

## Governing Board Packet August 2023

Governing Board Early Learning Hub August 3, 2023 Iblearlylearninghub.org

## **Packet Overview**

In your Governing Board packet for August 2023, you will find the following information:

- 1. Agenda
- 2. Fiscal Report June financials and financial narrative are included.
- 3. Consent Items June Meeting Minutes
- 4. Discussion Item
  - a. Board Member Resignation Approval Needed
  - b. New Contract Language from DELC Informational
  - c. Data Book Roundtable Informational
  - d. Workgroup Updates Informational
    - i. P-3 & ECCC
  - e. Program Updates Informational
    - i. Business Liaison Bryan Steinhauser
    - ii. Pollywog Update, LeAnne Trask
    - iii. Coordinated Enrollment Update, Antonia Huerta

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## Agenda

#### Governing Board Members

Claire Hall, Co-Chair Lincoln County Commissioner

Melissa Isa varan, Co-Chair InterCommunity Health Network

Shelagh Baird Sarnaritan Health Services

DeAnn Brown Confederated Tribes of SiletzIndians

Belit Buike Departmentof Human Services

Jeff Davis Linn-Benton CommunityCollege

Barbara Dough erty Samaritan Early Learning Center

Tonja Everest Linn Benton Lincoln Education Service District

Laura Faimer Parent

Susan Hallid ay Philomath School District

Lola Jones Samaritan House

Stephany Koehne Kids & Company of Linn County

Steve Martinelli Scio School District

Neftali Pizano Samaritan Health Services

Bettina Schempf Old MillCenter

Paul Smith Strength ening Rura Itamilies

Diane Wikinson Lincoln County School District

Lynnette Wynkoop Child Care Resource & Referral



August3, 2022 2:00 – 4:00 PM

Members of the public wanting to make public comment must sign in. Each in dividual speaker will have 3 minutes during the Public Comment portion of the Agenda.

- I. Roll Call Zoom Participants List
- II. Special Presentation Regional Health Assessment & Home Visiting Service Initiative
- III. Public Comment
- IV. Director's Report
- V. Fiscal Report
- VI. Consent Items
  - a. June Meeting Minutes
- VII. Discussion Item
  - a. Board Member Resignation Approval Needed
  - b. New Contract Language from DELC Informational
  - c. Data Book Roundtable Informational
  - d. Workgroup Updates Informational

i. P-3 & ECCC

- e. Program Updates Informational
  - i. Business Liaison Bryan Steinhauser
  - ii. Pollywog Update, LeAnne Trask
  - iii. Coordinated Enrollment Update, Antonia Huerta
- VIII. Next Meeting September 7, 2023
- 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 find vote.

## **Fiscal Report**



June 2023

## MONTH-END DETAILS

#### Revenue:

In the month of June, we received \$8,333 for Family Connects, \$32,828 for Coordination, \$10,000 for Parenting Leadership (Raise up Oregon) and \$25,000 for Pollywog. We also received our quarterly draw for Coordinated Enrollment of \$139,775.26. Reimbursable funds for Kindergarten Partnership & Innovation came to a total of \$237,549.67 and Title IV-B2 was \$77,317.61.

#### Expenditures:

Wages came to a total of \$48,134.02 for the month of June. The benefits total was \$33,469.75. And the total for services and supplies came to a total of \$20,519.11. These expenses come from Pollywog, Family Connects, Coordination, Parenting Leadership and Coordinated Enrollment. We also had Reimbursements for KPI in the amount of \$176,666.95 from 9 partners and the reimbursements for Title IV-B2 totaled \$76,901.01. We had 6 partners participate in Title IV-B2.

#### Other Information:

We are still waiting on a couple KPI reimbursements to close out the remaining funds. Also, Family Connects has a little over \$4,000 in revenue to collect. These funds are pay per service and are still being processed.

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## **June 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 June 2023

