



Early Learning Hub

of Linn, Benton & Lincoln Counties

Governing Board Packet September 2022

Governing Board
Early Learning Hub
September 1, 2022
lblearlylearninghub.org

Packet Overview

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

1. Agenda
2. Fiscal Report – July financials and financial narrative are included.
3. Consent Items – August Meeting Minutes
4. Discussion Items
 - a. EL Hub Charter Revision – Approval Needed
 - b. 2021-2022 Actuals & 2022-2023 Budget, Matt Grams – Approval Needed
 - c. Program Updates – Informational
 - i. Jump Start – Sam Rounsavell
 - ii. Business Liaison – Bryan Steinhauser
 - iii. Pollywog Update, LeAnne Trask
 - iv. Family Connects Update, Connie Adams
 - v. Coordinated Enrollment Update, Antonia Huerta
5. Addendum
 - a. Revised agenda
 - b. Board Member resignation

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Agenda

Governing Board Members

Claire Hall, Co-Chair
Lincoln County Commissioner

Melissa Kavoran, Co-Chair
InterCommunity Health Network

DeAnn Brown
Confederated Tribes of Siletz Indians

Belit Burke
Department of Human Services

Jeff Davis
Linn-Benton Community College

Barbara Dougherty
Samaritan Early Learning Center

Karol Bizondo
Benton County Health Department

Torja Everest
Linn Benton Lincoln
Education Service District

Laura Farmer
Parent

Susan Halliday
Philomath School District

Crystal Harris
Payne West Insurance

Lola Jones
Samaritan House

Stephany Koehne
Kids & Company of Linn County

Steve Martinelli
Scio School District

Neffali Pizano
Samaritan Health Services

Chris Reese
Mid-Willamette Family YMCA

Bettina Schempt
Old Mill Center

Lauren Sigman
Lincoln County School District

Paul Smith
Strengthening Rural Families

Rich Waller
Landmark Professional Mortgage
Company

Lynnette Wyrkoop
Child Care Resource & Referral



September 1, 2022
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 – Zoom Participants List
- II. Special Presentation – Parenting Education, Mike Jerpbak
- III. Director's Report
- IV. Fiscal Report
- V. Consent Items
 - a. August Meeting Minutes
- VI. Discussion Item
 - a. ELHub Charter Revision – Approval Needed
 - b. 2021-2022 Actuals & 2022-2023 Budget, Matt Grams – Approval Needed
 - c. Program Updates – Informational
 - i. Jump Start – Sam Rounsavell
 - ii. Business Liaison – Bryan Steinhäuser
 - iii. Pollywog Update, LeAnne Trask
 - iv. Family Connects Update, Connie Adams
 - v. Coordinated Enrollment Update, Antonia Huerta
- VII. Public Comment
- VIII. Next Meeting – October 6th – 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 fallback voting process, the individual with the conflict of interest may not participate in that final vote.

Fiscal Report

July Financial Narratives



Finance

July 2022

MONTH-END DETAILS

Revenue:

In the month of July, we received \$8,333 for Pollywog, \$8,333 for Family Connects, and \$32,822 for Coordination.

Expenditures:

The only expenditures were wages, benefits and minimal supplies.

Other Information:

We have started the process for amending the KPI and Title VI-B2 MOUs for the new fiscal year. We have 4 partners with Title VI-B2 and 12 partners with KPI.

July 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 July 2022

Revenues	Budget	Current Month	YTD	Balance	% Rcvd
Grant Resources					
Pollywog	\$ 279,440.38	\$ 8,333.33	\$ 137,773.67	\$ 141,666.71	49%
Pollywog - IHN-CCO Carryover	\$ 15,313.34	\$ -	\$ 15,313.34	\$ -	100%
Family Connects	\$ 200,000.00	\$ 8,333.33	\$ 108,333.31	\$ 91,666.69	54%
State Resources					
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%
Coordination	\$ 862,391.27	\$ 32,822.00	\$ 470,725.27	\$ 391,666.00	55%
Coordinated Enrollment	\$ 470,750.00	\$ -	\$ 240,250.00	\$ 230,500.00	51%
Parent Leadership	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	0%
Reimbursement Grants					
Dept. of Education - Title IV-B2	\$ 235,788.00	\$ -	\$ 30,618.00	\$ 205,170.00	13%
Dept. of Education - Kindergarten Partnership & Innovation	\$ 623,365.00	\$ -	\$ 237,758.73	\$ 385,606.27	38%
Total All Resources	\$ 2,897,570.65	\$ 49,488.66	\$ 1,421,294.98	\$ 1,476,275.67	49%

Expenditures	Budget	Current Month	YTD	Balance	% Used
Grant Expenditures					
Pollywog Program	\$ 294,753.72	\$ 11,073.15	\$ 275,945.33	\$ 18,808.39	94%
Family Connects	\$ 200,000.00	\$ 8,849.58	\$ 111,691.85	\$ 88,308.15	56%
State Expenditures					
Coordination	\$ 1,042,913.93	\$ 42,127.68	\$ 406,258.92	\$ 636,655.01	39%
Coordinated Enrollment	\$ 470,750.00	\$ 19,369.45	\$ 249,869.46	\$ 220,880.54	53%
Parent Leadership	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	0%
Reimbursement Grants					
Title IV-B2 Funds	\$ 235,788.00	\$ -	\$ 30,618.00	\$ 205,170.00	13%
Kindergarten Partnership & Innovation	\$ 623,365.00	\$ -	\$ 237,758.73	\$ 385,606.27	38%
Total All Expenditures	\$ 2,897,570.65	\$ 81,419.86	\$ 1,312,142.28	\$ 1,555,428.36	45%

Ending Balance \$ -

Revenues
Other Resources (funds not located at LBCC)

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

Consent Items

August Meeting Minutes

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

MEETING COMMENCED	2:00 pm, August 4, 2022 Online via Zoom
MEETING CALLED BY	Melissa Isavoran
PRESENTER	Mary Bach-Jackson, Geographic Information System Analyst, Oregon Cascades West Council of Governments Jenny Glass, Community, and Economic Development Director, Oregon Cascades West Council of Governments
STAFF MEMBERS PRESENT	Kristi Collins, Matt Grams, Antonia Huerta, Jinguang Lin, Sam Rounsavell, Carmen Santacruz, Kelly Schell, Bryan Steinhauser, LeAnne Trask
VERSION	Draft
RECORDED	Yes

