

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

MEETING COMMENCED	2:00 pm, September 7, 2023 Online via Zoom
MEETING CALLED BY	Claire Hall
PRESENTER	Jennifer Ricks, ODHS Child Welfare Bryan Steinhauser, Growing Care
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	Approved
RECORDED	Yes

Agenda topics

ROLL CALL		Board Members Present or Absent						
	Present	Absent		Present	Absent		Present	Absent
Shelagh Baird	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Claire Hall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bettina Schempf	<input checked="" type="checkbox"/>	<input type="checkbox"/>
DeAnn Brown	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Susan Halliday	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Paul Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Belit Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Todd Jeter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Diane Wilkinson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeff Davis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lola Jones	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lynnette Wynkoop	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Barbara Dougherty	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stephany Koehne	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Open	<input type="checkbox"/>	<input type="checkbox"/>
Tonja Everest	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Steve Martinelli	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Open		
Laura Farmer	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Neftali Pizano	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Open		
QUORUM		A Quorum was present. There are currently 18 seated Board members, and 15 of them were present at this meeting.						

DISCUSSION ITEM	Welcome and Introductions
Tonja announced her retirement from LBL ESD. She introduced Jason Hay, who will take her position as ESD Superintendent and on this Board.	
Todd Jeter, the newest Board Member, gave a brief introduction. He is on this Board representing the IHN-CCO.	
Board Members introduced themselves and their time on the Board.	

SPECIAL PRESENTATION	Jennifer Ricks, Child Welfare Continuous Quality Improvement
<p>Jennifer Ricks is the Child Welfare Continuous Quality Improvement Program Manager for the Oregon Department of Health and Human Services. The Continuous Quality Improvement (CQI) Program is coming to Linn, Benton, and Lincoln Counties.</p>	
<p>ODHS Child Welfare's vision for transformation came from a collaboration among diverse partners to create and implement a strategic roadmap for success. It centers on equity and diversity and recognizes that the child welfare system has done significant harm to communities of color, Tribal Nations, and other marginalized communities. It is committed to doing no further harm.</p>	
<p>The three Guiding Principles are:</p> <ol style="list-style-type: none"> 1. Supporting families and promoting prevention 2. Enhancing our staff and infrastructure 3. Enhancing the structure of our system by using data with CQI 	
<p>CQI is a systemic, data-driven process that asks:</p> <ul style="list-style-type: none"> • How are we serving the children and families in our communities? • Can we do it better and/or more effectively? 	
<p>This process uses research and data to track trends, needs, and growth. It creates strategy plans that focus on small changes that have a big impact. It involves community and Tribal Nation insight, input, and participation. It was founded on the Plan, Do, Study, Act (PDSA) model.</p>	
<p>Jennifer reviewed the Oregon CQI process and the information and data collected.</p>	
<p>The Board asked if there was an avenue to create measures not tied to the lag measures if the community wanted. Jennifer answered that while the program is in the implementation phase of the program, the data framework will be tied to the lag measures. In the future, there may be an avenue to pursue other options. She encourages Board members to contact her to discuss their ideas. Contact Jennifer at Jennifer.ricks@odhs.oregon.gov.</p>	
<p>The Board asked if the baseline data set for the CQI process includes any data from the Citizens Review Board. Jennifer replied that data is not currently used but could be something looked at in the future.</p>	
<p>Kristi expressed appreciation for Jennifer's presentation and encouraged her to consider our Board as a resource in this work.</p>	

SPECIAL PRESENTATION	Bryan Steinhauser, Growing Care
<p>Bryan, Business Liaison for the Early Learning Hub and Growing Care. He reaches out to the local business community to get them to invest in childcare. He gave the Board a high-level overview of the Growing Care program's goals and funding.</p>	

Growing Care is a state-funded program that connects family child care providers with training, resources, and start-up grants in Linn, Benton, and Lincoln counties. It is a recruitment drive to find, recruit, and onboard more home-based child care providers. The goal is to increase child care slots in our region.

