

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

<b>Meeting Commenced</b>	2:02 pm, March 5, 2026 Online via Zoom
<b>Meeting Called By</b>	Paul Smith
<b>Staff Members Present</b>	Kristi Collins, Matt Grams, Sam Rounsavell
<b>Version</b>	Approved
<b>Recorded</b>	Yes

## Agenda topics

Roll Call		Board 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>Susan Halliday</b> Benton County K-12	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Andrea Lengel</b> Lincoln 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 type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Dale Moon</b> Fiscal Agent Non-voting member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Dean Craig</b> Linn County Business	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Tammi Hillhouse</b> Oregon Department of Human Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Bettina Schempf</b> Benton County Human & Social Services	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<b>Bonney Dietrich</b> Linn County K-12	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Todd Jeter</b> Coordinated Care <b>Alicia Bublitz, proxy</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Paul Smith</b> Benton County Early Childhood Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Barbara Dougherty</b> Lincoln County Early Childhood Education	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Paulina Kaiser</b> Benton County Health	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Diane Wilkinson</b> Lincoln County K-12	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<b>Laura Farmer</b> Benton County Parent	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>Stephany Koehne</b> Linn County Early Childhood Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<b>Lynnette Wynkoop</b> 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 Item

Welcome and Introductions

Alicia Bublitz introduced herself as Todd Jeter's proxy. Todd will be leaving his position at IHN-CCO next week. Board members introduced themselves and shared about their sector work.

## Director's Report

LBL Hub Updates

Kristi Collins shared updates on the state legislative session and potential budget impacts. Current information suggests the Department of Early Learning and Care (DELIC) may receive a 1% budget reduction, but it is expected to be absorbed at the state administrative level, meaning the Hub does not anticipate cuts to local programs or grantees at this time. She noted that final decisions will not be known until the state budget is officially approved.

Kristi also highlighted upcoming events and outreach activities. On March 12, she will participate in Leadership Corvallis Education Day, presenting on early learning alongside representatives from Oregon State University and other education partners.

She announced the return of Baby Blast on March 17 in Lebanon, a community event that connects families with infants and young children to local services and resources. The event will be held at the Boys & Girls Club of the Greater Santiam, with partners distributing books, baby supplies, and donated safety equipment such as baby gates. The goal is to serve approximately 150 families in East Linn County while promoting early literacy and family support resources.

Finally, Kristi noted that April will involve significant travel, as she will be attending several conferences and statewide meetings related to early learning. Email response times may be slower during that month due to these commitments.

### **Fiscal Report**

Matt Grams

Matt Grams presented the second quarter financial report (Oct–Dec 2025), outlining revenue and expenditures across Coordination, Pollywog, Coordinated Enrollment, Title IV, KPI, and Birth-to-Five Literacy. Spending is generally on track with the biennium timeline, with Pollywog appearing slightly higher due to early funding for Asset Mapping, SHIP, and CCBF.

Most funds currently balance to zero, except Pollywog, which receives a flat monthly allocation. Some partner reimbursements are lower so far because expenses are submitted seasonally.

Matt also reported that all KPI contracts are complete and signed, and all districts participated in KPI activities this year. The Fiscal Oversight Committee reviewed the report prior to submission to DELC.

Fiscal Oversight. If there are questions, board members can contact FO committee members Diane or Jason.

### **Board Vacancies**

Vacant Board Positions

Kristi and Paul reviewed the current distribution of vacancies across the three counties:

- Benton County: 2 vacancies
- Lincoln County: 4 vacancies
- Linn County: 3 vacancies

**Consent Agenda Vote** February 2026 Meeting Minutes

The Board was asked to approve the consent agenda as presented.

Motion: Dean Craig

2<sup>nd</sup>: 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 checked="" type="checkbox"/>	Andrea Lengel	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Belit Burke	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jason Hay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bettina Schempf	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Todd Jeter by proxy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>	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 checked="" type="checkbox"/>				

**Voting Results** Individual Votes Cast by Board Members (Yes, No, Abstain)

Abstentions: Susan Halliday, Todd Jeter, Stephany Koehne, Andrea Lengel

The Board voted to approve the consent agenda as presented.

**Discussion Item** Board Member Application

The Board reviewed an application from Andrea Bartell, Director of Young Roots Oregon, to serve as a Housing sector representative. Kristi Collins shared that Andrea was recommended by current board members and leads an organization that supports young parents and parenting youth, providing parenting education and other services. Young Roots Oregon has previously partnered with and received funding from the Early Learning Hub.

Board members noted the organization's strong collaboration in the region and the importance of filling vacancies in the housing sector across the three counties. Andrea expressed interest in serving and submitted an application.

<b>Discussion Item Vote</b>	Board Member Application
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The Board was asked to approve Andrea Bartell as Housing Representative for Linn County.