Agenda topics

ROLL CALL	
Belite Burke, Jeff Davis, Barbara Dougherty, Karol Elizondo, Tonja Everest, Laura Farmer, Melissa Isavoran, Stephany Koehne, Steve Martinelli, Nef Pizano, Bettina Schempf, Lauren Sigman, Paul Smith, Rich Waller, Lynnette Wynkoop	

SPECIAL PRESENTATION	Child Care Maps, Mary Bach-Jackson & Jenny Glass, OCWCOG
<p>Mary introduced herself. She is a geographic information system (GIS) analyst with the Oregon Cascades West Council of Governments (OCWCOG) and a former teacher. She developed the child care maps as part of a final project for her training. Mary shared the background of the OCWCOG Child Care Initiative, some of its research highlights, and the child care maps she created to visualize the data. She explained the decisions and assumptions made in creating the maps and some of the challenges of gathering the data.</p> <p>The Board noted that discussing plans to measure these data points over time would be helpful. The data presented are from the 2020 census.</p> <p>The Board asked about the OCWCOG's plans to support child care providers. Jenny shared that she is part of an Economic Development workgroup that strategizes on different funding opportunities, policy advocacy, and education of local officials on the needs for child care solutions. The goal of that group is to add capacity to the region's early child care and education.</p> <p>The Board asked about the possibility of including income bracket data. Working parents in lower income brackets have more barriers to affordable, high-quality child care. Mary responded that that data is available, and there are many ways to stratify it and marry it with other data. It will be interesting to continue these conversations and analyses.</p>	

Kristi shared that when she saw the shortfall of almost 6000 childcare slots and considered the required provider-to-child ratios, she calculated that this region would need 600 early childhood educators to enter the workforce to address this shortfall. The root causes of this shortfall must be analyzed from all angles and addressed to create the necessary workforce development. It was noted that this issue is not just in our region but statewide and needs a statewide approach for sustainable solutions.

DIRECTOR'S REPORT | LBL Hub Updates

Kristi gave an update on the Regional System Assessment required by the Early Learning Division (ELD). Our Hub is further ahead than many others with this work. Kristi has been talking to ELD about how we can continue the momentum of our work and still meet the deliverables in our contract without asking partners to come together and redo work that has been in progress for a long time. The ELD answered that our Hub should do the activities that will bring us value and skip the activities we have already completed in other work. We will also be using the data we already have and looking at that through the lens of ecosystem conditions. Ecosystem conditions are the new language in the ELD toolkit and a new way to look at what we've done and how they show up in our region. After talking to coach Heidi, we want our Regional Assessment to focus on where policies create the barriers, even when those policies come from the state. We want to call out what is getting in the way of moving this work forward. This Regional Systems Assessment work will be brought into the ECCC & P-3 workgroup for discussion.

Kristi mentioned that Raise Up Oregon is getting ready to go through a revision process. The strategic plan ends in 2023. So, the ELD is starting to analyze where there has been movement, where they've made progress, and are adding \$10,000 to Early Learning Hub contracts for us to do listening sessions throughout our region. More information will be available in a webinar scheduled on August 11th. Hubs are being asked to conduct both partner and family listening sessions. Hubs may convene the partner listening sessions and then contract with partner organizations that directly serve families to coordinate family listening sessions.

At the last Board meeting, the Lincoln County PAT program application and the need for home visiting were discussed. Kristi and Bettina met earlier this week with Lincoln County Health Department to discuss the history of Health Families in Lincoln County and the next steps for trying to bring it back. The Health Department will reach out to the Early Learning Division to get more details and information. It's our understanding that they're already putting in for the legislative session to bring those funds back to Lincoln County. So, there is momentum on this project.

Kristi shared that the Early Learning Hub Association is moving forward. The legal team meeting had to be rescheduled due to technical difficulties. The first meeting will be to establish the officers. Kristi has been asked to serve as Association Secretary. Officer terms are currently six months. The Network of Hubs has been working closely with the Head Start Association to discuss a stand-up timeline and how to collaborate our lobbying efforts with Relief Nurseries and other organizations like Children's Institute. The network of Hubs has been doing the work of setting up an Association in collaboration with the Early Learning Division and is hoping to support them with our lobbying efforts.

FISCAL REPORT	Matt Grams
Matt presented the revenue, expenditures, and miscellaneous reports for June 2022.	

CONSENT ITEMS	June 2022 Meeting Minutes
The Board was asked to approve the June 2022 meeting minutes.	
Motion: Laura Farmer	
2 nd : Bettina Schempf	

Brown	Y	N	A	Hall	Y	N	A	Pizano	Y	N	A	Wynkoop	Y	N	A
Burke	Y	N	A	Halliday	Y	N	A	Reese	Y	N	A	Open	Y	N	A
Davis	Y	N	A	Harris	Y	N	A	Reynolds	Y	N	A	Open	Y	N	A
Dougherty	Y	N	A	Isavoran	Y	N	A	Schempf	Y	N	A	Open	Y	N	A
Elizondo	Y	N	A	Jones	Y	N	A	Sigman	Y	N	A	Open	Y	N	A
Everest	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A	Open	Y	N	A
Farmer	Y	N	A	Martinelli	Y	N	A	Waller	Y	N	A	Open	Y	N	A

VOTING RESULTS	Individual Votes cast by Board Members (Yes, No, Abstain)
Abstentions: Lynnette Wynkoop, Stephany Koehne	
The Board voted to approve the minutes.	

DISCUSSION ITEM	Young Roots proposal for Strategy 9.2 RFA/Title IV-B2 Funds
The Young Roots was asked to revise and resubmit their application for the Strategy 9.2 RFA/Title IV-B2 Funds. Kristi has had a conversation with Young Roots, and this revised proposal is focused on a project that can be accomplished in a year. They would like to expand their Young Roots mentoring program. This program works with young parents under the age of 24, helps them with resources and mentoring, and provides child care to increase participation.	
Kristi mentioned that the allowable 6% funding for indirect was not included in the proposal, and it is recommended that we add that to this proposal if the Board takes action on this item. The Board agreed to this recommendation.	

