform the slot allocation process with the Preschool Promise expansion.
	Board asked if can we handle the Preschool Promise expansion with current staff levels. Kristi responded that we did some proactive staffing to be prepared for expansion next program year. There may need to be some adjustments once the funding comes through.

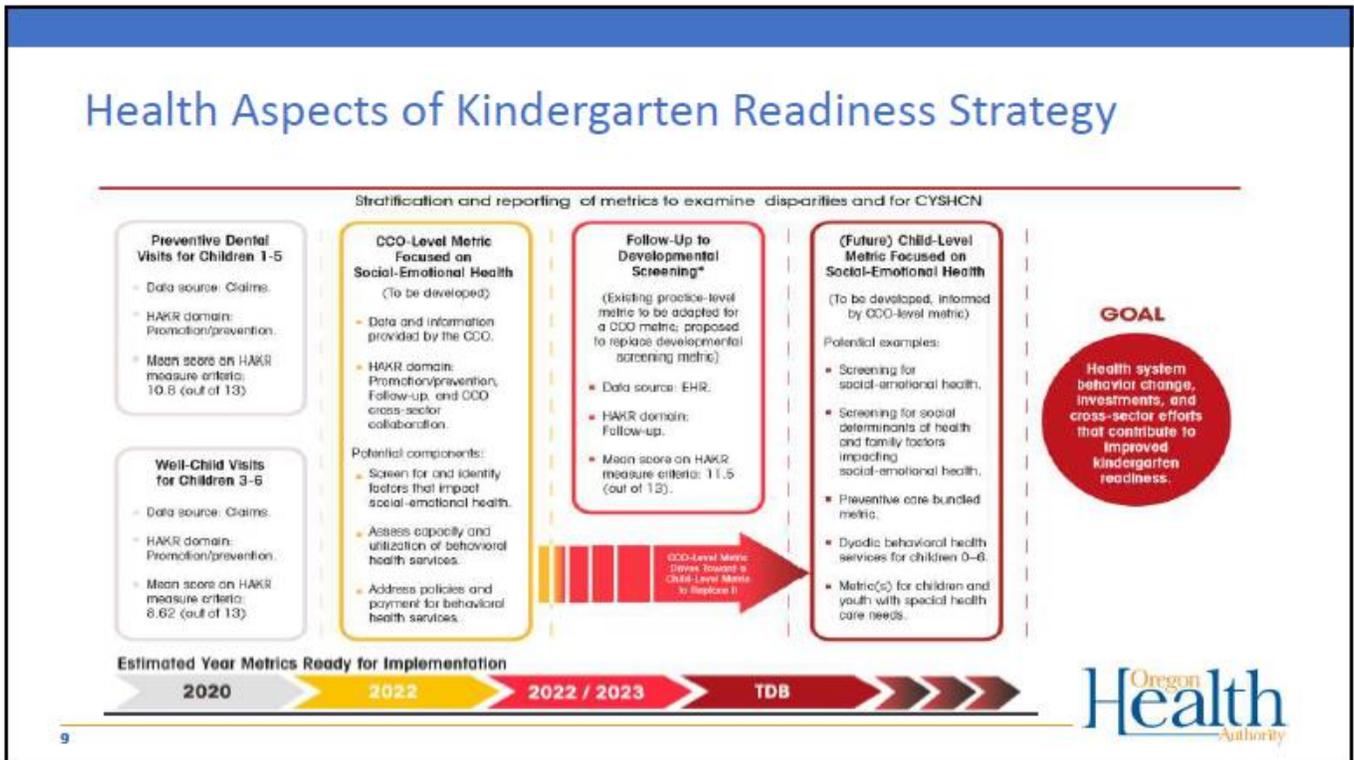
NEXT MEETING	2:00 pm November 4, 2021 Online via Zoom
MEETING ADJOURNED	3:32

Discussion Items

CCO Kindergarten Readiness Metric

Here is a link to the 40 minutes presentation given by Joell E. Archibald, OHA Innovator Agent supporting IHN CCO at our recent Health Care Integration Work Group meeting. She gave an overview of the CCO System Level Social-Emotional Health Measure.

<https://linnbenton.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=e48d46af-9e91-466f-9647-adc60149e4ef>



Glidepath from System-Level Metric to Child-Level Metric

I specifically went in to [child's provider] to say I need him to see a specialist because I don't know what to do at this point. I asked, "Who could you refer me to?" and they said, "We don't have anyone here and I don't really know anyone nearby." I just didn't know what to do at that point.