Motion: Susan Halliday

2<sup>nd</sup>: Paulina Kaiser

	Yes	No	Abstain		Yes	No	Abstain		Yes	No	Abstain
DeAnn Brown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Susan Halliday	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Andrea Lengel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Belit Burke	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jason Hay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bettina Schempf	<input 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 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"/>
Barbara Dougherty	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

<b>Voting Results</b>	Individual Votes Cast by Board Members (Yes, No, Abstain)
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Abstentions: None

The Board voted to approve the item as presented.

<b>Discussion Item</b>	Title IV-B2 Distribution
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Kristi presented a proposal for distributing Title IV-B2 funds, focused on supporting families with children prenatal to age 3, a population identified by the Board as a priority and not typically served through other funding streams.

- The proposal included two funding categories:
- **Family Preservation funds** to be distributed through partner agencies to provide emergency financial assistance for families, with roughly equal allocations to each county.
  - **Family Support funds** to support parenting education, home visiting services, and professional development for home visitors through agencies such as Young Roots, Parenting Success Network, and Healthy Families.

- Kristi outlined two options:
1. Approve the proposal and move forward with contracts immediately to distribute funds quickly.
  2. Request brief funding proposals from agencies and return to the Board for approval at the April meeting.

Board members discussed the distribution across counties, noting that Lincoln County would receive slightly less funding due to population size and the number of agencies serving each area. Lincoln County representatives agreed the approach was reasonable.

The Board expressed interest in receiving updates from funded agencies on how the funds are used. Kristi noted that improved reporting tools will help collect and share program outcomes with the Board. The discussion concluded with support for option 1 to move forward quickly and distribute funds.

<b>Discussion Item Vote</b>	Title IV-B2 Distribution										
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The Board was asked to approve the Title IV-B2 Distribution option 1 as proposed.

Motion: Susan Halliday

2<sup>nd</sup>: Andrea Lengel

	Yes	No	Abstain		Yes	No	Abstain		Yes	No	Abstain
DeAnn Brown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Susan Halliday	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Andrea Lengel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Belit Burke	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jason Hay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bettina Schempf	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Todd Jeter by proxy	<input checked="" 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"/>	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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

<b>Voting Results</b>	Individual Votes Cast by Board Members (Yes, No, Abstain)										
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Abstentions: None

The Board voted to approve the item as presented.

<b>Discussion Item</b>	El Hub Bylaws										
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Stephanie acting as spokesperson for the Regulatory Committee walked the Board through the highlighted text in the EL Hub Charter. The updates to the Hub's bylaws (charter) have been proposed to align with new DELC regulations and rule language.

Key updates included renaming the Governing Board to the Governance Council and the Parent Leadership Committee to the Family Advisory Committee to match state terminology. Additional changes clarified the Hub Director's role and responsibilities, established that the Fiscal Oversight Committee will meet quarterly, and created a new Compliance and Regulatory Committee to help ensure the Hub remains aligned with state requirements.

During the discussion, board members raised questions about language describing the relationship between the Governance Council and the backbone agency (LBCC), particularly regarding the hiring and supervision of the Hub Director. Members expressed concern that the draft language suggesting the Director would be hired "in consultation" with the Governance Council might imply limited authority or involvement for the board. To better reflect the partnership between the Governance Council and the backbone agency, members recommended revising the wording to emphasize collaboration in the hiring process.

The Board also discussed the new section required by state rules describing conflict resolution processes and procedures in the event the Governance Council cannot continue or must transition responsibilities. Members felt the section needed additional clarification and coordination with LBCC leadership to ensure it accurately reflects both state expectations and the operational relationship with the backbone agency.

There was general consensus that the majority of the updates were necessary to remain compliant with DELC rules and reflected the structure the Board is already operating under. The

Board agreed to approve the updated bylaws with the recommended language changes, while tabling the conflict resolution/transition section until the April meeting to allow time for further review and input.

<b>Discussion Item Vote</b>	El Hub Bylaws
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The Board was asked to approve the proposed changes to the El Hub Charter, with the modification suggested, acknowledging that the Conflict resolution section is still under development.

Motion: Lynnette Wynkoop

2<sup>nd</sup>: Susan Halliday

	Yes	No	Abstain		Yes	No	Abstain		Yes	No	Abstain
DeAnn Brown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Susan Halliday	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Andrea Lengel	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Belit Burke	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Jason Hay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Bettina Schempf	<input 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Todd Jeter by proxy	<input checked="" 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"/>	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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

<b>Voting Results</b>	Individual Votes Cast by Board Members (Yes, No, Abstain)
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Abstentions: None

The Board voted to approve the item as presented.

<b>Next Meeting</b>	2:00 pm, April 2, 2026 Online via Zoom
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<b>Meeting Adjourned</b>	3:14 pm
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