DISCUSSION VOTE	Young Roots proposal for Strategy 9.2 RFA/Title IV-B2 Funds
The Board was asked to approve the Young Roots proposal for Strategy 9.2 RFA/Title IV-B2 Funds with an additional 6% for indirect funds.	
Motion: Stephany Koehne	
2 nd : Paul Smith	

Brown	Y	N	A	Hall	Y	N	A	Pizano	Y	N	A	Wynkoop	Y	N	A
Burke	Y	N	A	Halliday	Y	N	A	Reese	Y	N	A	Open	Y	N	A
Davis	Y	N	A	Harris	Y	N	A	Reynolds	Y	N	A	Open	Y	N	A
Dougherty	Y	N	A	Isavoran	Y	N	A	Schempf	Y	N	A	Open	Y	N	A
Elizondo	Y	N	A	Jones	Y	N	A	Sigman	Y	N	A	Open	Y	N	A
Everest	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A	Open	Y	N	A
Farmer	Y	N	A	Martinelli	Y	N	A	Waller	Y	N	A	Open	Y	N	A

VOTING RESULTS	Individual Votes cast by Board Members (Yes, No, Abstain)
Abstentions: None	
The Board voted to approve the Young Roots proposal for Strategy 9.2 RFA/Title IV-B2 Funds with an additional 6% for indirect funds.	

DISCUSSION ITEM	EL Hub Charter Revision – Guiding Principals
Kristi shared that some changes needed to be made to the language in the charter to better align with the new early learning hub contracts, the scope of work, and the early learning system's Theory of Change. She suggested changing the language in the Guiding Principles, section 3, around Collective Impact to Theory of Change.	

DISCUSSION VOTE	EL Hub Charter Revision – Guiding Principals
The Board was asked to approve the language revision in the Guiding Principles of the EL Hub Charter.	
Motion: Bettina Schempf	
2nd: Jeff Davis	

Brown	Y	N	A	Hall	Y	N	A	Pizano	Y	N	A	Wynkoop	Y	N	A
Burke	Y	N	A	Halliday	Y	N	A	Reese	Y	N	A	Open	Y	N	A
Davis	Y	N	A	Harris	Y	N	A	Reynolds	Y	N	A	Open	Y	N	A
Dougherty	Y	N	A	Isavoran	Y	N	A	Schempf	Y	N	A	Open	Y	N	A
Elizondo	Y	N	A	Jones	Y	N	A	Sigman	Y	N	A	Open	Y	N	A
Everest	Y	N	A	Koehne	Y	N	A	Smith	Y	N	A	Open	Y	N	A
Farmer	Y	N	A	Martinelli	Y	N	A	Waller	Y	N	A	Open	Y	N	A

VOTING RESULTS	Individual Votes cast by Board Members (Yes, No, Abstain)
Abstentions: None	
The Board voted to approve the language revision in the Guiding Principles of the EL Hub Charter.	

DISCUSSION ITEM	Board Member Resignation & Vacant Seats
Dina Eldridge has resigned from the Board. She can no longer participate from CSC as the Linn County Housing representative.	
Kristi reminded the Board of the current vacancies. The Parent Voice seats will be filled with the Parent Leadership Councils members. If any Board member has a parent to recommend, please share that with Kristi.	
The Board asked if stipends were provided for Parent Voice members. Kristi answered that gift cards are offered for Early Learning Hub parent representatives to offset childcare, transportation, internet, and whatever support they need to participate. There was a discussion of potential tax implications for parent participants receiving stipends. It was suggested that compensation might need to be under \$600 to avoid needing to report the funds on taxes.	

PROGRAM UPDATE	Jumpstart Update
Sam shared information about Jumpstart's Read for the Record campaign this year.	
Kristi asked Steve to share this invitation with the K-3 classrooms.	

PROGRAM UPDATE	Business Liaison Update
Bryan shared progress updates on the Business Outreach Initiative work.	

PROGRAM UPDATE	Pollywog Update
LeAnne shared the Pollywog updates and analytics for the database, website, newsletter, and social media. She was very excited to announce there is one prenatal class being taught in Spanish this fall. Childcare and Preschool were the top requests from families for Pollywog.	
Connie has added new Lincoln and Benton county partners. Pollywog currently has 33 Linn County Partners, 22 Lincoln County Partners, and 26 Benton County Partners. We are happy about this significant increase in partners.	
Kelly is transitioning to a position as a Pollywog consultant. She will be answering the Pollywog phone and working with families.	

PROGRAM UPDATE	Family Connects Update
LeAnne shared the Family Connects Community Alignment annual report that Connie created for Family Connects International.	
LeAnne and nine other people from our region have been participating in the Family Connects Rules Advisory Committee. The final rule was approved, and the funding will be available on the first of January.	
<p>This email came out from the Rules Advisory Committee today: The Amendments to the Oregon Administrative Rules (OARs) for the "Universally Offered Newborn Nurse Home Visiting Program" chapter 333, division 6 have been finalized. The rules were filed and are effective July 29, 2022.</p>	
<p>Of note, OAR 333-006-0170 which permitted use of telehealth services during a declared public health emergency was repealed. OAR 333-006-0120 was amended and now includes this language: <i>(8) If a family declines home visiting services in their home, an alternate location may be offered, and telemedicine services must be offered and delivered in accordance with ORS 743A.058. Declination of home visiting services in the home must be documented in the client's medical record.</i></p>	
<p>In practice, the rules require that all families be offered a Family Connects Integrated Home Visit (IHV) in the home. If the family declines the visit, another location (e.g. office) can be offered and a telemedicine visit must be offered. These rules are in alignment with the Family Connects May 2022 COVID 19 Updated Guidance that requires a virtual visit be offered to families who are not yet comfortable with an in-home visit. The rules are specific to the Universally Offered Newborn Nurse Home Visiting Program (Family Connects Oregon) and do not apply to the other Public Health Nurse Home Visiting Programs (Babies First!, CaCoon, Nurse Family Partnership).</p>	
<p>For more information, please contact Joan Mullen Woods at Oregon.UOHV@dhsosha.state.or.us.</p>	

Board Member Melissa Isavoran has been invited to sit on a Universal Home Visiting committee with the state because of her ties to the Early Learning Hub.

