



Early Learning Hub

of Linn, Benton & Lincoln Counties

Governing Board Packet March 2026

Governing Board
Early Learning Hub
March 5, 2026
lblearlylearninghub.org

Packet Overview

In your Governing Board packet for March 2026, you will find the following information:

1. Agenda
2. Fiscal Report – 2nd Quarter financials and financial narrative are included.
3. Board Vacancies
4. Consent Items
 - a. February Board Meeting Minutes
5. Discussion Item
 - a. Board Member Application
 - b. Title IV-B2 Distribution
 - c. El Hub Bylaws
6. Program Updates
 - a. Pollywog Update



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Agenda

Governing Board Members

Laura Farmer, Co-Chair
Parent

Bettina Schempf, Co-Chair
Old Mill Center

DeAnn Brown
Confederated Tribes of Siletz Indians

Belit Burke
Department of Human Services

Dean Craig
Willamette Workforce Partnership

Bonnie Dietrich
Greater Albany Public Schools

Barbara Dougherty
Samaitan Early Learning Center

Susan Halliday
Philomath School District

Jason Hay
*Linn Benton Lincoln
Education Service District*

Tammi Hillhouse
Department of Human Services

Todd Jeter
IHN-CCO – Standing Position

Paulina Kaiser
Samaitan Health Services

Stephany Koehne
Kids & Company of Linn County

Andrea Lengel
Community Services Consortium

Dale Moon
Linn-Benton Community College

Paul Smith
Strengthening Rural Families

Diane Wilkinson
Lincoln County School District

Lynnette Wynkoop
Child Care Resource & Referral



Early Learning Hub

of Linn, Benton & Lincoln Counties

Governing Board Meeting

March 5, 2026

2:00 – 4:00 pm

Members of the public who want to make public comment must sign in. During the public comment portion of the agenda, each individual speaker will have 3 minutes.

- I. Introductions & Welcome New Members
- II. Public Comment
- III. Director's Report
- IV. 2nd Quarter Fiscal Report
- V. Current Board
 - a. Vacancies: Benton – 2, Lincoln – 4, Linn - 3
- VI. Consent Items
 - a. February Board Meeting Minutes
- VII. Discussion Item
 - a. Board Member Application – Approval Needed
 - b. Title IV-B2 Distribution – Approval Needed
 - c. El Hub Bylaws – Approval Needed
- VIII. Next Meeting – April 2, 2026
- 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

2nd Quarter Financial Summary

Early Learning Hub of Linn, Benton & Lincoln Counties

Early Learning Hub - 2-Year Budget (7/1/25 - 6/30/27)

