

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

MEETING COMMENCED	2:00pm, May 5, 2022 Online via Zoom
MEETING CALLED BY	Claire Hall
STAFF MEMBERS PRESENT	Connie Adams, Kristi Collins, Matt Grams, Antonia Huerta, Jinguang Lin, Sam Rounsavell, Carmen Santacruz, Kelly Schell, Bryan Steinhauser, LeAnne Trask
VERSION	Approved
RECORDED	Yes

Agenda topics

ROLL CALL	
Belit Burke, DeAnn Brown, Jeff Davis, Barbara Dougherty, Karol Elizando, Laura Farmer, Claire Hall, Susan Halliday, Claire Hall, Crystal Harris, Melissa Isavorn, Lola Jones, Stephany Koehne, Pegge McGuire (proxy for Dina Eldridge), Nef Pizano, Chris Reese, Bettina Schempf, Lauren Sigman, Paul Smith, Rich Waller, Lynnette Wynkoop	

DISCUSSION ITEM	Welcome and Introductions
Board Members introduced themselves.	
Kristi introduced Bryan Steinhauser, the Business Liason for the Early Learning Hub.	

DIRECTOR'S REPORT	LBL Hub Updates
Kristi announced we now have a signed contract! We have already started drawing funds down from EGMS after being unable to draw funds for six months or more. A big acknowledgment to LBCC for trusting us and floating our funding as we dealt with the state procurement issues.	
The Regional Assessment is a new contract deliverable for Early Learning Hubs. On May 18 th , the Early Learning Division will be hosting a webinar presentation about this project to show this tool in action. They are focusing on Objective two from Raise Up Oregon, which is focused on expanding access to high-quality care. Board Members, especially those representing the Early Childhood sector, are invited to participate. Please contact Kristi for a meeting invitation.	
Kristi shared the crosswalk created by Jinguang, the Hub's Data & Evaluation Coordinator. This crosswalk compares all the Early Learning Hub's work plans to look for alignment in the work that we're doing across the state. He compiled this data so that it's easily digestible and made it beautiful. This visual representation will help us think about how we measure the work of Hubs statewide. The data was collected directly from the work plans shared by other Hubs. Currently, we have 12 of the work plans that	

have been submitted from other Early Learning Hubs and expect the last four soon. Kristi will post the final document to Basecamp. The Board acknowledged Jingjuang's work.

Board Members were reminded that the Conflict of Interest and Declaration of Cooperation is still outstanding for a few members. A link to the digital board binder and the forms were shared.

Kristi thanked the Board Members who have updated their photos and biographies on the website.

Kristi announced that the digital Pollywog Free Preschool billboard is live on Hwy 34. KidCo Head Start has shared the cost of this billboard and shows what a true coordinated outreach and recruitment looks like and the opportunity for shared marketing

FISCAL REPORT Matt Grams

Matt presented the revenue, expenditures, and miscellaneous reports for March.

The Hub has started the RFA processes for family support and family preservation funding streams. The Board asked what the Family Preservation Funding stream is. It was explained that it is a branch of Title IV-B2 funding, the child welfare fund.

CONSENT ITEMS April 2022 Meeting Minutes

The Board was asked to approve the April 2022 meeting minutes.

Motion: Bettina Schempf

2nd: Lola Jones

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

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

Abstentions: DeAnn Brown, Dina Eldridge, Claire Hall, Rich Waller, Lynnette Wynkoop

The Board voted to approve the April 2022 Meeting Minutes.

DISCUSSION ITEM Strategy 9.2 RFA Process

The Early Learning Hub has convened a workgroup of Board Members to help with the RFA process for the family support and preservation funds. We are looking specifically at Strategy 9.2, a strategy within Raise Up Oregon identified on our work plan where we would look for other projects and opportunities.

Kristi shared and discussed the RFA process document and attachments.