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.</p> <p>Antonia, Carmen, and Kelly have been distributing Preschool Promise promotional materials around Linn and Benton counties at sites including the Health Departments, WIC offices, and other places in the community. These locations were selected because most of the current openings are in Albany.</p> <p>An onsite Preschool Promise recruitment event will be happening in Alsea in August. The date has not yet been set. They look forward to meeting families in person to answer questions and assist with applications.</p> <p>The Preschool Promise RFA is out from the Early Learning Division, and an expansion of 260 slots is coming to our area soon. The Early Learning Hub is hoping to start the year with full classrooms and then fill vacancies and expansion slots as they occur.</p>	

DISCUSSION ITEM	In-Person Board meetings
<p>Kristi shared that the goal is to have the Board return to in-person meetings at the February Board Retreat gathering.</p>	

NEXT MEETING	2:00pm, September 1, 2022 Online via Zoom
MEETING ADJOURNED	3:18 pm

Discussion Items

EL Hub Charter Revision

Charter Revisions

This month we will be reviewing the final remaining sections of our charter. The primary areas are related to our Governance Structure and Working Groups.

I have highlighted the areas that we will be discussing during our meeting. You will notice that changes have been made to the Governance Structure that align with our new contract requirements. For those of you not as familiar with the previous version, below is a screen shot of the original language in our charter.

Article IV - Governance Structure

The governance structure of the Hub will include the following four components:

- 1) Lead Agency
- 2) Backbone Alliance
- 3) Governing Board and its Standing Committees
- 4) Advisory/Working Groups

After this month's changes are incorporated into the document, the final Draft will be posted to BaseCamp for feedback with the goal of adopting the new Charter at our October meeting.

2021-2022 Actuals & 2022-2023 Budget

Early Learning Hub of Linn, Benton, & Lincoln Counties
Early Learning Hub - 2021 - 2023 Budget

Revised 08/22/22

Resources	<u>July 1, 2021</u> <u>to June 30,</u> <u>2022</u>	<u>July 1, 2022</u> <u>to June 30,</u> <u>2023</u>	<u>Biennium</u> <u>Totals</u>
Revenues			
State Resources			
Coordination Carry-Over	\$ 180,522.66		\$ 180,522.66
School Readiness carry-over into Coordination	\$ 30,618.00		\$ 30,618.00
Transfer from KPI	\$ 35,711.27		\$ 35,711.27
Dept. of Education - ELD - Coordination	\$ 117,279.31	\$ 648,164.69	\$ 765,444.00
Coordinated Enrollment	\$ 230,500.00	\$ 240,250.00	\$ 470,750.00
Parent Leadership		\$ 30,000.00	\$ 30,000.00
Reimbursement Grants			
Dept. of Education - Kindergarten Partnership & Innovation	\$ 84,039.73	\$ 385,606.27	\$ 469,646.00
Kindergarten Partnership & Innovation - (Summer Only)	\$ 153,719.00		\$ 153,719.00
Title IV-B2 (Family Support)	\$ 30,618.00	\$ 205,170.00	\$ 235,788.00
Total Resources	\$ 863,007.97	\$ 1,509,190.96	\$ 2,372,198.93

Expenditures

Coordination

Personnel Costs

Employee Salary	\$ 175,958.76	\$ 295,375.92	\$ 471,334.68
Employee Benefits	\$ 112,856.92	\$ 177,663.48	\$ 290,520.40
Total Employee Costs	\$ 288,815.68	\$ 473,039.40	\$ 761,855.08

Supplies & Materials

Equipment	\$ 597.45	\$ 1,000.00	\$ 1,597.45
Supplies	\$ 17,162.22	\$ 15,000.00	\$ 32,162.22
Remote Communication Technology	\$ 9,977.17	\$ 10,000.00	\$ 19,977.17
Total Supplies & Materials Cost	\$ 27,736.84	\$ 26,000.00	\$ 53,736.84

OCF Funds	\$ 19,410.54	\$ -	\$ 19,410.54
Travel Cost	\$ 497.04	\$ 2,000.00	\$ 2,497.04
School Readiness Costs	\$ 5,611.73	\$ -	\$ 5,611.73

<u>Unallocated Funds and/or Carryover</u>	\$ -	\$ 126,890.87	\$ 126,890.87
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Coordinated Enrollment

Personnel Costs

Employee Salary	\$ 116,386.68	\$ 107,749.20	\$ 224,135.88
Employee Benefits	\$ 88,360.90	\$ 82,899.48	\$ 171,260.38
Total Employee Costs	\$ 204,747.58	\$ 190,648.68	\$ 395,396.26

Materials & Supplies	\$ 4,088.35	\$ 4,777.25	\$ 8,865.60
Marketing/Outreach	\$ 4,590.00	\$ 18,000.00	\$ 22,590.00

<u>Unallocated Funds and/or Carryover</u>		\$ 9,027.78	\$ 9,027.78
Indirect to LBCC, 8% of Coordination Funds	\$ 17,074.07	\$ 17,796.30	\$ 34,870.37

Total Coordinated Enrollment Expenditures	\$ 230,500.00	\$ 240,250.00	\$ 470,750.00
Ending Coordinated Enrollment Balance	\$ -	\$ -	\$ -

Administrative Cost

Indirect to LBCC, 8% of Coordination Funds	\$ 22,059.41	\$ 50,234.42	\$ 72,293.83
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Total Coordination Expenditures	\$ 594,631.24	\$ 918,414.69	\$ 1,513,045.93
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Ending Coordination Balance	\$ -	\$ -	\$ -
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Title IV-B2 Funds (873)

Old Mill Center		\$ 18,000.00	\$ 18,000.00
Family Tree Relief Nursery		\$ 30,000.00	\$ 30,000.00
Pollywog	\$ 29,440.38	\$ 60,000.00	\$ 89,440.38
Young Roots		\$ 35,635.08	\$ 35,635.08
Contracts TBD		\$ 53,643.77	\$ 53,643.77
Indirect to LBCC, 4% of Title IV Funds	\$ 1,177.62	\$ 7,891.15	\$ 9,068.77
Total IV-B2 Cost	\$ 30,618.00	\$ 205,170.00	\$ 235,788.00

Ending Title IV-B2 Funds Balance	\$ -	\$ -	\$ -
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Kindergarten Partnership & Innovation (875)

