



# Early Learning Hub

*of Linn, Benton & Lincoln Counties*

Governance Council Packet May 2026

Governance Council  
Early Learning Hub  
May 7, 2026  
[lblearlylearninghub.org](http://lblearlylearninghub.org)

## Packet Overview

In your Governance Council packet for May 7, 2026, you will find the following information:

1. Agenda
2. Current Board Vacancies
3. Consent Items
  - a. April Council Meeting Minutes
  - b. April HCI Meeting Minutes
4. Discussion Item
  - a. EL Hub Bylaw Final Revisions – Approval Needed
  - b. PSN Transition - Informational
  - c. DELC Hub Backbone Process – Informational
5. Program Updates
  - a. Coordinated Enrollment Update



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## Agenda

### Governance Council Members

Laura Farmer, Co-Chair  
*Parent*

Bettina Schempf, Co-Chair  
*Old Mill Center*

Andrea Bartell  
*Young Roots Oregon*

DeAnn Brown  
*Confederated Tribes of Siletz Indians*

Alicia Bublitz  
*IHN-CCO – Standing Position*

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*

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*



## Governance Council Meeting

May 7, 2025

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. Roll Call – Zoom Participants List
- II. Public Comment
- III. Director's Report
- IV. Current Board Vacancies
- V. Consent Items
  - a. April Council Meeting Minutes
  - b. April HCI Meeting Minutes
- VI. Discussion Item
  - a. EL Hub Bylaw Final Revisions – Approval Needed
  - b. PSN Transition - Informational
  - c. DELC Hub Backbone Process – Informational
- VII. Next Meeting – June 25, 2026
- VIII. Adjournment

All members of the EL Hub Governance Council 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 final vote.

## Consent Items

### April Governance Council Meeting Minutes

# Early Learning Hub of Linn, Benton & Lincoln Counties Governance Council Meeting Minutes

<b>Meeting Commenced</b>	2:00 pm, April 2, 2026 Online via Zoom
<b>Meeting Called By</b>	Bettina Schempf
<b>Staff Members Present</b>	Matt Grams, LeAnne Trask
<b>Guests Present</b>	Lori Arnold, Human Resources Coordinator, KidCo Head Start (proxy/shadowing role)
<b>Version</b>	Draft
<b>Recorded</b>	Yes

### Agenda topics

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

### Quorum

The quorum necessary to make final decisions will be 51% of the current Governance Council Members. There are currently 20 Council members, and 14 were present at this meeting.

### Discussion Item

Welcome and Introductions

Council Members introduced themselves.

<b>Director's Report</b>	LBL Hub Updates
<p>Kristi shared an update on a statewide reallocation of 77 Preschool Promise (PSP) slots that were previously unfilled in other regions. An RFA is now open to all Early Learning Hubs to request a portion of these slots, with awards expected to be highly competitive and based primarily on demonstrated need as reflected in current waitlists.</p>	
<p>The Hub has identified three local programs with consistently full enrollment and ongoing waitlists and has reached out to gauge their interest in applying. Based on current enrollment projections, these programs are already nearing capacity for the upcoming year, indicating strong regional need.</p>	
<p>The Council expressed concerns about relying solely on waitlist data to determine need, as some families may not apply when programs are already full. It was clarified that eligibility for new slots is limited to providers already on the state's eligible provider waitlist, established through a prior process.</p>	
<p>The application window is open through May 15. Kristi also noted the importance of providers joining the eligible list in advance of future opportunities, as new providers cannot be added once reallocation opportunities are underway.</p>	
<p>Kristi shared that April will be a particularly busy month, with several upcoming conferences and meetings. These include the Coastal Conference, the Northwest Teaching &amp; Learning Conference in Portland (formerly OASCD/COSA), and a statewide Early Learning Hub Director meeting hosted by DELC in Pendleton. As a result, there will be increased out-of-office time, though she will remain available by email.</p>	
<p>Kristi also reported that all required contract deliverables due April 1 were successfully submitted on time. The Hub Charter draft was accepted to meet the deadline, and the final version will be confirmed following board review.</p>	