The Board asked about the total amount of funding available and the ceiling that applicants can apply for. It was explained that the funding total comes from three

funding streams – \$60 Family Support funds, \$55 Family preservation funds, and \$80k Stable, Healthy, Attached (general fund) funds. No ceiling amount was listed.
The Board asked about the members of the RFA committee. It was explained that this was a subcommittee of the Governing Board that would not be eligible to apply for funding.
The Board asked about the kind of projects that might be considered and how those projects might be related to housing. It was explained that housing-related projects might be related to in-home visits, parent support groups, etc.
The Board asked if there was outreach to the programs most likely to use these funds. It was explained that, no, there was not because our own timeline was so short. The Early Learning Hub will do targeted outreach to ensure that those partners within our region who would be likely to apply or could benefit from these funds are aware that this RFA has gone out. The RFA has not yet been shared, pending Board approval and translation into Spanish.
It was noted to please be sure anyone you know who is applying also reaches out to CSC for collaboration confirmation.
There was a question about whether it is a conflict of interest for Board Members who may wish to apply for the RFA to vote to approve the materials as presented. There was a consensus that it was not a conflict of interest.
The Board asked if there has been a consideration for equitably distributing the funds between the three counties. It was explained that, yes, this is always considered in all our work. We didn't put a cap on the amount for each county simply because we want to make sure that we get applications as broadly as possible,
The Board asked if this application included a requirement for screening for needs. No, this application does not require screening of needs. However, the application does include metrics and asks how applications plan to achieve their impact and evaluate their progress. The scoring rubric was discussed.
It was acknowledged that by not including the RFA process document and attachments in the Board Packet, Board Members who would have liked to take a more in-depth look at this didn't have the opportunity. However, this was done to preserve the balance of fairness for Board Members who may wish to apply.
The Board asked if the Early Learning Hub should offer a technical assistance session for interested persons who are not as familiar with the jargon to make the process more accessible. It was agreed that the Early Learning Hub would work to have a Q&A session and produce a written Q&A document available to everyone.
The Board mentioned that in other discussions, it was suggested that a project or partnership with RideLine might be able to help break down transportation barriers for our priority populations.
The Board expressed frustration with the compressed timelines of this RFA process. While understanding that it is out of the control of the Early Learning Hub Governing Board or staff, compressed timelines leave a lot to be desired from a best practice and best implementation perspective.

DISCUSSION VOTE	Strategy 9.2 RFA Process
The Board was asked to approve the Strategy 9.2 RFA process.	

Motion: Pegge McGuire (proxy for Eldridge)															
2 nd : Laura Farmer															
Brown	Y	N	A	Farmer	Y	N	A	Manning	Y	N	A	Smith	Y	N	A
Burke	Y	N	A	Hall	Y	N	A	Martinelli	Y	N	A	Waller	Y	N	A
Davis	Y	N	A	Halliday	Y	N	A	Pizano	Y	N	A	Wynkoop	Y	N	A
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Elizondo	Y	N	A	Jones	Y	N	A	Schempf	Y	N	A	Open	Y	N	A
Everest	Y	N	A	Koehne	Y	N	A	Sigman	Y	N	A				
VOTING RESULTS		Individual Votes cast by Board Members (Yes, No, Abstain)													
Abstentions: Lola Jones, Bettina Schempf															
The Board voted to approve the Strategy 9.2 RFA process.															

DISCUSSION ITEM	Preschool Promise Prioritization														
<p>Kristi reviewed the Preschool Promise placement prioritization document. She gave details for the prioritization categories and priority points. This prioritization process was created by the Regional Stewardship committee and will be submitted to the state tomorrow. Board Feedback is requested.</p> <p>The Board asked if ACEs screening and considerations were a factor in the prioritization process. It was explained that the Regional Stewardship Committee did discuss how to incorporate some of those screening tools, similar to the use of screening tools by Head Start. We came to a point where this was what we felt we could get to this year within staffing capacity for processing the applications and recognizing it's a growing and evolving process. With additional funding and support from the state in the future, we hope to expand the prioritization process.</p> <p>A link to the minutes from the Regional Stewardship Committee discussion of the process was shared, https://lblearlylearninghub.org/event/early-childhood-coordinating-council-5/.</p> <p>It was noted that the preschool programs need more support to manage the higher needs of the priority placements.</p> <p>It was noted that the IHN is trying to address population health and social determinants of health and looks forward to incorporating these screenings into their work in the future.</p> <p>It was noted that a Universal Pre-K would sidestep all of these inclusion and exclusion issues.</p>															