Alea	\$ -	\$ 13,864.00	\$ 13,864.00
Central Linn	\$ -	\$ 13,599.00	\$ 13,599.00
Corvallis SD	\$ -	\$ 59,924.00	\$ 59,924.00
Greater Albany Public Schools	\$ -	\$ 74,800.00	\$ 74,800.00
Harrisburg SD	\$ 2,991.84	\$ 25,702.16	\$ 28,694.00
Lebanon SD - Boys & Girls Club	\$ 18,082.16	\$ 28,533.84	\$ 46,616.00
Lincoln County SD	\$ 8,983.42	\$ 47,357.58	\$ 56,341.00
Monroe SD	\$ -	\$ 19,963.00	\$ 19,963.00
Philomath SD	\$ 17,150.00	\$ 15,760.00	\$ 32,910.00
Santiam Canyon SD	\$ 26,489.00	\$ 22,891.00	\$ 49,380.00
Scio SD	\$ 7,234.69	\$ 25,543.31	\$ 32,778.00
Sweet Home	\$ -	\$ 17,266.00	\$ 17,266.00
Contracts TBD		\$ 5,571.40	\$ 5,571.40
Indirect to LBCC, 4% of Title IV Funds	\$ 3,108.62	\$ 14,830.98	\$ 17,939.60
Total Kindergarten Partnership & Innovation Cost	\$ 84,039.73	\$ 385,606.27	\$ 469,646.00

Kindergarten Partnership & Innovation (875) (Summer Only)

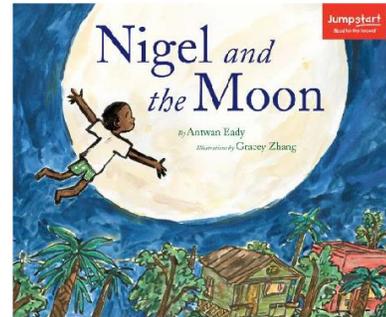
Cascades Elementary	\$ 2,200.00		\$ 2,200.00
Greater Albany Public Schools	\$ 25,300.00		\$ 25,300.00
Greater Santiam - Boys & Girls Club	\$ 2,750.00		\$ 2,750.00
Lincoln County SD	\$ 42,893.40		\$ 42,893.40
Monroe SD	\$ 6,270.00		\$ 6,270.00
Philomath SD	\$ 7,150.00		\$ 7,150.00
Pioneer School	\$ 2,117.50		\$ 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	\$ -	\$ -	\$ -
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Jump Start

Jumpstart

Read for the Record



happens on Thursday, October 27, 2022.

In 2021, amid pandemic restrictions and delays, the Early Learning Hub provided books to 40 agencies that helped almost 1,000 local children Read for the Record. The 2022 book became available in June, and to date, we have received requests from 55 agencies for 230 English and 124 Spanish books. This includes 13 local K-12 teachers who have signed up since our last Board meeting. **Thank you for the outreach, Board Members!**



THANK
YOU!

Business Liaison



Business Outreach Initiative

Business Liaison

August 2022 Progress Update on the Business Outreach Initiative (BOI):

Accomplishments:

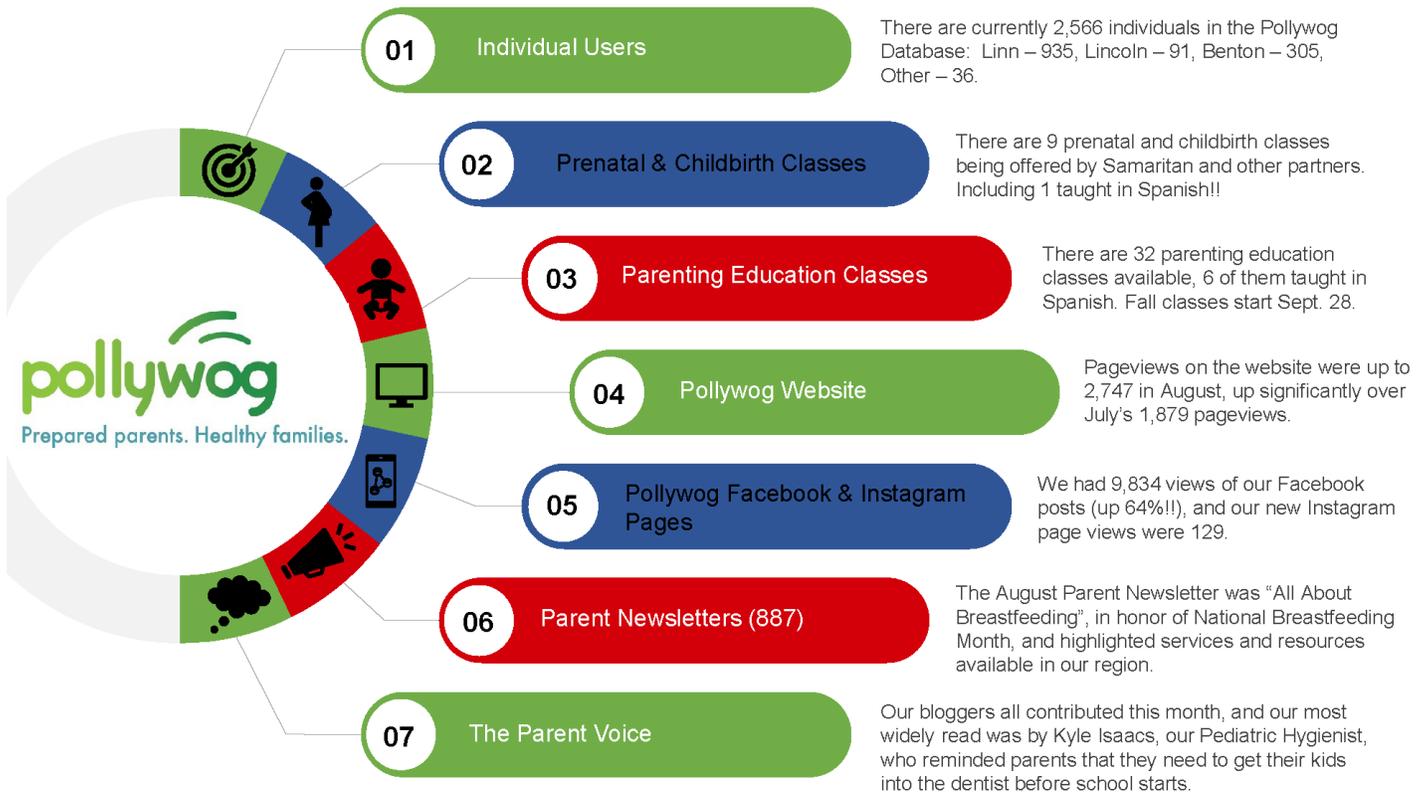
- Alpha tested Phase 2 surveys, revisions complete
- Increased child care ally networking with meetings with Dean Craig of WWP, Paul Smith of SRF, Blake Pang of UW, Alma Baxter of DHS, Stephany Koehne of K&C, Rebecca Grizzle of Lebanon Chamber of Commerce, Janet Steele of Albany Chamber of Commerce, Kathryn Duvall of City of Corvallis
- Finalized charitable options, to use United Way to bank and distribute most contributions and use LBCC Foundation for education-specific contributions