<b>Council Vacancies</b>	Vacant Council Positions
<p>Bettina shared that the board currently has several vacancies across sectors and counties. Open positions include housing and business in Benton County; health, parent, housing, and business in Lincoln County; and parent and health in Linn County. Members were encouraged to identify and refer potential candidates, particularly individuals who value early childhood systems and their connection to broader community and economic outcomes.</p>	
<p>Board members expressed willingness to support recruitment efforts. Diane Wilkinson noted potential candidates from a recent Lincoln County Maternal Health Advisory meeting and will share those contacts. Lynnette Wynkoop also offered to connect with local partners in Lincoln County to identify interested individuals. One health sector position in Lincoln County may be filled through the local health department, which is currently exploring representation options.</p>	



<b>Consent Agenda Vote</b>	March 2026 Meeting Minutes
The Council was asked to approve the consent agenda as presented.	
Motion: Paul Smith	
2 <sup>nd</sup> : Jason Hay	
<b>Voting Results</b>	Individual Votes were not recorded due to a technical error.
Abstentions: None	
The Council voted to approve the consent agenda as presented.	

<b>Discussion Item</b>	EL Hub Charter Review & Approval
<p>The Governance Council reviewed the updated Early Learning Hub Charter, including revisions made since the previous meeting and additional edits required to meet DELC rubric expectations. Minor language and formatting updates were incorporated to clarify roles and responsibilities, including fiscal oversight and meeting requirements.</p> <p>A key area of discussion focused on strengthening language related to the hiring and oversight of the Hub Director. Members expressed the need for clearer governance involvement in major personnel decisions. The Council reached consensus to revise Section 1A to state that the backbone organization will employ the Hub Director <i>in collaboration with and with consent from the Governance Council</i>, and that this standard also applies to any future changes to the position. "Consent" was preferred over "approval" to balance clarity and practicality within existing HR structures.</p> <p>Additional minor punctuation and formatting edits were identified and incorporated prior to final approval. Overall, the Council expressed alignment on the revised document and readiness to move forward with adoption.</p>	

<b>Discussion Item Vote</b>	EL Hub Charter
The Council was asked to approve the EL Hub Charter.	
Motion: Paul Smith	
2 <sup>nd</sup> : Diane Wilkinson	
<b>Voting Results</b>	Individual Votes were not recorded due to a technical error.
Abstentions: None	
The Council voted to approve the item as presented.	

<b>Discussion Item</b>	LBCC Changes
<p>Kristi provided an update on recent budget-driven changes at Linn-Benton Community College (LBCC) and their impact on the Early Learning Hub. LBCC is facing a \$1.34 million budget reduction and approved a 7% tuition increase to address anticipated shortfalls, resulting in seven staff layoffs and seven vacant positions remaining unfilled. Two of these positions directly affect the Early Learning Hub, including the departure of our immediate supervisor, Dale Moon, who served as Director of Workforce and Community Grant Programs. Programs overseen by Dale were also impacted. One such program, the Parenting Success Network (PSN), will continue, although LBCC can no longer provide the general fund support previously allocated to a full-time faculty member managing the OPEC grant. To maintain the program, PSN will transition under the Early Learning Hub by July 1, aligning with the structure used by many other</p>	



OPEC parenting hubs across the state. Kristi will serve as the grant manager. Existing staff positions will be restructured to absorb the PSN workload, as no full-time coordinator position will be transferred. Governance Council members and other stakeholders will form a transition advisory committee to support the process and ensure continuity of services, particularly for community-centered programming.

Kristi noted that the Family Resources and Education Center—which includes the Parenting Education Department, Child Care Resource and Referral, and the Early Learning Hub—will now report to the dean overseeing Business, Education, and Liberal Arts. She has scheduled a meeting with the dean later this month to discuss the Hub's work, and the dean has committed to joining the Governance Council for the June meeting, which is typically held in person at LBCC, to become acquainted with members.