Revenues		Budget		Current Month		YTD		Balance	% Revd
Grant Resources		-							
Polywog	\$	362,773.66	\$	25,000.00	\$	362,773.66	\$	-	100%
Pollywog - IHN-CCO Carryover	\$	15,313.34	\$	-	\$	15,313.34	\$	-	100%
Family Connects	\$	219,799.98	Ś	8,333.33	Ś	215,749.97	Ś	4,050.01	98%
State Resources	•	-	•		•	·	•		
Dept. of Education - ELD - Coordination (carry-over)	\$	168.287.79	\$	-	\$	168.287.79	\$	-	100%
Carry-Over Vroom	Ś	3.001.70	Ś	-	ŝ	3.001.70	Ś	-	100%
Carry-Over NWHF	Ś	9.233.17	Ś	-	ŝ	9.233.17	Ś	-	100%
Coordination	Ś	831.773.27	Ś	32.828.00	Ś	831,773.27	Ś	-	100%
Coordingted Enrollment	\$	620,250.00	Ś	139,775.26	Ś	620,250.00	Ś	-	100%
Parent Leadership	Ś	40.000.00	Ś	10,000.00	Ś	40.000.00	Ś	-	100%
Reimbursement Grants	•		•		•		•		
Dept. of Education - Title IV-B2	\$	235,788.00	\$	77.317.61	\$	235,788.00	\$	-	100%
Dept. of Education - Kindergarten Partnership & Innovation	ŝ	623.365.00	ŝ	237.549.67	ŝ	623.365.00	ŝ	-	100%
Total All Resources	Ś	3,129,585.91	Š	530.803.87	Š	3,125,535.90	Š	4,050.01	100%
	-	•, •= •, •••••••	-		-	0,120,000.10	¥.	.,	
Expenditures		Budget		Current Month		YTD		Balance	% Used
Grant Expenditures		_							
Polywog Program	\$	378,087.00	\$	7,357.10	\$	374,998.73	\$	3,088.27	99%
Family Connects	Ś	219,799.98	\$	9,502.39	Ś	218,063.80	\$	1,736.18	99%
State Expenditures	·		•		•		•		
Coordination	\$	1.012.295.93	\$	46,379,17	\$	801,797,18	\$	210,498.74	79%
Coordinated Enrollment	Ś	620,250.00	Ś	36,630,86	Ś	620,250.00	Ś	-	100%
Parent Leadership	Ś	40,000.00	Ś	2,253.36	Ś	40,000.00	Ś	-	100%
	f	-,	Ŧ		т				
Reimbursement Grants									
	\$	235.788.00	\$	76.901.01	\$	235.788.00	\$	-	100%
Reimbursement Grants	\$ \$	235,788.00 623,365.00	\$ \$	76,901.01 176,666,95	\$ \$	235,788.00 597,560.55	\$ \$	- 25,804,45	100% 96%

\_

Ending Balance \$

## Consent Items

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

MEETING COMMENCED	2:00 pm, June 29, 2023 Center for Health Education, 740 SW 9th St, Newport, Oregon
MEETING CALLED BY	Melissa Isavoran
STAFF MEMBERS PRESENT	Connie Adams, Kristi Collins, Matt Grams, Antonia Huerta, Jinguang Lin, Ana Reyes, Sam Rounsavell, Carmen Santacruz, Kelly Schell, Bryan Steinhauser, LeAnne Trask
VERSION	Draft
RECORDED	Yes

#### Agenda topics

ROLL CALL	ALL Board Members Present or Absent							
	Prese	nt Absent		Present	Absent		Present	Absent
Shelagh Baird		$\boxtimes$	Claire Hall		$\boxtimes$	Bettina Schempf	$\square$	
DeAnn Brown	$\boxtimes$		Susan Halliday	$\boxtimes$		Paul Smith	$\boxtimes$	
Belit Burke		$\boxtimes$	Melissa Isavoran	$\boxtimes$		Diane Wilkinson	$\square$	
Jeff Davis	$\square$		Lola Jones		$\boxtimes$	Lynette Wynkoop		$\boxtimes$
Barbara Dougherty			Stephany Koehne		$\boxtimes$	Open		
Tonja Everest	$\boxtimes$		Steve Martinelli	$\boxtimes$		Open		
Laura Farmer	$\boxtimes$		Neftali Pizano		$\boxtimes$	Open		
QUORUM								
A Quorum was present. There are currently 18 seated Board members and 10 of them								

were present at this meeting.

#### SPECIAL PRESENTATION

2023 Regional Data Book

Kristi presented the 2023 Regional Data Book to the Board. She reviewed the purpose and how this data book is organized. Jinguang explained what is new in this edition. Sam highlighted some formatting and image choices made in the data book. Finally, Kristi shared the next steps and plans for the data book, including a high-quality print of the Executive Summary, the release of the digital version on the EL Hub website, and plans to expand the data book in the future.

The Board was pleased with the data book and was excited to share it with their staff and partners.