Near-term goals:

- Spanish translation of Phase 2 employee parent/guardian surveys
- Mass print order of phase 2 surveys for employers whose employees don't have access to the internet
- Finish edits of all phase 1 and 2 documentation, and then schedule BOI beta test run with Hollingsworth and Vose (who volunteered)
- Scheduling Lebanon Chambers of Commerce "greeter" meeting for BOI presentations (late September)
- Waiting on intros with Corvallis and Philomath Chambers of Commerce
- Waiting on meeting to be scheduled regarding Lincoln County Child Care Conversation (Kaety Jacobson wants to deconflict initiatives)
- Exploring a "Quick Win" project focusing on Samaritan Health. Will need to make an introduction with Kelly Kaiser (Chief Administrator Officer) or her proxy to discuss recent revelations about a desire to implement an internal project to improve employee child care prospects. Potential partnership with other willing businesses (OSU, HP, Hollingsworth, and Vose).

Pollywog Update

1 September 2022



23 Database Floating Users

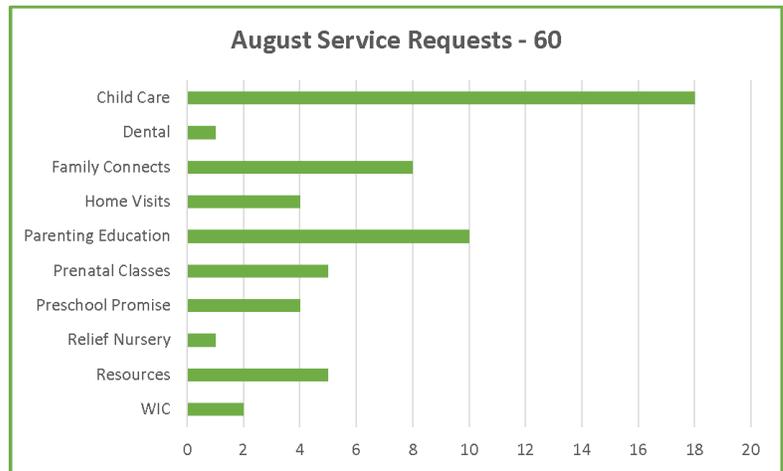
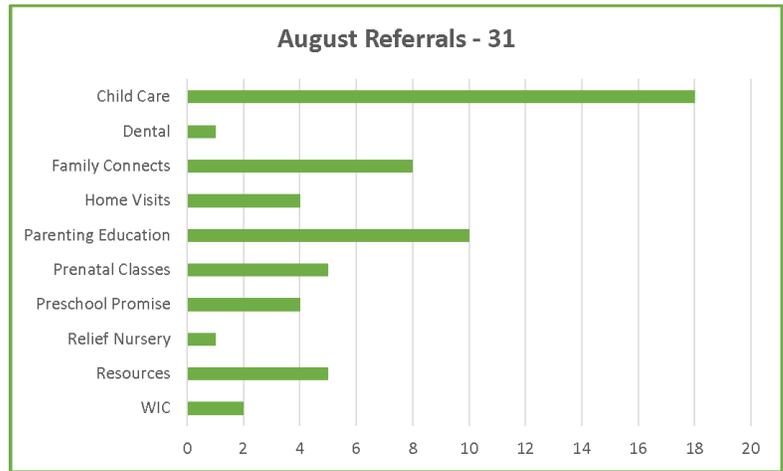
8 Database Dedicated Users



33 Linn County Partners

22 Lincoln County Partners

26 Benton County Partners



Family Connects



Family Connects Update, September 2022

Program Updates

The Maternal and Child Health (MCH) section of OHA is making progress in proposing and passing rules related to specific details of Family Connects operations, as required by the passage of SB 1555. These rules are needed for reimbursement from private insurance companies for Family Connects visits.

The Rules Advisory Committee (RAC) created to discuss and implement these rules was comprised of representatives from insurance companies, Early Learning Hubs, county health departments, community organizations, Tribal leaders, and members of the community.

The first set of rules, numbers 333-006-0000 through 333-006-0160, was completed as of 7/29/22. They state that the definition of Newborn Nurse Home Visiting Services includes all program costs, and specific rules about the use of telemedicine for these types of visits.

The second set of rules, numbers 333-006-0180 through 333-006-0190, is currently in process. This set relates to the method of reimbursement, the description of what visits are covered at which rates, and the method for rates determination. Following a Public Hearing for comments on these rules on 9/22/22, and acceptance of any written comments by 9/27/22, OHA will respond with a report and hopes to file the rules with the Secretary of State by mid-October. Both sets of rules will take effect on 1/1/2023.

Between now and the start of these rules, OHA and the providers of newborn nurse home visiting programs will work to update coding and payment information, as well as planning billing system updates.

Community Alignment

Provider outreach continues to be a primary focus of community alignment. We have beautiful new posters and wallet cards to distribute to clinics, thanks to Sam. The goal is to increase our population reach percentage, which averages to about 20%. The more families hear about Family Connects in multiple places, the more likely they are to schedule a visit when their baby is born. If you'd like posters or wallet cards for your agency, let us know!



**BRINGING HOME
A NEW BABY?**

A personal postpartum nurse visit is the best gift you can give yourself!

No Cost. No Judgment. Just Support.

For more information and to sign up:
pollywogfamily.org






**¿Trayendo a casa
su nuevo bebé?**

¡Una visita personal de enfermería posparto es el mejor regalo que puede darse a sí misma!

Sin costo. Sin juzgarte. Solo apoyo.

Para obtener más información y registrarse:
pollywogfamily.org






Welcoming a new baby is a big change and Family Connects can help!