DISCUSSION ITEM	Early Learning Hub Charter Revision Process														
<p>Kristi reminded the Board that our charter was created over seven years ago as the Early Learning Hub was forming. It is time for a review as the last revision was made in 2019. Some sections of the charter will need very little change. However, with the new scope</p>															

of work in our current contract, some areas do not align within our existing charter to the language in the scope of work, specifically around some of the workgroups and our governance structure. She would like to find the best process to be inclusive of Board Members and use the new contract language but not burdensome to the Board. To include the new scope of work. It was suggested that the Board review a few sections at each meeting, starting with those that should need little changes, or a Board subcommittee could be formed to work on the charter review process and then bring their findings back to the entire Board. The Board was asked for feedback.

The Board asked to review key changes in the latest scope of work as a starting point, provide feedback separately, and then aggregate it for a full Board discussion.

A link to the special presentation to the Board on the EL Hub Theory of Change, Scope of Work, and Staffing Requirements was shared

<https://linnbenton.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=52a80998-4968-48c4-8916-add601893458>.

A link to the current Hub Charter was shared <https://lblearlylearninghub.org/wp-content/uploads/2019/05/EL-Hub-Charter.pdf>.

It was agreed that a thread would be started in Basecamp to discuss the language changes and sections that may not need much review. Then for sections that do need changes, the Board can decide on a process in a future meeting.

PROGRAM UPDATE	Pollywog Update
LeAnne shared the Pollywog updates and analytics for the database, website, newsletter, and social media.	
North Lincoln Hospital will be to be adding in-person prenatal classes.	
Pollywog has been working with the Parenting Success Network as they update their website. We will share the WordPress base and templates of our Pollywog site with PSN. This will not affect the Pollywog site but will help PSN make the changes and updates they want to make more affordable. Their new site should be visible in a few months.	
The new Pollywog blogger, Sabrina Dedek, will begin on Monday after Mother's Day. Her first blog is about a surprise pregnancy experience.	
Child care is a big request from families in our community.	

PROGRAM UPDATE	Family Connects & Community Alignment Update
Connie shared information about changes happening at Family Connects International. The organization is working on becoming a nonprofit, and that transition should be complete by July 1 st . There will be some staff support changes.	
Enliven is a new partner for Pollywog. They support single parents with grants to help them finish their education.	
Connie shared parent feedback from Family Connects post-visit calls.	

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.	

ACKNOWLEDGMENT	Retirement of Julie Manning
The Board discussed the retirement of Julie Manning and shared their appreciation and remembrances of her work. She will be missed.	

DISCUSSION ITEM	IHN-CCO
IHN-CCO is looking to improve primary care access for IHN members and the community in general. Melissa asked the Board to discuss the barriers to accessing primary care.	
One barrier mentioned was the lack of child care. The Board discussed the capacity and opportunities for drop-in child care near primary care physician offices.	
Comments included	
<ul style="list-style-type: none"> • Concerns about liability attached to child care. • Licensed providers must maintain a ratio and are not allowed to do drop-in childcare. • Could a voucher be offered? Maybe but slots and spaces are still very scarce. • Consider the model used by grocery stores and gyms, drop-in babysitting. Drop-in only works where the parent is on-site. • Issues with sibling sets and not conducive to the age-segregated model required by most licensed providers. • Consider a collaboration with the TANF provided childcare system • Connect to Lynnette at CCR&R to work through child care provider and need challenges 	

NEXT MEETING	2:00 pm, June 30, 2022 Online via Zoom
MEETING ADJOURNED	3:43 pm.