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

#### DIRECTOR'S REPORT LBL Hub Updates

Kristi shared that the Department of Early Learning and Care (DELC) will be officially launched on July 1<sup>st</sup>. They will be open for business on July 5<sup>th</sup>. They have their own procurement department, and contracts are already coming in on time. DELC is reaching out to the Early Learning Hubs and CCR&R to learn more about our role and how that works looks in our communities. Hub leaders met with DELC leadership around timelines and the focus of deliverables. This will make our deliverables more meaningful and better reflect the work Hubs do.

Kristi reminded the Board that LBCC is closed on Fridays in July and August, so staff will be unavailable on those days.

Kristi shared that the EL Hub has been working with LBCC as they work to start up a child care center on campus. Connie will be assisting with a large grant application for this project. This lab school will reduce the child care barrier for entry into education for students, offer learning opportunities for early care and education students, and help expand the workforce. The EL Hub is working with the Lebanon School District Superintendent to open a preschool at one of the elementary schools. We are working to align our coordinated enrollment eligibility process and offer coordinated enrollment services for this site. They hope to be a Preschool Promise site soon.

#### FISCAL REPORT Matt Grams

Matt presented the revenue, expenditures, and miscellaneous reports for May 2023. Board asked about funds from the legislature. Kristi responded that we are still anticipating KPI funds and have not heard anything negative about Title IV-B2 funds. We also anticipate early literacy funding this year. We expect current service-level funding. Melissa mentioned that IHN is hoping to get funds for grant writing assistance. This would be an asset to share with partners. She asked the Board to share any other grant opportunities they have heard of for collaboration.

CONSENT ITEMS May 2023 Meeting Minutes											
The Board was asked to approve the May 2023 meeting minutes.											
Motion: Tonj	Motion: Tonja Everest										
2 <sup>nd</sup> : Jeff Dav	′is										
	Y	Ν	A		Y	Ν	А		Y	Ν	А
Shelagh Baird				Claire Hall				Bettina Schempf			
DeAnn Brown				Susan Halliday	$\boxtimes$			Paul Smith			
Belit Burke				Melissa Isavoran	$\boxtimes$			Diane Wilkinson	$\boxtimes$		
Jeff Davis				Lola Jones				Lynette Wynkoop			
Barbara Dougherty				Stephany Koehne				Open			
Tonja Everest				Ste∨e Martinelli	$\boxtimes$			Open			
Laura Farmer	$\boxtimes$			Neftali Pizano				Open			

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

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**VOTING RESULTS** Individual Votes cast by Board Members (Yes, No, Abstain)

Abstentions: DeAnn Brown

The Board voted to approve the minutes as presented.

DISCUSSION ITEM July – Sept Bridge Budget

Kristi shared the bridge budget, which covers July through September operating costs, so we can continue our work. This budget includes salaries, benefits, and minimal supplies and materials.

DISCUSSION VOTE	July – Sept 2023 Budget

The Board was asked to approve the July – Sept 2023 Budget.

Motion: Bettina Schempf

2<sup>nd</sup>: Susan Halliday

2.0030111	anaa	у									
	Y	Ν	A		Y	N	A		Y	Ν	А
Shelagh Baird				Claire Hall				Bettina Schempf			
DeAnn Brown	$\boxtimes$			Susan Halliday	$\boxtimes$	Paul Smith		$\boxtimes$			
Belit Burke				Melissa Isavoran	$\boxtimes$			Diane Wilkinson	$\boxtimes$		
Jeff Davis	$\boxtimes$			Lola Jones				Lynette Wynkoop			
Barbara Dougherty				Stephany Koehne			Open				
Tonja Everest	$\boxtimes$			Steve Martinelli	🛛 🗆 🗆 Open						
Laura Farmer	$\boxtimes$			Neftali Pizano				Open			
VOTING RESULTS Individual Votes cast by Board Members (Yes, No, Abstain)											
Abstentions: none											

The Board voted to approve the July – Sept 2023 Budget as presented.

DISCUSSION ITEM Raise Up Oregon 2.0

Kristi discussed Raise Up Oregon 2.0. She wanted the Board to be aware of what has been drafted. Once the final draft is released, this Board will work to create strategies and plans based on the goals of Raise Up Oregon.

DISCUSSION ITEM Upstream Initiative

Kristi received an email informing the El Hub that we were not chosen to be one of the four pilot projects. However, they would like us to be part of the Upstream Collaborative. A decision was required before this meeting. Kristi shared that message with the Board on Basecamp and replied that we would like to participate. It is a common experience for some grant winners to drop out of the project during initial implementation. There is a likelihood that being part of the Collaborative may allow the EL Hub to receive funding or even be offered a pilot spot.