The Council discussion highlighted concerns about staffing capacity, funding allocations, and alignment with grant requirements, and they agreed to closely monitor and support the transition.

Updates will continue to be provided at future Governance Council meetings leading up to the July transition, and a formal work plan and budget are expected to be submitted by mid-April, with potential flexibility due to the circumstances.

<b>Discussion Item</b>	Title IV2 allocation to Parenting Success Network
<p>Kristi addressed the Title IV-2 allocations previously approved at the March meeting, specifically the funding directed to the Parenting Success Network (PSN) for parenting education across the three counties served. She noted that she had only learned of the LBCC-related changes shortly before the March meeting, which created a potential conflict of interest, and wanted to ensure the board had the opportunity to review and confirm the allocation in light of the new information.</p> <p>Board members affirmed that the allocation—\$3,825 per county, totaling \$11,475—remains appropriate and continues to support PSN's class delivery, not staffing positions. There were no objections, and the board confirmed the allocation, with recognition of Kristi's commitment to transparency throughout the process.</p>	

<b>Discussion Item Vote</b>	Title IV2 allocation to Parenting Success Network
<p>The Council was asked to approve the Title IV2 allocation to Parenting Success Network.</p> <p>Motion: Susan Halliday</p> <p>2<sup>nd</sup>: Lynette Wynkoop</p>	
<b>Voting Results</b>	Individual Votes were not recorded due to a technical error.
<p>Abstentions: None</p> <p>The Council voted to approve the item as presented.</p>	

<b>Next Meeting</b>	2:00 pm, May 7, 2026 Online via Zoom
<b>Meeting Adjourned</b>	3:00 pm



## Workgroup Meeting Minutes

### Health Care Integration

# Early Learning Hub of Linn, Benton & Lincoln Counties Health Care Integration Work Group Meeting Minutes

<b>MEETING COMMENCED</b>	9:30 am, April 14, 2026 Online Via Zoom
<b>MEETING CALLED BY</b>	Ashley Vermillion
<b>PRESENTERS</b>	Antonia Huerta, Coordinated Enrollment, EL Hub
<b>WORKGROUP MEMBERS PRESENT</b>	Iztel Cross, Alicia Bublitz, Amy Bliege, Alisha Devogele, Karol Elizondo, Viviana Gonzalaz, Brooke Green, Mariah Miller, Erin Sedlacek, Paul Smith, Christopher Spence, Ashley Vermillion
<b>STAFF MEMBERS PRESENT</b>	Kristi Collins, Matt Grams, Antonia Huerta, Jinguang Lin, Ana Reyes, Sam Rounsavell, Carmen Santacruz, Leanne Trask
<b>RECORDED</b>	Yes

### Agenda Topics

<b>Discussion Item</b>	Welcome and Introductions
Workgroup members introduced themselves.	

<b>Discussion Item</b>	Community & Partner Events
Sam shared a list of events that Pollywog has been invited to or is attending.	

<b>Discussion Item</b>	Partner Updates
<p>Linn County Maternal &amp; Child Health shared that programs like Family Connects, Babies First, and CaCoon are continuing as usual, with ongoing Spanish-language support. No major updates this month, though they are preparing to take on the administration of Family Connects in Lincoln County.</p> <p>Samaritan / IHN-CCO reported no major updates but noted the release of the Rural Health Transformation Grant RFP. Teams are currently reviewing opportunities for regional collaboration. The Transformation Team is also developing its own RFP process for future funding and has invited partners to attend upcoming committee meetings.</p> <p>Oregon Health Authority (OHA) shared updates on several items:</p> <ul style="list-style-type: none"> <li>The Rural Health Transformation Program (RHTP) Request for Grant Proposals (RFGP) is now open. OHA is hosting an informational webinar for interested applicants: <a href="#">Register here</a> (April 14, 12 pm - 1 pm). This session will cover the Catalyst Awards grant process and application details. Additional details and application materials are available on the → <a href="#">OHA Rural Health Transformation Program webpage</a></li> <li>Policy update: Certain Oregon Health Plan (OHP) members (including refugees, asylees, and other protected groups) will transition to the Healthier Oregon program starting October 2026. By January 1, 2027, these members will move from coordinated care organizations to an Open Card (fee-for-service) model, while maintaining access to covered services.</li> </ul>	