Year 1

1. Review Social-Emotional Health Reach Metric data
2. Develop Asset Map
3. Community Partner Engagement to identify services and gaps
4. Develop Action Plan



Years 2-3

1. Review Social-Emotional Health Reach Metric data to identify whether Action Plan strategies led to improvement
2. Deepen Asset Map development
3. Deepen Community Partner Engagement
4. Adjust Action Plan targets and strategies



Year 4

Transition to child-level metric with accountability for improving provision of social-emotional health services

Request for Funding

ED 222 Sustainability

Meeting the social and emotional needs of the children in Linn, Benton & Lincoln counties is a high priority. Many early childhood partners are reporting higher incidences of dysregulation and limited skills in the three and four-year olds in their programs. The pandemic limited children's ability to interact with peers and often times left them in the care of family members who were under high stress themselves.

The ECCC, a sub committee of the EL Hub, identified the need for ongoing support and training for social/emotional programming in our Early Learning Programs. As a result, in coordination with LBCC Early Childhood Education program, Family Connections has taught an online three credit class to area providers and their sponsoring organization have supplemented this teaching with onsite coaching for implementation. At this time Family Connections is requesting financial support from the Early Learning Hub to pay for the instruction of this course while the committee seeks ongoing funding from outside sources. The cost of instruction is ~\$3000 per course. Currently this course is offered once a year so new staff will have the professional development needed to meet the social & emotional development needs of our children.

Additional costs provided as in kind by each partner organization includes 10-15 hours of onsite coaching for implementation, college course set up and navigation by Family Connections, and possible release time of staff to participate in this online credit course. Benefits to the provider include standardized teaching practices among teaching teams, increased skill and knowledge in social and emotional best practices, ability to move along the career pathway through increased steps on the OR Professional Development Registry and fulfilling annual training hour requirements for employment. This course aligns with the ECE Pathway for a degree at LBCC and often times is the first time an individual has taken a credit class.

It is the intent of this committee to seek a source of funding outside of the EL Hub to support this course on an ongoing basis.

Board Member Applications

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: [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.



Governing Board Binder

Here is a link to the digital Governing Board Binder

<https://drive.google.com/drive/folders/1DcF2wHv4s8k1auDoPgN-u80AP2kUuSxF>

My Drive > Governing Board Binder

Name ↑

-  Committee Reports

-  Early Learning Division

-  Early Learning Hub Directories

-  Funding & Resources

-  Organizational Structure & Charter

-  Strategic Plan



DOC's & Conflict of Interest Statements



Board Position	Agency	Name	2021 Conflict of Interest Statement	2021 Declaration of Cooperation
Confederated Tribes of Siletz Indians - Standing Position	Confederated Tribes of Siletz Indians	DeAnn Brown		
Fiscal Agent - Standing Position	Linn Benton Community College	Jeff Davis	10/7/2021	
Linn County - Business	Citizens Bank	Sarah Dorgan		
Lincoln County - Early Childhood Education	Samaritan Early Learning Center	Barbara Dougherty		9/13/2021
Linn County - Housing	Community Services Consortium	Dina Eldridge	9/30/2021	9/30/2021
ESD - Standing Position	Linn Benton Lincoln Education Service District	Tonja Everest	9/15/2021	10/8/2021
Benton County - Parent Voice	Parent	Laura Farmer		
Co-Chair, Lincoln County - Human & Social Services	Lincoln County Commissioner	Claire Hall		
Benton County - K-12	Philomath School District	Susan Halliday		
Lincoln County - Housing	Samaritan House	Lola Jones		
Linn County - Early Childhood Education	Kids & Company of Linn County	Stephanie Koehne	9/9/2021	9/9/2021
Benton County - Health	Benton County Health Dept	Karol Elizondo		
Co-Chair, Coordinated Care - Standing Position	Samaritan Health Services	Julie Manning	9/14/2021	9/14/2021

Board Position	Agency	Name	2021 Conflict of Interest Statement	2021 Declaration of Cooperation
Linn County - K-12	Santiam Canyon School District	Todd Miller		
Linn County - Human & Social Services	Mid-Willamette Family YMCA	Chris Reese		
Benton County - Business	The Renyolds Law Firm, PC	Lorena Reynolds		
Benton County - Human & Social Services	Old Mill Center	Bettina Schempf	9/10/2021	9/10/2021
Lincoln County - K-12	Lincoln County School District	Lauren Sigman	10/19/2021	10/19/2021
Benton County - Early Childhood Education	Strengthening Rural Families	Paul Smith		
Lincoln County - Business	Lankmark Professionals Mortgage Company	Rich Waller	9/17/2021	
Child Care Resource & Referral - Standing Position	Linn Benton Community College	Lynette Wynkoop		
Benton County - Housing		<i>open</i>		
Linn County - Parent Voice		<i>open</i>		
Linn County - Health		<i>open</i>		
Oregon Dept of Human Services - Standing Position		<i>open</i>		
Lincoln County - Health		<i>open</i>		
Lincoln County - Parent Voice		<i>open</i>		