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

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The Board speculated on why the Hub may not have been chosen.

The Board asked how much additional work might be required to participate in the Collaborative. Kristi replied that we already have the workgroups and partners in place to make this work happen in our area.

#### WORKGROUP UPDATE

Health Care Integration

LeAnne shared about Mid-Valley Nurture's presentation to the HCI workgroup in June. The EL Hub applied for and has been awarded the IHN-CCO transformation grant for the Asset Mapping project.

The IHN has a new metrics person who will replace Katie Walsh on the HCI workgroup to represent the Kindergarten Readiness metric.

The HCI workgroup will not meet in July or August but will reconvene in September.

WORKGROUP	P.2.8 Early Childhood Coordinating Council
UPDATE	P-3 & Early Childhood Coordinating Council

Kristi shared that the workgroup had reviewed the funding formula process and discussed the upcoming biennium funding and other potential funding opportunities.

The workgroup discussed the Regional Systems Assessment. They will meet again in July to review the strategic planning toolkit.

The workgroup also discussed the Jumpstart Read for the Record program and decided to participate this year. Books will be ordered in July and are expected to be shipped to the Hub in September.

**PROGRAM UPDATE** Business Liaison Update

Bryan shared the Business Outreach Initiative updates, accomplishments, and near-term goals.

After a presentation from Bryan about child care in January, HP has recently reached out and shared that they want to develop an onsite childcare facility. Bryan has contacted Stephany from Kids and Company, who may be interested in acting as an implementing partner for this venture. The Board asked if other agencies would be considered to partner with HP for the child care center. The Board discussed creating a list of needs and capacities to help match businesses, facilities and child care, and preschool providers.

Growing Care will be launched in July and offer start-up grants, coaching, education grants, etc., to recruit parents interested in becoming family-certified child care providers.

PROGRAM UPDATE Pollywog Update

LeAnne shared the Pollywog updates and analytics for the database, website, newsletter, and social media.

LeAnne announced that Pollywog will use the Unite Us platform beginning in July. Connie is also reaching out and encouraging our partners to make this transition.

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

**PROGRAM UPDATE** Family Connects Update

Connie shared Family Connects Data from 2021 to the present.

The transition of the Family Connections program from Pollywog to the Linn, Benton, and Lincoln County Maternal Child Health Departments was discussed.

**PROGRAM UPDATE** Coordinated Enrollment Update

Antonia shared the current data for Preschool Promise, including applications received, new eligible children, number of open slots, and percentage of providers at capacity. The 2023-24 school year application is available, and slots are still available, especially in Albany.

**PROGRAM UPDATE** State Roundtable

The Board discussed the end of the legislative session.

Relief Nurseries did not receive the funds they had requested from the legislature. They hope for additional funds from the short session in the Spring.

NEXT MEETING	2:00 pm, August 3, 2023 Online via Zoom
MEETING ADJOURNED	3:44 pm

## **Discussion Items**

**Board Member Resignation** 

No handouts for this item.

New Contract Language from DELC No handouts for this item.

**Data Book Roundtable** No handouts for this item.

## P-3 & ECCC Workgroup Update



## P-3 & ECCC

The P-3 Alignment and ECCC workgroups met on July 19<sup>th</sup>. The focus of the P-3 discussion was on KPI. Legislative updates regarding the next biennium's funding were shared, as well as an overview of the funding formula process. We also had a discussion regarding the future goals of this group, including why participants prioritized attendance. It was decided that we would move to quarterly in-person meetings rotating to each county. Networking and building connections were a primary reason participant prioritized attendance.

We then transitioned to the combined Regional Stewardship Committee portion of the meeting with a focus on developing strategies for our RUO Objective 2 Strategic Plan. Our focus for this brainstorming session was on Education Pathways for the ECE workforce.

Finally, we moved on to the ECCC discussion with updates regarding Jump Start and a Legislative Update roundtable discussion.