- Public health update – Measles: OHA continues to monitor an ongoing measles outbreak. The primary recommendation for families is to stay up to date on vaccinations.  
<https://www.oregon.gov/oha/PH/DISEASES/CONDITIONS/DISEASESAZ/Pages/measles.aspx>

### Special Presentation | Preschool Promise Overview and Update

LeAnne shared that the originally scheduled presenter was unable to attend, and Antonia Huerta stepped in on short notice to provide a presentation on Preschool Promise. Despite some initial technical difficulties, Antonia moved forward with an overview of the program and welcomed questions throughout.

Antonia Huerta, Coordinated Enrollment Specialist with the Early Learning Hub, introduced the Preschool Promise program as a free, publicly funded preschool option serving Linn, Benton, and Lincoln counties. She outlined eligibility requirements, noting that children must be ages 3 or 4 by September 1, reside in Oregon, and meet income guidelines at or below 200% of the Federal Poverty Level, with some flexibility for families slightly above the income threshold based on household expenses. Foster children and families receiving SNAP, TANF, or OHP are automatically eligible.

She described the variety of program settings available, including center-based, home-based, and school district programs, as well as culturally responsive and bilingual options, including a fully Spanish-language program in Albany. Providers are located across the three-county region, though availability varies by location.

Antonia walked through the application process, directing partners to the Pollywog Free Preschool page (<https://pollywogfamily.org/free-preschool/>) as a central hub where families can learn about programs and apply. She noted that the application is user-friendly, mobile-accessible, and available in multiple languages. Once submitted, applications are reviewed for eligibility, and families are notified of the next steps.

She clarified that placement is not first-come, first-served. Instead, children are placed on provider-specific waitlists based on prioritization criteria, such as age. Families can select up to two preferred providers, and waitlists are managed individually by site. She emphasized that eligibility remains in place until the child enters kindergarten and follows the child if they move within Oregon, eliminating the need to reapply.

In discussion, the workgroup asked about local availability, particularly in Benton County, where Old Mill Center is currently the only Preschool Promise provider in Corvallis. Antonia confirmed that waitlists fluctuate year to year and clarified that waitlists are specific to each provider, not the program overall. Additional context was provided to distinguish Preschool Promise from subsidy programs like ERDC, noting that Preschool Promise slots are limited and tied to specific providers.

Antonia also highlighted that applications for the upcoming school year are now open, with spring identified as the key time for families to apply. While applications are accepted year-round, many programs are full by late summer.

Kristi added that application timelines are intentionally aligned across Preschool Promise, Head Start, and other publicly funded preschool programs to streamline the process for families and

reduce administrative burden. She also emphasized that the Pollywog website was designed as a one-stop resource for families to explore options, access applications, and receive support in choosing the best fit for their needs.