The funding for Growing Care is grant-based. Bryan has been applying for grants and securing funding.

Bryan requested support for the grassroots campaign from Board members, especially the ESD. The target audience is parents with young children. Bryan can be contacted at steinhb@linnbenton.edu.

DIRECTOR'S REPORT	LBL Hub Updates
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Kristi shared that she will attend the Valley Coast Superintendents Association (VCSA) retreat at the month's end and share information about the 2023 Regional Data Book.

At the end of this month, the Early Learning Hub and CCR&R Collaborative Statewide meeting will convene in Salem. One of the primary discussion items is the work we'll be doing in our regions around Raise up Oregon 2.0. And what the Early Learning Council and DELC need from Hubs to move the Raise up Oregon 2.0 objectives and strategies forward.

The Early Learning Council has convened a group of ELC, DELC, and Hub Association members to discuss how to work together, what information is needed about Hubs, how Hub work is aligned with other state agencies, and how we can all support the work of Raise up Oregon 2.0. This collaborative will also meet during the statewide meeting to maximize time with everyone.

Next week is LBCC's in-service. This year, our Department and Family Resources and Education Center is doing an in-service presentation about who we are, what we do, and what we can offer to staff and students on campus. We hope to share more about our work, our amazing teams, and how we can help those support the broader college community.

FISCAL REPORT	Matt Grams
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Matt presented the revenue, expenditures, and miscellaneous reports for July 2023. The June financial summary was included because it was the year-end information and had a few updates since being presented at the last Board meeting.

CONSENT ITEMS	August 2023 Meeting Minutes
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The Board was asked to approve the August 2023 meeting minutes.

Motion: Lola Jones

2nd: Bettina Schempf

	Y	N	A		Y	N	A		Y	N	A
Shelagh Baird	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Claire Hall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bettina Schempf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DeAnn Brown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Susan Halliday	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Paul Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Belit Burke	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Todd Jeter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diane Wilkinson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Barbara Dougherty	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stephany Koehne	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open			
Tonja Everest	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steve Martinelli	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open			
Laura Farmer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Neftali Pizano	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open			

VOTING RESULTS	Individual Votes cast by Board Members (Yes, No, Abstain)
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Abstentions: None

The Board voted to approve the minutes as presented.

DISCUSSION ITEM	DELC Updates
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We have not received information regarding our scope of work for our contract, our deliverables, and our budget for the upcoming biennium from DELC. Our current budget ends on September 30th, so we will begin October without a Board approved budget. We have never been this far into the biennium without this information. Kristi is hopeful that she will receive this information before our contract ends and will share information with the Board on Basecamp as soon as it becomes available from DELC.

There was a significant amount of conversation regarding our scope of work and the contract deliverables back and forth between Hub directors, DELC staff, and the Hub coordinators at DELC. However, we do not yet know the final outcome of those conversations. There were two strategic plans and the original deliverables. One was a strategic plan specific to Objective 2 and our work around child care and the regional system assessment. The second is a much broader systemwide strategic plan. Hub directors suggested that they merge the two strategic plans and put a requirement in the System Strategic Plan that Hubs have a specific number of strategies related to Objective 2 instead of having two strategic plans with two different due dates and documents and convening of partners.

This lack of information impacts our work, especially in the Parent Leadership Council, P-3 Alignment, and Early Childhood Coordinating Council. So, some of those groups have been on hold until we receive our contract.

Hubs have been told that our funding for the upcoming biennium is at the current service level, not flat-funded. However, that information did not come in writing. Kristi shared that she would appreciate a motion for an operating budget until the Hub receives financials from DELC.

A motion was made to empower and authorize Kristi and the EL Hub staff to make necessary expenditures in the line items that were previously mentioned in anticipation of our next biennium budget.

The Board requested clarification on the definition of current service levels in the new biennium funding. Kristi explained that current service level includes inflation and expectation of salary increases. Also, the Hub has substantial carryover from the last biennium in our coordination, and that coordination funding funds the staffing and the day-to-day expenses. The carryover could fill that additional expense because we were underspent the previous biennium.