Family Connects nurses are trained to answer all kinds of questions and are knowledgeable about the wealth of resources in our community. The program provides up to three home visits to families, at no cost to them, with a newborn beginning at about three weeks of age.

Contact **pollywog** to schedule a visit!



Scan me!



541.917.4884

pollywogfamily.org



¡Dar la bienvenida a un nuevo bebé es un gran cambio y Family Connects puede ayudar!

Las enfermeras de Family Connects están capacitadas para responder todo tipo de preguntas y conocen la gran cantidad de recursos de nuestra comunidad. El programa brinda hasta tres visitas domiciliarias a las familias, con un recién nacido a partir de las tres semanas de edad, sin costo para ellas.

Póngase en contacto con **pollywog** para programar una visita!



¡Escanéame!



541.917.4884

pollywogfamily.org

Coordinated Enrollment



PRESCHOOL P R O M I S E

Coordinated Enrollment Update

September 1st, 2022

Preschool Promise applications' status:

• <u>Received <i>new</i> PSP applications (2022-2023)</u>	<u>133</u>
• <u>Slots to be filled</u>	<u>42</u>
• <u>Processed <i>new</i> eligible applications</u>	<u>115</u>
• <u>Returning eligible children</u>	<u>101</u>
<u>Total Eligible:</u>	<u>210</u>
<u>Total Placed</u>	<u>182</u>

- ❖ The Coordinated Enrollment team continues to work with families assisting them to fill out applications and/or submitting required documents.

Addenda



Early Learning **Hub**

of Linn, Benton & Lincoln Counties

Addenda to Governing Board Packet

Addenda added August 29 & 31, 2022

Revised Agenda

Governing Board Members

Claire Hall, Co-Chair
Lincoln County Commissioner

Melissa Kavoran, Co-Chair
InterCommunity Health Network

DeAnn Brown
Confederated Tribes of Siletz Indians

Belit Burke
Department of Human Services

Jeff Davis
Linn-Benton Community College

Barbara Dougherty
Samaritan Early Learning Center

Karol Elizondo
Benton County Health Department

Tonja Everest
Linn Benton Lincoln
Education Service District

Laura Farmer
Parent

Susan Halliday
Philomath School District

Crystal Harris
Payne West Insurance

Lola Jones
Samaritan House

Stephany Koehne
Kids & Company of Linn County

Steve Martinelli
Scio School District

Nettali Pizano
Samaritan Health Services

Chris Reese
Mid-Willamette Family YMCA

Bettina Schempf
Old Mill Center

Lauren Sigman
Lincoln County School District

Paul Smith
Strengthening Rural Families

Rich Waller
Landmark Professional Mortgage
Company

Lynnette Wyrkoop
Child Care Resource & Referral



September 1, 2022
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 – Zoom Participants List
- II. Special Presentation – Parenting Education, Mike Jerpbak
- III. Director’s Report
- IV. Fiscal Report
- V. Consent Items
 - a. August Meeting Minutes
- VI. Discussion Item
 - a. ELHub Charter Revision – Approval Needed
 - b. 2021-2022 Actuals & 2022-2023 Budget, Matt Grams – Approval Needed
 - c. Board Member Resignation - informational
 - d. Program Updates – Informational
 - i. Jump Start – Sam Rounsavell
 - ii. Business Liaison – Bryan Steinhauer
 - iii. Pollywog Update, LeAnne Trask
 - iv. Family Connects Update, Connie Adams
 - v. Coordinated Enrollment Update, Antonia Huerta
- VII. Public Comment
- VIII. Next Meeting – October 6th – Board Meeting Via Zoom
- IX. Adjournment

*Agenda revised August 29, 2022

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 fallback voting process, the individual with the conflict of interest may not participate in that final vote.

Board Member Resignation

8/29/22, 12:51 PM

Linn-Benton Community College Mail - Fwd: (Governing Board) September Board Meeting



Kristi Collins <collink@linnbenton.edu>

Fwd: (Governing Board) September Board Meeting

1 message

Rich Waller <richwaller28@gmail.com>
 To: Kristi Collins <collink@linnbenton.edu>

Mon, Aug 29, 2022 at 8:21 AM

Hi Kristi,
 Happy Monday. I regret to inform you that after careful consideration I must resign from the EL Hub Board a little earlier than planned. I believe my term is finished sometime this fall, but after evaluating my commitments for this coming school year it's apparent that now is the time to step back. It's been an honor and privilege to serve on the board in this capacity and I look forward to jumping back in at a later time should that be an option. Best of success to you and the rest of the board as you carry out this important work for our children and community.
 Best regards,
 Rich

----- Forwarded message -----

From: **Sam Rounsavell (Basecamp)** <notifications@3.basecamp.com>
 Date: Thu, Aug 25, 2022 at 4:29 PM
 Subject: (Governing Board) September Board Meeting
 To: <richwaller28@gmail.com>

Good Afternoon, Governing Board Members,

Our September meeting is scheduled for Thursday, September 1st at 2 pm.

Here is the Zoom information:

<https://linnbenton.zoom.us/j/93884384962>
 Meeting ID: 938 8438 4962
 Passcode: 368756

We will be using the waiting room for our meetings. If you have difficulty accessing the meeting, please contact me for assistance at sam.rounsavell@linnbenton.edu.

Attached, please find the September Board packet and charter document.