Discussion Item	Pollywog Update
	<p>Sam highlighted the work of the Pollywog Family Resource Specialist, who has connected with 188 families over the past couple of months. Support primarily focused on prenatal classes, pregnancy and postpartum resources, food and utility assistance, baby supplies, and other health-related social needs. Additional referrals included clothing, hygiene items, preschool, family counseling, and childcare. Pollywog continues to accept referrals through multiple channels, including Unite Us, the website, and direct phone, email, or text. Bilingual support is available in English and Spanish, with options for in-person assistance.</p>
	<p>The workgroup asked about access to hygiene products in the community. Kelly clarified that Pollywog does not directly provide hygiene supplies but instead connects families to local community resources. Referrals vary by location and availability but commonly include organizations such as Loving, The Salvation Army, and FISH, which may offer hygiene items depending on current supplies. She noted that she typically provides families with multiple resource options and contact information, allowing them to follow up directly with the resources that best meet their needs, as many families are seeking support across several areas at once.</p>
	<p>Sam gave an update on the Pollywog Parent Newsletter. The April newsletter, which featured approximately 15 pages of family-friendly events across Linn, Benton, and Lincoln counties, had strong reach and engagement, with shares from partners including the Albany Police Department and Linn Together. Upcoming newsletters will focus on practical, seasonal topics: May will highlight tips for taking and safely sharing photos of children; June will feature a Family Summer Event Guide; July will center on purposeful parenting; and August will focus on summer learning and school readiness. Partners were encouraged to suggest topics or submit content to help reach families with timely information.</p>
	<p>Sam also mentioned the Pollywog Parent Voice blog, which is published weekly and is currently recruiting local parent contributors. This is a paid opportunity, and partners are encouraged to refer parents of young children who may be interested.</p>
	<p>The workgroup asked for more details about the Pollywog Parent Voice blog opportunity. Sam Rounsavell shared that interested parents can be referred directly to Pollywog, and additional information will be provided to partners to share with families.</p>
	<p>Sam also reminded partners about the Basecamp group as a centralized space to share community events and resources, helping streamline communication and reduce the need to search across multiple platforms.</p>

Discussion Item	Lincoln Health Center Update
	<p>Alicia Bublitz shared a timely update regarding vaccine availability at the Lincoln Health Center. She noted that during a recent visit, the clinic's vaccine freezer was down, leaving no vaccines available at the time.</p>



As a result, partners were encouraged to advise families, especially those attending well-child visits, to call ahead and confirm vaccine availability before their appointment. This will help ensure families can plan accordingly and avoid the need for rescheduling or additional visits.

<b>Next Meeting</b>	9:30 am, May 12, 2026 Online Via Zoom
<b>Meeting Adjourned</b>	10:22 am



## Discussion Items

### EL Hub Bylaw Final Revisions



2026

<b>Early Learning Hub Bylaws Rubric</b>	
<input checked="" type="checkbox"/>	The Governance Council must develop and adopt bylaws or other governing documents as described herein within 90 days of its establishment or restructuring.
<input checked="" type="checkbox"/>	If the Governance Council wishes to adopt governing documents other than bylaws, such as a charter or memorandum of understanding, the chair must first submit the proposed other governing documents and request written approval from the Department.
<input checked="" type="checkbox"/>	The Department must respond whether the governing documents are accepted within 30 days of receipt of the chair's request. Once approved, these governing documents will remain in effect for the life of the grant, unless otherwise amended with Department approval.
<b>Bylaws or other governing documents must include, but are not limited to:</b>	
<input checked="" type="checkbox"/>	A clear statement of the Governance Council's purpose and authority including approving strategic plans, budgets, and funding priorities
<input checked="" type="checkbox"/>	Membership composition, including sector representation requirements, term limits, leadership structure if applicable, and appointment or election procedures
<input checked="" type="checkbox"/>	Roles and responsibilities of officers, committees, and members <b>Page 10, 5th bullet, there is reference to ELD, suggest updating to DELC</b>
<input checked="" type="checkbox"/>	Procedures for conducting meetings, including frequency, quorum requirements, decision-making processes, and conflict resolution methods
<input checked="" type="checkbox"/>	A conflict of interest policy, including provisions for identifying, disclosing, and addressing potential conflicts
<input checked="" type="checkbox"/>	Policies for public engagement and transparency, including mechanisms for community member engagement and dissemination of Council decisions <b>Could be worth considering adding more detail for this requirement to strengthen the bylaws</b>
<input checked="" type="checkbox"/>	A process for amending the bylaws or other governing documents
<input checked="" type="checkbox"/>	Procedures for conflict mediation and resolution with the backbone entity
<input checked="" type="checkbox"/>	Procedures for dissolution or transition of the Council, if necessary
<b>Decision making authority</b>	
<input checked="" type="checkbox"/>	The bylaws or other governing documents must provide the Hub Governance Council the decision-making authority in all planning, investment and implementation decisions
<b>Clear Objectives</b>	
<input checked="" type="checkbox"/>	Bylaws or other governing documents must include a transparent policy development and decision-making process for Hub investments that clearly articulates the use of Hub's conflict of interest policy in all actions and decisions of the governing body



