

# Early Learning Hub of Linn, Benton & Lincoln Counties

## Governing Board Meeting Minutes

<b>MEETING COMMENCED</b>	2:00 PM, AUGUST 1, 2024 Online via Zoom
<b>MEETING CALLED BY</b>	Claire Hall
<b>STAFF MEMBERS PRESENT</b>	Kristi Collins, Matt Grams, Jinguang Lin, Sam Rounsavell, Bryan Steinhauser
<b>VERSION</b>	Approved
<b>RECORDED</b>	Yes

### Agenda topics

<b>ROLL CALL</b>	Board Members Present or Absent							
	Present	Absent		Present	Absent		Present	Absent
Shelagh Baird	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Laura Farmer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Stephany Koehne	<input checked="" type="checkbox"/>	<input type="checkbox"/>
DeAnn Brown	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Claire Hall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Steve Martinelli	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Belit Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Susan Halliday	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Bettina Schempf	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dean Craig	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Jason Hay	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Paul Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeff Davis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Todd Jeter	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Diane Wilkinson	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Barbara Dougherty	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lola Jones	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lynnette Wynkoop	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>QUORUM</b>								
A Quorum was present. There are currently 18 seated Board members, and 11 were present at this meeting.								

<b>DIRECTOR'S REPORT</b>	LBL Hub Updates
<p>Kristi notified the Board that AI notetakers will not be allowed in EL Hub meetings unless it is a specific accommodation. Many AI notetaker programs have issues with data ownership and confidentiality.</p> <p>Onward, Eugene completed a Best Place for Working Parents application. Oregon won a Ford Family Grant to become a Best Place Working Parents group statewide. Our Hub will soon receive a login and access to the data. Launching Best Place for Working Parents in our region is included in our Strategic Plan.</p>	

<b>FISCAL REPORT</b>	Matt Grams
Matt presented the revenue, expenditures, and miscellaneous reports for June 2024.	
The Board asked about Pollywog's expenditures and funding levels for the second year of the biennium. Kristi explained that there are pending grants and grant proposals, and we hope to be awarded additional funds.	

<b>CONSENT ITEMS</b>	June 2024 Meeting Minutes										
The Board was asked to approve the June 2024 meeting minutes.											
Motion: Belit Burke											
2 <sup>nd</sup> : Laura Farmer											
	Y	N	A		Y	N	A		Y	N	A
Shelagh Baird	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Laura Farmer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stephany Koehne	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
DeAnn Brown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Claire Hall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steve Martinelli	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Dean Craig	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jason Hay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Paul Smith	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Jeff Davis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Todd Jeter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diane Wilkinson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barbara Dougherty	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lola Jones	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lynnette Wynkoop	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

<b>VOTING RESULTS</b>	Individual Votes cast by Board Members (Yes, No, Abstain)										
Abstentions: Stephany Koehne, Paul Smith											
The Board voted to approve the minutes as presented.											

<b>DISCUSSION ITEM</b>	Additional Early Literacy Fund Request										
Kristi shared that at the last Board meeting, there was a goal of getting more of these funds into Lincoln County. A proposal was received from Lincoln County School District asking for \$15,800.27. There are about \$50,000 in funding available.											
The Board asked for the total award amount for the Birth to Five literacy funds. Matt responded that \$241,700 was the total award.											

<b>DISCUSSION VOTE</b>		Additional Early Literacy Fund Request									
The Board was asked to approve the Lincoln County School District proposal for Early Literacy Funds.											
Motion: Paul Smith											
2 <sup>nd</sup> : Bettina Schempf											
	Y	N	A		Y	N	A		Y	N	A
Shelagh Baird	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Laura Farmer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stephany Koehne	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DeAnn Brown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Claire Hall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steve Martinelli	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Belit Burke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Susan Halliday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bettina Schempf	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dean Craig	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jason Hay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Paul Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jeff Davis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Todd Jeter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diane Wilkinson	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Barbara Dougherty	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lola Jones	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lynnette Wynkoop	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>VOTING RESULTS</b>		Individual Votes cast by Board Members (Yes, No, Abstain)									
Abstentions: Diane Wilkinson											
The Board voted to approve the Item as presented.											