Sam Rounsavell
EL Hub & Pollywog Program Assistant

Revised 2021-2022 Actuals & 2022-2023 Budget

**Early Learning Hub of Linn, Benton, & Lincoln Counties
Early Learning Hub - 2021 - 2023 Budget**

Revised 08/31/22

Resources	<u>July 1, 2021 to June 30, 2022</u>	<u>July 1, 2022 to June 30, 2023</u>	<u>Biennium Totals</u>
Revenues			
State Resources			
Coordination Carry-Over	\$ 180,522.66		\$ 180,522.66
School Readiness carry-over into Coordination	\$ 30,618.00		\$ 30,618.00
Transfer from KPI	\$ 35,711.27		\$ 35,711.27
Dept. of Education - ELD - Coordination	\$ 117,279.31	\$ 648,164.69	\$ 765,444.00
Coordinated Enrollment	\$ 230,500.00	\$ 240,250.00	\$ 470,750.00
Parent Leadership		\$ 30,000.00	\$ 30,000.00
Reimbursement Grants			
Dept. of Education - Kindergarten Partnership & Innovation	\$ 84,039.73	\$ 385,606.27	\$ 469,646.00
Kindergarten Partnership & Innovation - (Summer Only)	\$ 153,719.00		\$ 153,719.00
Title IV-B2 (Family Support)	\$ 30,618.00	\$ 205,170.00	\$ 235,788.00
Total Resources	\$ 863,007.97	\$ 1,509,190.96	\$ 2,372,198.93
Expenditures			
<u>Coordination</u>			
<u>Personnel Costs</u>			
Employee Salary	\$ 175,958.76	\$ 295,375.92	\$ 471,334.68
Employee Benefits	\$ 112,856.92	\$ 177,663.48	\$ 290,520.40
Total Employee Costs	\$ 288,815.68	\$ 473,039.40	\$ 761,855.08
<u>Supplies & Materials</u>			
Equipment	\$ 597.45	\$ 1,000.00	\$ 1,597.45
Supplies	\$ 17,162.22	\$ 15,000.00	\$ 32,162.22
Remote Communication Technology	\$ 9,977.17	\$ 10,000.00	\$ 19,977.17
Total Supplies & Materials Cost	\$ 27,736.84	\$ 26,000.00	\$ 53,736.84
OCF Funds	\$ 19,410.54	\$ -	\$ 19,410.54
Travel Cost	\$ 497.04	\$ 2,000.00	\$ 2,497.04
School Readiness Costs	\$ 5,611.73	\$ -	\$ 5,611.73
<u>Unallocated Funds and/or Carryover</u>	\$ -	\$ 126,890.87	\$ 126,890.87
Coordinated Enrollment			
<u>Personnel Costs</u>			
Employee Salary	\$ 116,386.68	\$ 107,749.20	\$ 224,135.88
Employee Benefits	\$ 88,360.90	\$ 82,899.48	\$ 171,260.38
Total Employee Costs	\$ 204,747.58	\$ 190,648.68	\$ 395,396.26
Materials & Supplies	\$ 4,088.35	\$ 4,777.25	\$ 8,865.60
Marketing/Outreach	\$ 4,590.00	\$ 18,000.00	\$ 22,590.00
<u>Unallocated Funds and/or Carryover</u>		\$ 9,027.78	\$ 9,027.78
Indirect to LBCC, 8% of Coordination Funds	\$ 17,074.07	\$ 17,796.30	\$ 34,870.37

Total Coordinated Enrollment Expenditures	\$ 230,500.00	\$ 240,250.00	\$ 470,750.00
Ending Coordinated Enrollment Balance	\$ -	\$ -	\$ -
<u>Administrative Cost</u>			
Indirect to LBCC, 8% of Coordination Funds	\$ 22,059.41	\$ 50,234.42	\$ 72,293.83
Total Coordination Expenditures	\$ 594,631.24	\$ 918,414.69	\$ 1,513,045.93
Ending Coordination Balance	\$ -	\$ -	\$ -
<u>Title IV-B2 Funds (873)</u>			
Old Mill Center		\$ 18,000.00	\$ 18,000.00
Family Tree Relief Nursery		\$ 30,000.00	\$ 30,000.00
Pollywog	\$ 29,440.38	\$ 60,000.00	\$ 89,440.38
Young Roots		\$ 35,635.08	\$ 35,635.08
Contracts TBD		\$ 53,643.77	\$ 53,643.77
Indirect to LBCC, 4% of Title IV Funds	\$ 1,177.62	\$ 7,891.15	\$ 9,068.77
Total IV-B2 Cost	\$ 30,618.00	\$ 205,170.00	\$ 235,788.00
Ending Title IV-B2 Funds Balance	\$ -	\$ -	\$ -
<u>Kindergarten Partnership & Innovation (875)</u>			
Alsea	\$ -	\$ 13,864.00	\$ 13,864.00
Central Linn	\$ -	\$ 13,599.00	\$ 13,599.00
Corvallis SD	\$ -	\$ 59,924.00	\$ 59,924.00
Greater Albany Public Schools	\$ -	\$ 74,800.00	\$ 74,800.00
Harrisburg SD	\$ 2,991.84	\$ 25,702.16	\$ 28,694.00
Lebanon SD - Boys & Girls Club	\$ 18,082.16	\$ 28,533.84	\$ 46,616.00
Lincoln County SD	\$ 8,983.42	\$ 47,357.58	\$ 56,341.00
Monroe SD	\$ -	\$ 19,963.00	\$ 19,963.00
Philomath SD	\$ 17,150.00	\$ 15,760.00	\$ 32,910.00
Santiam Canyon SD	\$ 26,489.00	\$ 22,891.00	\$ 49,380.00
Scio SD	\$ 7,234.69	\$ 25,543.31	\$ 32,778.00
Sweet Home	\$ -	\$ 17,266.00	\$ 17,266.00
Contracts TBD		\$ 5,571.40	\$ 5,571.40
Indirect to LBCC, 4% of Title IV Funds	\$ 3,108.62	\$ 14,830.98	\$ 17,939.60
Total Kindergarten Partnership & Innovation Cost	\$ 84,039.73	\$ 385,606.27	\$ 469,646.00
<u>Kindergarten Partnership & Innovation (875) (Summer Only)</u>			
Cascades Elementary	\$ 1,855.50		\$ 1,855.50
Greater Albany Public Schools	\$ 11,744.71		\$ 11,744.71
Greater Santiam - Boys & Girls Club	\$ 8,489.75		\$ 8,489.75
Lincoln County SD	\$ 37,781.95		\$ 37,781.95
Monroe SD	\$ 4,851.45		\$ 4,851.45
Philomath SD	\$ 9,319.83		\$ 9,319.83
Pioneer School	\$ 2,924.65		\$ 2,924.65
Scio SD	\$ 8,214.58		\$ 8,214.58
SFR - Philomath	\$ 2,914.89		\$ 2,914.89
SRF - Santiam Canyon	\$ 19,655.87		\$ 19,655.87
Contract Management	\$ 35,711.27		\$ 35,711.27
Indirect to LBCC, 5% of P&I Funds	\$ 10,254.55		\$ 10,254.55
Total Kindergarten Partnership & Innovation Cost (Summer)	\$ 153,719.00		\$ 153,719.00
Ending Kindergarten Partnership & Innovation Balance	\$ -	\$ -	\$ -