<input type="checkbox"/>	The Hub shall not amend bylaws or other governing documents related to work or services delivered under this Agreement without prior, written approval of Agency <b>Missing the written approval of Agency</b>
<input checked="" type="checkbox"/>	Bylaws or other governing documents shall include clear process for adding Governance members, removing Governance members, and include term limits or a stated lack thereof.
<b>Engagement and Recruitment</b>	
<input checked="" type="checkbox"/>	Convene Hub Governance Council every quarter at a minimum
<input checked="" type="checkbox"/>	Follow Oregon’s public meetings laws (ORS 192.610 to 192.695) and public records laws (ORS 192.311 to 192.431) when conducting business and in taking official action
<input checked="" type="checkbox"/>	<p>Support the entire geographic region of the Hub and any priority populations identified by the Governance Council, even if those differ from the backbone entity’s typical service area</p> <ul style="list-style-type: none"> <li>• The bylaws or other governing documents must specify that Hubs and their governing bodies will conduct outreach and engagement with interested parties representing diverse perspectives, including families who represent the Hub Coverage Area Priority Populations, direct service providers, local leaders, and required sector partners in all phases of the Hub’s work</li> </ul>
<input checked="" type="checkbox"/>	<p>Participation should be sought and fostered from:</p> <ul style="list-style-type: none"> <li>• African-American, Tribal, and other communities that have historically been underrepresented</li> <li>• Communities that speak a primary language other than English</li> <li>• Organizations serving children experiencing disabilities and families of children experiencing disabilities and/or special medical needs</li> </ul>
<input checked="" type="checkbox"/>	The bylaws or other governing documents must require a Hub governance structure that includes a Family Leadership Council within the Hub governance structure. The bylaws or other governing documents must require membership and active engagement in the Family Leadership Council from families who represent the Hub Coverage Area Priority Population(s).
<input checked="" type="checkbox"/>	The bylaws or other governing documents must require the Hub to provide the necessary financial, logistic, and professional learning support and conditions to ensure that Governance and Family Leadership Council members, especially families from Priority Populations, can fully and authentically engage in all phases of the work.
<input type="checkbox"/>	The bylaws or other governing documents must require Governance Councils to submit a 30-day prior written notice of proposed governance-structure design changes to the Agency Grant Manager for approval. <b>Missing</b>

The entire revised charter document can be found here: <https://lblearlylearninghub.org/wp-content/uploads/2026/05/2026-EL-Hub-Charter-Revision-Final.pdf>

Pages with changes:

## Early Learning Hub of Linn, Benton & Lincoln Counties

### Section 3: Approach

In partnership with the Hub Governance Council and the Family Advisory Council, lead regional alignment and coordination of early learning systems as follows:

- Create a shared vision for the regional Early Learning System;
- Engage cross-sector and community partners;
- Engage in system-focused problem solving and action;
- Engage in continuous learning and improvement of regional Early Childhood System plans; and
- Facilitate strategic convening of sector and community partners

### Article IV - Governance Structure

The governance structure of the Hub will include the following four components:

- 1) Lead Agency
- 2) Governance Council and its Standing Committees
- 3) Family Advisory Council
- 4) Regional Stewardship Committee
- 5) Advisory/Work Groups

Changes to this structure require submitting written notice to the Grant Manager at DELC requesting approval of proposed changes, 30 days prior to any changes taking effect.