<b>DISCUSSION ITEM</b>		Funding Proposal for Title IV-B2 Funds									
Kristi explained the tighter regulations around how Title IV-B2 funds can be spent and details of the proposals being made.											
The funding proposals are as follows:											
<b>Family Support Funds:</b>											
LPHA Family Connects Programs: \$22,445 each											
To support referral services in Connect Oregon (Unite Us)											
<b>Family Preservation Funds:</b>											
Family Tree: \$30,350											
Old Mill: \$30,350											
To enhance Relief Nursery Services (in alignment with fund requirements)											
<b>Healthy, Stable &amp; Attached Families:</b>											
Open, rolling RFA for community-based organizations to offer parenting classes focused on Budgeting/financial planning, Stress Management, Health, and Nutrition.											
The Board asked if the Healthy, Stable & Attached Families (HSAF) proposals must be classes or if education, financial literacy, and opportunities such as financial or parenting coaching would be acceptable. Kristi responded that the contract language specifies parenting education, so those would fall under that criteria.											
The Board asked if the HSAF proposals could be expanded to include basic needs, such as resource closets, emergency food, diapers, etc. Kristi responded that basic needs											

meet the criteria for using the HSAF funds. The Board could entertain a motion to amend the HSAF proposal to include basic needs.

<b>DISCUSSION VOTE</b> Amendment to the HSAF program for Title IV-B2 Funds											
The Board was asked to approve and amend the HSAF program to include basic needs.											
Motion: Laura Farmer											
2 <sup>nd</sup> : Paul Smith											
	Y	N	A		Y	N	A		Y	N	A
Shelagh Baird	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Laura Farmer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stephany Koehne	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DeAnn Brown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Claire Hall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steve Martinelli	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<b>VOTING RESULTS</b> Individual Votes cast by Board Members (Yes, No, Abstain)											
Abstentions: None											
The Board voted to approve the Item as presented.											

<b>DISCUSSION VOTE</b> Funding Proposals for Title IV-B2 Funds with amendment											
The Board was asked to approve the amended Funding Proposals for Title IV-B2 Funds.											
Motion: Belit Burke											
2 <sup>nd</sup> : Laura Farmer											
	Y	N	A		Y	N	A		Y	N	A
Shelagh Baird	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Laura Farmer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stephany Koehne	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
DeAnn Brown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Claire Hall	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Steve Martinelli	<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"/>	Todd Jeter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Diane Wilkinson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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<b>VOTING RESULTS</b> Individual Votes cast by Board Members (Yes, No, Abstain)											
Abstentions: Bettina Schempf											
The Board voted to approve the Item as presented.											

<b>DISCUSSION ITEM</b>	2024-2028 EL Hub Strategic Plan - Informational
	Kristi presented the final Strategic Plan to the Board. It will be submitted to the state well ahead of schedule. The plan can be found online in digital flipbook form at <a href="https://issuu.com/pollywogprogram/docs/2024-2028_strategic_plan">https://issuu.com/pollywogprogram/docs/2024-2028_strategic_plan</a> .
	The Board asked if the EL Hub Board or staff members were involved in the LBCC campus-wide strategic planning process. Several people shared that they are participating.

<b>PROGRAM UPDATE</b>	
	Kristi mentioned the Business Liaison update that is included in the Board packet.
	The Board asked about the growth of our region's new child care businesses. Bryan responded that he believes there is and that the data will be available by the next Board meeting.
	Bryan gave an update on Growing Care funding, including pending grants and grant proposals.
	The Board asked about Growing Care outreach in Lincoln County. Bryan discussed the existing marketing strategies there.
	The Board asked about the criteria for applying for home-based child care funding. Bryan responded that getting licensed is the most critical criterion. Lynette added that there is an emphasis on accepting ERDC and providing infant and toddler care.
	The Board asked about a funding dashboard for Growing Care. Kristi clarified that grant funds supporting Growing Care are not part of the Early Learning Hub budget but are directly funneled to the CCR&R Family Connections.
	Bryan shared about future Business Outreach Initiative projects and partnerships.

<b>NEXT MEETING</b>	2:00 pm, September 5, 2024 Online via Zoom
<b>MEETING ADJOURNED</b>	2:42 pm