Governing Board Summary Financial Update as of the end of **December 2025**

	Budget	Current Quarter	YTD	Encumbrances	Balance	% Rcvd	Net Available
Grant Resources							
Pollywog Revenue	\$ 757,196.26	\$ 113,724.79	\$ 261,749.95		\$ 495,446.31	35%	\$ 495,446.31
Pollywog Expenditures	\$ 757,196.26	\$ 113,748.88	\$ 236,326.07	\$ 511,909.26	\$ 520,870.19	31%	\$ 8,960.93
Balance	\$ -	\$ (24.09)	\$ 25,423.88				
State Resources							
Dept. of Education - ELD - Coordination (Reserve Revenue)	\$ 73,591.17	\$ -	\$ 24,667.79		\$ 48,923.38	34%	\$ 48,923.38
Coordination Revenue	\$ 974,220.65	\$ 129,373.13	\$ 233,059.13		\$ 741,161.52	24%	\$ 741,161.52
Coordination Expenditures	\$ 1,047,811.82	\$ 129,373.13	\$ 257,726.92	\$ 715,600.89	\$ 790,084.90	25%	\$ 74,484.01
Balance	\$ -	\$ -	\$ -				
Coordinated Enrollment Revenue	\$ 644,733.43	\$ 79,634.68	\$ 158,836.48		\$ 485,896.95	25%	\$ 485,896.95
Coordinated Enrollment Expenditures	\$ 644,733.43	\$ 79,634.68	\$ 158,836.48	\$ 458,792.23	\$ 485,896.95	25%	\$ 27,104.73
Balance	\$ -	\$ -	\$ -				
Reimbursement Grants							
Title IV-B2 Revenue	\$ 123,103.90	\$ 2,477.34	\$ 19,602.34		\$ 103,501.56	16%	\$ 103,501.56
Title IV-B2 Expenditures	\$ 123,103.90	\$ 2,477.34	\$ 19,602.34	\$ 14,542.22	\$ 103,501.56	16%	\$ 88,959.33
Balance	\$ -	\$ -	\$ -				
Kindergarten Partnership & Innovation Revenue	\$ 507,208.57	\$ 32,523.80	\$ 40,785.35		\$ 466,423.22	8%	\$ 466,423.22
Kindergarten Partnership & Innovation Expenditures	\$ 507,208.57	\$ 32,523.80	\$ 40,785.35	\$ 247,727.68	\$ 466,423.22	8%	\$ 218,695.54
Balance	\$ -	\$ -	\$ -				
Birth To Five Early Literacy Revenue	\$ 65,990.39	\$ 3,017.28	\$ 3,017.28		\$ 62,973.11	5%	\$ 62,973.11
Birth To Five Early Literacy Expenditures	\$ 65,990.39	\$ 3,017.28	\$ 3,017.28		\$ 62,973.11	5%	\$ 62,973.11
Balance	\$ -	\$ -	\$ -				
All Resources							
Revenue	\$ 3,146,044.37	\$ 360,751.02	\$ 741,718.32		\$ 2,404,326.05	24%	\$ 2,404,326.05
Expenditures	\$ 3,146,044.37	\$ 360,775.11	\$ 716,294.44	\$ 1,948,572.28	\$ 2,429,749.93	23%	\$ 481,177.65
Balance	\$ -	\$ (24.09)	\$ 25,423.88				

2nd Quarter Financial Narrative



Early Learning Hub
of Linn, Benton & Lincoln Counties

Finance

October-December 2025

QUARTERLY DETAILS

Revenue:

For the second quarter of 2025-26, we received \$129,373 for Coordination. For Pollywog we received \$113,724. This includes the programs under Pollywog; Asset Mapping and Community Capacity Building Funds. For Coordinated Enrollment we received \$79,634. For Title IV-B2 we received \$2,477. For KPI we received \$32,523. And for Birth to five literacy Funds we received \$3,017.

Expenditures:

Wages came to a total of \$177,145 for the second quarter of 2025-26. The benefits total was \$129,520. And the total for services and supplies came to a total of \$22,735. KPI had 4 reimbursements in the amount of \$28,473. Birth to five literacy expenses came to a total of \$2,901.23 for Read for the Record.

Other Information:

Pollywog is the only Fund that does not balance to zero because it is the only Fund that receives a flat monthly amount as opposed to drawing funds based on expenses. Since this is the second quarter of the biennium, we are 25% complete. Our percentages received and spent should reflect this. Pollywog's percentages are higher because they received funding for Asset Mapping, SHIP and CCBF the first 2 quarters but won't the rest of the biennium. Our reimbursement grants are lower because some of our partners didn't have expenses to reimburse the first 2 quarters and we still need to do allocations for Title IV-B2 Funds. A lot of partners have seasonal expenses. KPI contracts are complete for 2026-27 and the partner allocations have been added to the encumbrances.

Consent Items

February Meeting Minutes

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

Meeting Commenced	3:15 pm, Date In-person at Linn-Benton Community College
Meeting Called By	Bettina Schempf
Staff Members Present	Kristi Collins, Sam Rounsavell
Version	Draft
Recorded	Yes

Agenda topics

Roll Call	Board Members Present or Absent							
	Present	Absent		Present	Absent		Present	Absent
DeAnn Brown Confederated Tribes of the Siletz Indians	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Susan Halliday Benton County K-12	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Andrea Lengel Lincoln County Human & Social Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Belit Burke Linn County Human & Social Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Jason Hay Education Service District	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dale Moon Fiscal Agent Non-voting member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dean Craig Linn County Business	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Tammi Hillhouse Oregon Department of Human Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bettina Schempf Benton County Human & Social Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bonney Dietrich Linn County K-12	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Todd Jeter Coordinated Care	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Paul Smith Benton County Early Childhood Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Barbara Dougherty Lincoln County Early Childhood Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Paulina Kaiser Benton County Health	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Diane Wilkinson Lincoln County K-12	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Laura Farmer Benton County Parent	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Stephany Koehne Linn County Early Childhood Education	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lynnette Wynkoop Child Care Resource & Referral	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Quorum

A Quorum was present. There are currently 18 voting Board members, and 10 were present at this meeting.