### Article V – Lead Agency

Linn-Benton Community College (LBCC), as the Lead Agency and fiscal agent, will sign the contracts and accept responsibility for advancing the Hub outcomes. LBCC will enter into contracts on behalf of the Early Learning Hub of Linn, Benton & Lincoln Counties, and a staff Director will provide program coordination and reporting. Project oversight will be delegated to the Governance Council. LBCC will review all recommendations to ensure they are in line with the obligations of the College as the backbone of the EL Hub and the contract with the Department of Early Learning and Care

### Article VI – Governance Council

#### Section 1: Membership

The Governance Council will be made up of twenty-eight members: twenty-one sector members, consisting of 7 individuals from each county representing each

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follows: 1/3 will rotate off in two years, 1/3 in three years, and 1/3 in four years. All future members who represent the seven sectors will serve for a term of three (3) years.

The terms of the organizational standing position of members will be determined by each organization.

### Section 5: Roles and Responsibilities of the Governance Council

- Ensure the vision and mission of the Hub through the development and approval of a regional strategic plan
- Provide fiscal oversight by approving budgets and monitoring expenses
- Provide work groups oversight
- Foster cross-sector alignment and integration
- Oversee the implementation of the strategic plan; monitoring and ensuring outcomes
- Manage resource allocations and funding priorities

### Section 6: Meetings, Quorum

The Governance Council is a public body subject to public meetings and record laws as stated in ORS Chapter 192. All meetings will be open to the public. Information regarding the meeting schedule and access will be posted to [www.lblearlylearninghub.org](http://www.lblearlylearninghub.org). The beginning of each agenda will include a standing item for public comment.

On an annual basis, the Council will establish a schedule of regular monthly meetings. Special meetings will be called as needed. Attendance at meetings may be in person, by call-in, or by virtual measures. When members participate remotely, their presence will count toward a quorum. The quorum necessary to make final decisions will be 51% of the current Governance Council Members.

### Section 7: Notice

All members shall be given written (including e-mail) notice of the time, date, location, and purpose of the meeting at least 3 days before a regular Governance Council Meeting, and written (including e-mail) or verbal notice one day before a special meeting. Public notice shall also be given of regular Governance Council Meetings. Time will be allocated on the agenda for public comment.

### Section 8: Stipends

Parent representatives will be provided a stipend to reduce the costs of attendance.

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relationship/contract, they will contact the Early Learning Hub Contract Administrator(s) for assistance and support in addressing the dissolution of the partnership. The Early Learning Hub Contract Administrator/s will work with the Governance Council to establish a new Lead Agency/backbone organization.

### Article XIV – Duration and Modifications of this Charter

Review and revision of this Charter shall take place biannually prior to the Hub contract renewal. If it is determined that revisions are needed, the Director will request written approval from DELC to revise the Charter. Any amendments to the Charter shall be approved by 75% of the Governance Council membership. Written notice of the proposed amendment shall be given in the agenda for the meeting. All adopted Charter changes will be forwarded to the Department of Early Learning and Care.

### Article XV – Controlling Authority

As it is recognized that the existence of this EL Hub is controlled by statute, all conflicts between this Charter and the controlling statute or administrative rule now in existence or adopted in the future are to be resolved in accordance with the appropriate statute or administrative rule.



**PSN Transition – Informational**

No handouts for this item

**DELIC Hub Backbone Process – Informational**

No handouts for this item



## Program Updates

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

### Coordinated Enrollment



## Coordinated Enrollment Update

April 2026

### Preschool Promise Program Update

Preschool Promise has successfully reached and maintained 100% enrollment for the 2025–2026 program year, with all 270 slots filled across 22 providers.

The application for the 2026–2027 school year opened on April 6, 2026. To date, we have received 63 new applications. Additionally, 204 children are expected to continue into the upcoming year, which accounts for 68.9% of total capacity.

To support ongoing enrollment efforts, the Preschool Promise team has participated in two community outreach events this month in Asea and Yachats. The team will continue engaging with families and community partners to fill the remaining 31.1% of available slots.

An additional update for the 2026–2027 program year is the inclusion of Lacombe School in Lebanon as a new Preschool Promise provider, offering 10 slots.