POLLYWOG UPDATE 11/4/2021

ANALYTICS:

- There are currently 2,039 individuals (adults and children) in the Pollywog database: (not all have counties listed)
 - Linn County – 755
 - Lincoln County – 55
 - Benton County – 238
 - Multnomah – 4
 - Polk – 11
 - Lane - 6
 - Marion - 10
 - Deschutes - 1
 - Douglas - 1
- Currently there are 19 prenatal and 28 parenting education classes offered on the Pollywog website, with 7 taught in Spanish.
- All prenatal and child birth preparation classes being offered through Samaritan are still being offered remotely, at least through the end of the year.
- Parenting Education classes are a mix of in-person and remote options.
- There were 2,724 pageviews on the website in October (1-26), and they looked like this:

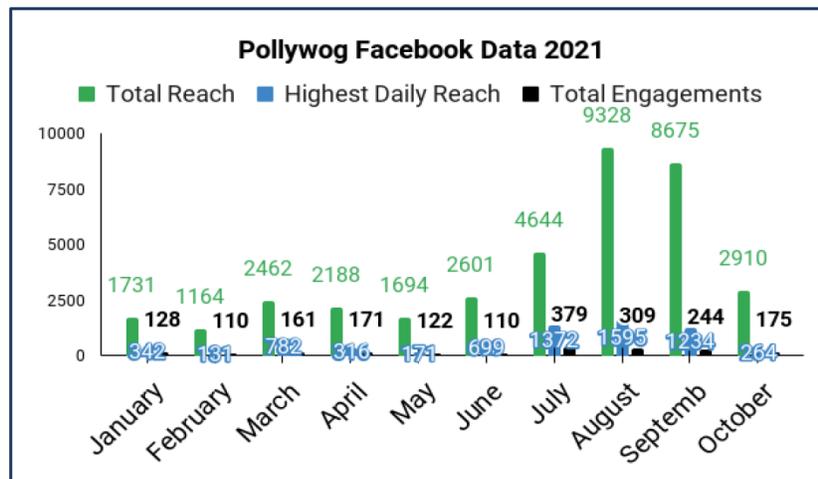


- Our October website audience came from:
 - United States 76%
 - Canada 3%
 - China 2%
 - United Kingdom 2%
 - Ireland 13 Visitors!!



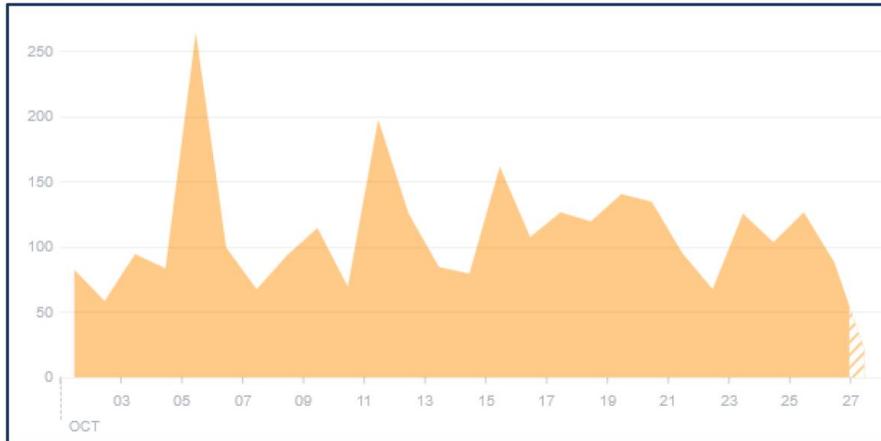
POLLYWOG UPDATE 11/4/2021

- The page that had the most views in October was:
 - Hailey's March 2020 post – 556 views (20% of all readers)
- New "Free Preschool" page had 155 views (6% of all readers)
- New "Family Connects" page had 94 views (4% of all readers)
- While we are waiting on a second permanent blogger, at our last Pollywog Partner Meeting we asked the partners if anyone would be willing to "guest blog" for us:
 - Katy Allaback from GAPS will be our first guest blogger, and she has submitted her first blog, which we will be running soon
 - We also had several other partners offer to write for us
- The October Parent Newsletter was able helping younger siblings when older siblings went back to school:
 - It went out to 644 recipients, in English and in Spanish, and opened by 25.6% of the recipients.
 - English speakers were evenly split with viewing the newsletter on desktop computers and cell phones. For Spanish speakers, it was only read on desktop computers.
- The Pollywog Facebook Data looks like this:



POLLYWOG UPDATE 11/4/2021

- "Reach" for the Facebook page for October looked like this:



- The spike on October 3 was a Sunday Funny:

Neighbor: Hi buddy, how you doing this morning?

My 3 year old: Good. My mom puts heavy things on me at night so I can't move or get out of bed.

@NOT_THEBANNY

A weighted blanket. We gave him a weighted blanket.

- The Sunday Funny was read by 197 people and had 14 engagements.



POLLYWOG UPDATE

11/4/2021

ACTIVITIES:

- The November Parent Newsletter, the Holiday Resource Guide, will be emailed to families beginning on Monday, November 1. Sam has been working tirelessly on it, including cleaning up the formatting and making it more user-friendly. We have been telling partners about it for the last few weeks, and expect it to make a big impact with our families in-need throughout the region.
- Pollywog was invited to attend a "Family Wellness Night" at one of the local Albany Elementary Schools; however, the day before the event, we were informed that we would have to supply background checks and proof of vaccination before we could attend the event. Apparently GAPS set-up some new guidelines, effective October 18, but they didn't get the information out to the individual schools. We declined to participate.
- We submitted the "New Provider Interest" form to Contracting Services at Samaritan Health back on September 1, and we are still waiting to hear back from them about contracting for the work our four new Traditional Health Workers will be providing. I have reached out to our resident Samaritan guru and asked for advice about what to do next, but in the meantime, we're still waiting for a response.

Family Connects



FAMILY CONNECTS UPDATE November 2, 2021

News and Marketing

Clinical Champion

The LBL Family Connects team is excited to finally have a Clinical Champion for our region. Dr. Kenneth Carlson from the Benton County Health Department has agreed to take on this role and work to support the entire Family Connects team. Welcome, Dr. Carlson!

Family Connects in OHA Coronavirus Update

OHA is working on promoting Family Connects state-wide in a variety of ways. One new way was the daily Coronavirus Update from OHA on October 22, 2021. The email explained how families can enroll, what resources are available, and a link to the Family Connects Oregon website.



Oct. 22, 2021

Family Connects provides free support for families with newborns

Bringing home a newborn is a joyful experience, but it can also be overwhelming. Family Connects Oregon offers free, voluntary nurse home visiting services to all families with newborns across the state.

Services provided by Family Connects are focused on improving outcomes in child health, child development and school readiness, family economic self-sufficiency, maternal health and positive parenting.





Ongoing

Community Alignment

Informational presentations are scheduled with Samaritan physicians' groups. We hope to have a standing order for Family Connects available to physicians before the presentations so there is a seamless transition from learning about Family Connects to referring patients to it.

GAPS Preschools have completed their paperwork and will soon be available to send and receive referrals in Pollywog.

OHA's Family Connects Requirements for CCO's CY 2022 Released

A recent bulletin from OHA provided guidance and contract requirements for CCO's for CY 2022. It included details about the CCO's role in implementing Family Connects in the communities they serve. This is great news for our local Family Connects team as we move to a more provider-focused system of community alignment. Our local CCO, Inter-Community Health Network via Samaritan Health Services, is ready to help our local Family Connects team connect with their patients.

Program Data

With October data in the process of being input and finalized, we will have six months of Family Connects program data. Please look for this update in the next monthly program update.

Coordinated Enrollment



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

Coordinated Enrollment Update

Nov 4, 2021

PSP Application Status		Notes:
Applications received through Laserfiche Online PSP Application	200	Number of applications received as of June 23 rd to present
Eligible children (<i>new</i>)	163	Percentage of Federal Poverty level. Out of 163 “ <i>new</i> ” eligible children: <ul style="list-style-type: none"> • 31 are under 100% FPL • 12 are between 100-130% FPL • 120 are above 130% FPL
Number of open slots	14	*A total of 210 children have been placed, leaving 14 slots open: <ul style="list-style-type: none"> • 14 open slots in Lincoln County
PSP Providers at 100% capacity	14	14/17 PSP providers are fully enrolled