Discussion

Claire Hall

The Board paused to remember and honor the life and service of former board member Claire Hall, who passed away suddenly in January. Members reflected on her many years of dedicated service, including her time as a commissioner and her long-standing leadership in county and family services.

It was noted that Claire brought consistent energy, insight, and commitment to the Board's work. She was recognized for her deep understanding of community and family needs, and her strong support of early childhood and family programs.

Board members also shared appreciation for her passion for children and families, her advocacy for this work, and her courage in living her truth. Her contributions to the county and the community were acknowledged as significant and lasting.

The Board expressed gratitude for Claire's service and noted that she will be greatly missed.

Director's Report

LBL Hub Updates

Kristi reported on statewide listening sessions focused on backbone organizations and the development of a clear process for transitioning backbone organizations when needed. She noted that this is not a statewide restructuring, but a strategic process to be used when specific community needs arise.

She also shared updates on new statewide peer learning sessions that bring Hubs together to share best practices and resources. The first session focused on family supports and highlighted our Hub's work in creating the Holiday Resource Guide and Community Event guides. These sessions will occur monthly, and upcoming topics will be shared on Basecamp. Board members were encouraged to participate as a way to stay informed and connected to statewide efforts.

Board Vacancies

Vacant Board Positions

The Board discussed current vacancies and potential candidates.

Breeze Powell, Maternal, Child & Family Health Program Manager with Lincoln County Public Health, expressed interest and plans to observe another meeting before deciding. She is also considering the appropriate representative from her organization.

Laura submitted the name of a potential housing representative. The individual has requested additional information and received an application. Kristi offered to meet with the candidate to answer questions and provide further guidance. Recruitment and outreach efforts are ongoing.

Discussion Item

Compliance & Regulatory Committee Update

Bettina reported that the committee is updating the governance charter and related policies, including clarifying terminology (Board/Governance Council), adding key definitions, and developing required sections. Policy updates include procedures for backbone organization conflicts and leadership succession.

The committee is collaborating through Google Drive and is formalizing existing practices related to public notice and public comment. Language regarding the relationship between the director and the Governance Council is also under review.

Draft updates are expected in March, with the goal of Board approval next month to meet the April 1 state deadline. Kristi has raised concerns with the state regarding the shortened timeline. A board roster is also due by April 1.

The committee will bring draft charter updates to the next meeting and request input from Board members on conflict resolution and existing organizational policies that may inform this work.



Consent Agenda Vote			Meeting Minutes								
The Board was asked to approve the consent agenda as presented.											
Motion: Paul Smith											
2 nd : Lynnette Wynkoop											
	Yes	No	Abstain		Yes	No	Abstain		Yes	No	Abstain
DeAnn Brown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Susan Halliday	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Andrea Lengel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Belit Burke	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jason Hay	<input checked="" 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"/>	Tammi Hillhouse	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Paul Smith	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bonney Dietrich	<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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Paulina Kaiser	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lynnette Wynkoop	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Laura Farmer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stephany Koehne	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Voting Results			Individual Votes Cast by Board Members (Yes, No, Abstain)								
Abstentions: None											
The Board voted to approve the consent agenda as presented.											

Legislative Updates		Roundtable Discussion
<p>Board members discussed upcoming and current legislation impacting children and families and shared opportunities for advocacy and testimony. Concerns were raised about potential budget cuts affecting programs, and the need for continued education of legislators was noted.</p> <p>Members highlighted several bills of interest, including legislation on universal school meals (SB 1581), standardized background checks in early childhood and education settings, and consumer protections for unsafe child car seats. House Bill 4092, addressing the sale of noncompliant child safety seats, was identified as a priority, with support for related testimony.</p> <p>Resources and updates will be shared on Basecamp to support coordinated advocacy efforts.</p>		