## **Business Liaison**



### **Business Liaison**

#### July 2023 Progress Update

#### Accomplishments:

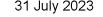
- Won the following grants to use for advertising for Growing Care: \$12,500 from United Way Basic Needs/Corvallis Social Service Fund grants \$\$7,500 from Siletz Tribal Charitable Contribution Fund
- Presented at the July Benton County Board of Commissioners Information Sharing Meeting, speaking about the state of child care in Benton County
- Continued facilitator support for the Business Outreach Initiative HP, Inc project, including coordinating meetings, setting agenda, making introductions
- Attended Tri-City Chamber of Commerce Business Expo in Monroe, providing child care information to business attendees
- Joined a city of Monroe child care working group to pursue child care expansion in the city
- A Growing Care press release published in the Linn County Reporter newsletter led to a meeting with a grant coordinator from Roundhouse Foundation, who reached out to us following reading the press release. After further discussions, they encouraged us to apply for a \$50,000 grant with Roundhouse in September to assist with start-up grants for Growing Care

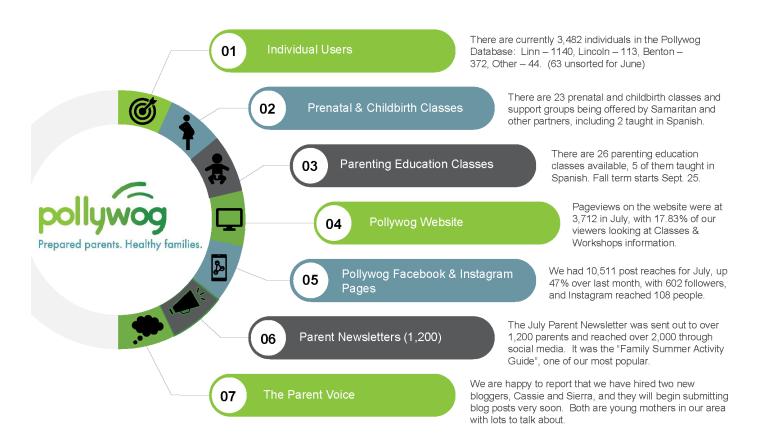
#### Near-term goals:

- Finish developing the Growing Care project for future launch (TBD)
- Continue networking to gain grassroots community partner assistance for advertising Growing Care
- Write Roundhouse Foundation grant
- Organizing a Linn Benton Child Care summit to be held at LBCC in October 2023 to discuss various aspects of child care
- Strategizing a future project to develop on-site child care at senior living centers, to increase the number of recorded preschools and certified child care centers in our region, and provide mental benefits to senior residents and socialization for children

## Pollywog

# Pollywog Update 31 July 2023







Partners 22 Lincoln County Partners

Benton County 35 Partners

On July 1, Pollywog officially moved to the Unite Us platform and we stopped using the VistaLogic database. We are still waiting for our VistaLogic data to be imported into the Unite Us system, so our data this month is a little bit incomplete, and we are reduced to doing a "hand count" of some of our numbers.

### **REFERRALS/SELF-REFERRALS**

There were 35 new referrals in July. It was a mix of self-referrals and provider referrals. The services requested were prenatal classes, parent education, childcare, and community resources such as utility and housing assistance programs and WIC services.

## **Coordinated Enrollment**



**Coordinated Enrollment Update** 

July 2023

Preschool Promise Providers	Total Slots Awarded	Available Slots
Awesome Blossom Child Care, LLC	12	0
Baby Boomers	9	0
Bobbi Ann Corwin	4	0
Bright Bumble Bees	7	1
Cubby Preschool	9	1
Gratitude Gardens	6	0
Happy Munchkins Preschool and Childcare	12	0
Hey Diddle Diddle Learning Center Inc	11	0
Mid-Willamette Family YMCA – Growing Leaders	40	0
Nana's Daycare	6	0
North Albany Learning Center	7	1
Old Mill Center for Children and Families, Inc.	18	0
Rainbow Readers	10	3
Samaritan Early Learning Center	18	2
South Shore Elementary	17	0
Strengthening Rural Families - Alsea Pups	18	8
Sunrise Elementary School	18	0
Taft Early Learning Center	8	3
Waverly Elementary School	18	0
Wee Irish	10	0
Yachats Youth and Family Program, Inc	18	7
Total	276	26

	<100%	101%-130	130%-200	>200%	*Auto	Total	Notes			
		%	%		Qualifiers					
Applications Received	28	7	19	11	200	265	Non-completed Application			
As of 7/27/23							default to <100%			
Non-Completed	5	0	0	0	0	5				
Applications										
New Eligible Children	12	4	15	5	164	200				
Inactive Children (not	11	3	4	6	36	60				
qualified or declined by										
family)										
Number of Open Slots	26/276	9.42%								
Providers at	13/21									
100%Capacity										
Eligible Children >200% ar	Eligible Children >200% are on FAR Waiver									
*Auto Qualifiers are Adult	Auto Qualifiers are Adult OHP,SNAP,TANF,WIC & Foster									

The following is a breakdown of the total Preschool Promise applications received for the school year 2022-2023.