DISCUSSION VOTE Operating Expense Authorization

The Board was asked to approve necessary expenditures in anticipation of our next biennium budget.

Motion: Lola Jones

2nd: Diane Wilkinson

	Y	N	A		Y	N	A		Y	N	A
Shelagh Baird	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Claire Hall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bettina Schempf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DeAnn Brown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Susan Halliday	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Paul Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Jeff Davis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lola Jones	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lynnette Wynkoop	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barbara Dougherty	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stephany Koehne	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open			
Tonja Everest	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steve Martinelli	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open			
Laura Farmer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Neftali Pizano	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open			

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

Abstentions: None

The Board voted to approve necessary expenditures in anticipation of our next biennium budget.

DISCUSSION ITEM	Raise Up Oregon 2.0
<p>Kristi announced that instead of having a special presentation for our in-person Board meeting in October, she would like the Board to brainstorm and discuss Raise Up Oregon.</p> <p>Objective 3 states that Early Learning Hubs are leveraged and resourced to advance regional early childhood systems that are equitable, integrated, accessible, inclusive, and family-centered. Kristi would like the Board to consider the following for the October meeting:</p> <ul style="list-style-type: none"> • What does that mean to you? • What do we need from the State to feel like we've met this objective? • What should we be doing more of or differently so that we're meeting this at the local level? • Given your role as a member of this board and a cross-sector representative, how can you help us better understand the work happening in your sector and a part of the system and how it relates to everything we're doing with children and families? • As system leaders, how can we all collectively move this work forward? <p>Board members agreed to read Raise Up Oregon 2.0 and come to the next meeting ready to collaborate.</p>	

DISCUSSION ITEM	Board Co-Chair
<p>A Board Co-Chair position is vacant, and Lola Jones has volunteered to step into that role.</p>	

DISCUSSION VOTE	Board Co-Chair										
The Board was asked to approve Lola Jones as the new Board Co-Chair.											
Motion: Paul Smith											
2 nd : Bettina Schempf											
	Y	N	A		Y	N	A		Y	N	A
Shelagh Baird	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Claire Hall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bettina Schempf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DeAnn Brown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Susan Halliday	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Paul Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Belit Burke	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Todd Jeter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diane Wilkinson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jeff Davis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lola Jones	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lynnette Wynkoop	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barbara Dougherty	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stephany Koehne	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open			
Tonja Everest	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steve Martinelli	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open			
Laura Farmer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Neftali Pizano	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open			

VOTING RESULTS	Individual Votes cast by Board Members (Yes, No, Abstain)
Abstentions: None	
The Board voted to approve Lola Jones as the new Board Co-Chair.	

DISCUSSION ITEM	Vacant Board Positions
This Board has many vacancies. Board members are encouraged to help with the recruitment efforts. Interested candidates can contact Kristi to discuss the work of this Board and what is required of a Board member.	

PROGRAM UPDATE	Business Liaison Update
Bryan shared the Business Outreach Initiative updates, accomplishments, and near-term goals. Bryan is working with both HP and Samaritan to facilitate onsite child care.	

PROGRAM UPDATE	Pollywog Update
LeAnne shared the Pollywog updates and analytics for the database, website, newsletter, and social media. LeAnne announced that Pollywog has three new bloggers! Sierra, Cassie, and Natalia. Sam shared that the Pollywog website has a new resource category for Child and Family Safety.	

PROGRAM UPDATE	Coordinated Enrollment Update
Ana shared the current data for Preschool Promise, including applications received, new eligible children, number of open slots, and percentage of providers at capacity.	
Eight additional slots were granted to Preschool Promise in our region. Four went to Awesome Blossom in Albany, and four went to Happy Munchkins in Lebanon.	
There are a few spots left in Yachats, Taft, and Albany. Benton County slots are all full.	

NEXT MEETING	2:00 pm, October 5, 2023 In-person at LBCC
MEETING ADJOURNED	3:47 pm