Next Meeting	2:00 pm, March 5, 2026 Online via Zoom
Meeting Adjourned	3:40 pm

Workgroup Meeting Minutes

No workgroups met in February 2026

Discussion Items

Board Member Application



Governing Board Application

Please answer the following questions regarding your experience and interest in serving on the Governing Board of the Early Learning Hub of Linn, Benton & Lincoln Counties. Your response is due back to the Early Learning Hub Director. Applications will be accepted until all positions are filled. Please submit your completed applications to: Kristi.collins@linnbenton.edu. For more information about the Early Learning Hub visit: www.lblearlylearninghub.org

Questions for potential EL Hub Governing Board members:

1. Name: **Andrea Bartell**
2. Organization: **Young Roots Oregon**
3. Position/seat applying for: **Housing**
4. County/Counties you represent: Linn Benton Lincoln
5. Do you foresee any financial conflict serving on the Board? Yes No
6. The Early Learning Hub Board meets on the first Thursday of the month from 2-4 PM. Meetings are currently held remotely via Zoom, however when in-person meetings are allowed the meetings will rotate between the three counties. You are expected to review your Board packet prior to the Board meeting and be prepared to discuss included items. Are you able to meet that time commitment, at minimum? Are you able to commit additional time to participate in workgroup/committee meetings and/or state collaboratives? Yes No
7. What interests you about serving on the Board?

I was nominated as a housing representative but the work of the Early Learning Hub very much intersects within our work at Young Roots Oregon as we support youth with children, representing children from 0-5 years old who have drastically negative outcomes related to their peers born to older mothers. I am interested in having a representative voice at the table of the Early Learning Hub to advocate for the Board to be inclusive in thought and intentional in action for children who are marginalized, to give every child in our region the best possible start to life.
8. What are some of your previous volunteer experiences or leadership roles?

I worked with middle school and high school for nearly 15 years as a volunteer and staff member through Albany Young Life and the Greater Albany Public School District, then started Young Roots Oregon in 2019 as a volunteer led organization supporting youth-led households. I have held positions as leader, team leader, president and now Executive Director.
9. If you were to join our Board, are there any experiences you'd like to have as a board member or people you'd like to meet?

I do not have a lot of capacity to take on workgroups or committees, but can commit to the time required as a Board Member.

10. What skills, connections, resources, and expertise do you have to offer and are willing to use on behalf of this organization?

I am well connected in the social services network within Linn and Benton county, with active partnership relationships that wrap around adolescent parents and their children. We have partnered with the Early Learning Hub by hosting Parent Councils during the start up year. I am a creative and intentional leader who wants to see resources be utilized to their full

11. What does equity mean to you?

Equity means reducing systemic and bias barriers for all people to have the same opportunities to thrive, and giving those who face inequities voice in how to create effective action.

12. Do you have any worries about joining the Board?

No. I think it will be a great learning and connection opportunity.

13. Is there anything you think you would need from this organization to make this experience a successful one for you?

Not currently.

14. Do you have any questions for the EL Hub staff?

Not currently.



Title IV-B2 Distribution

Summary of Board Retreat Discussion: Title IV-B2 Funds February 5, 2026

The Board discussed developing a clearer, more proactive plan for allocating Title IV-B2 (Family Support and Family Preservation) funds. Rather than waiting until the end of each biennium to determine how to spend the funds, there was agreement on the need for a defined process that aligns with the Hub's strategic plan, identified community needs, and governing board priorities.

Sam proposed using the current meeting for discussion and returning in March, ready to make a formal decision. There is a sense of urgency: the sooner funds are distributed; the sooner community partners can support children and families—particularly those with the greatest needs. Approximately \$60,459 must be spent by September 30 under the current contract period (October–September cycle, with a transition to a July–June cycle underway). While funds could roll into the second year of the biennium, underspending may negatively impact future allocations and legislative confidence in the Hub's need for funding.

The Board discussed potential priority areas, including:

- Parenting education (identified under both funding streams)
- Emergency assistance for families (e.g., utility or basic needs support distributed quickly through trusted partners)
- Home visiting and professional development for home visitors
- Birth-to-3 populations (a Hub-identified priority not fully addressed through Preschool Promise)
- Transportation barriers (raised consistently across communities)

There was strong interest in subcontracting with trusted community partners already serving families rather than launching a formal RFP process. The Hub's funding procedures allow the Board to identify strategies and partners by consensus, then contract directly with agencies that can implement the work. **Potential partners mentioned included relief nurseries, Healthy Families programs, Young Roots, and other county-based family support organizations. In Lincoln County, where a relief nursery is no longer operating, the Board discussed identifying an alternative trusted entity.**

Members also considered whether to distribute smaller amounts across multiple agencies or to concentrate funds in a single central organization per county. There was interest in creating a shortlist of eligible partners (estimated five to six capable organizations) and offering defined scopes of work—potentially in \$10,000–\$20,000 increments—to move funds efficiently. A shared document (e.g., Google Doc) will be developed to compile partner recommendations prior to the next meeting.

The Board also reviewed the state's updated reporting structure, which has shifted from funding-based to initiative-based reporting. This new system allows for streamlined tracking across multiple agencies working on similar initiatives and captures stronger narrative and systems-level coordination data. This shift should make it easier to define funding priorities and monitor progress once allocations are finalized. Subcontractors will continue to operate on a cost-reimbursement basis with quarterly reporting and mid-cycle check-ins to ensure accountability and timely spending.

Overall, the discussion emphasized:

- Acting quickly but strategically
- Grounding decisions in data and strategic priorities
- Leveraging trusted community partners
- Ensuring accountability and measurable impact
- Fully spending available funds to support families and sustain future investment

The Board will continue refining priorities and return prepared to make allocation decisions at the March meeting.

Title IV-B2 Proposal

These funds would be allocated to agencies supporting families with children from prenatal to age 3. This is a Governing Board-identified Priority Population.

Family Preservation Funds: 27,537.43

Focus on agencies with the ability to quickly get resources directly to families as a financial emergency funding resource.

\$9,200 allocated to each county

1. Lincoln County – the Lincoln County Board representatives identified Healthy Families as the agency suited for this. (Open to further discussion)
2. Linn County – Family Tree Relief Nursery
3. Benton County – Old Mill Center Relief Nursery

Relief Nurseries already do this work and are required to have a 25% match.

Family Preservation: 30,692.73

Focus on Parenting Education and Home Visiting (including professional development for home visitors).

Identified Agencies:

4. Young Roots – serves Linn & Benton counties
5. Parenting Success Network – serves all three counties
6. Healthy Families – serves all three counties through multiple agencies

Agencies would be offered \$3,825 for each county served.

Our options:

1. EL Hub Director moves forward with contracting to get funds under contract quicker, using the plan outlined above and the contract requirements of Title IV-B2 as guidance
2. Each agency would be invited to submit a (brief) plan/narrative on how they would spend the funds. Plans would be presented at the April meeting for approval before contracts are executed.

El Hub Bylaws

The Compliance & Regulatory committee will present the updated EL Hub bylaws and share information about the revision process. All significant changes will be highlighted in the document for your convenience. View document here <https://lblearlylearninghub.org/wp-content/uploads/2026/02/2026-EL-Hub-Charter-Revision-DRAFT-1.pdf>



Program Updates

To prioritize meeting time for items that need action or feedback, Program Updates will be included in the Board packet but not presented during the meeting.

Pollywog

Quarterly Governing Board Report

March 2026

Serving *families*

Pollywog serves families with 0-5 year old children in Linn, Benton and Lincoln Counties. Since 2017, Pollywog has served over 4,500 families across our region.

Projects

Details

Outcome

7

Certified Health Worker Certifications

CHW Training prepares individuals to act as trusted liaisons, patient advocates to improve health outcomes

All 7 Pollywog and Preschool Promise staff workers have received CHW training and been certified

\$\$

Embark - Oregon College Savings Plan Grant

The OR Treasury is offering to put \$200 into new accounts for children under 1 year, with a special code

We have been visiting parenting education classes and giving parents information about this limited time offer, and dispensing those special codes

200

Baby Gate Giveaway

A Community Partner offered to give us 200+ baby gates for our families

We took delivery on 2/27, and are now contacting families to offer the gates, as well as planning to hand out at events



Asset Mapping Grant has sunsetted

Submitted all reports (in English and Spanish) and final documents to OHA

Currently giving presentations to various organizations about results of Asset Mapping

** Acknowledgements* →

We are so grateful for the help and support of our community partners in being able to reach our goals and meet with families as we attempted to map the assets in their communities..



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