

# ELC Meeting AGENDA & MINUTES

June 9th, 2016



**Attendees:** Kristina Sheppard, Danielle Ludwick (remote), Lauren Berg, Jordan Robinson, Emily Johnson, Amy Egli, Peg Miller, Lindsay Manfrin, Suey Linzmeier, Kyra Donovan, Cynthia Barthuly, Jenn Richter, Rachel Grant, Mindy Larson, Ryan Sticka.

**Absent:**

**Guests:** Michael Finlay, Heather Smith, Angel Aguiar, Jenny Berg, Tonya Coker, Katie Unger, Cate Vreede, Dave Ross, (Russell Mark).

**Scribe:** Miriam Corona

Time	Agenda Item	Detail	Motions/Approvals/ Action Item	Responsible Party
<b>Meeting Purpose:</b> <b>Meeting Goals:</b> <ol style="list-style-type: none"> <li>1. To present the Oregon Community Foundation Award</li> <li>2. To review and recommend changes for the developing EL Hub website</li> <li>3. To review recent CCO activities and provide opportunity for questions</li> <li>4. To provide opportunity for questions re: the written EL Hub financial and work plan updates</li> <li>5. To select members for the OPEC steering committee</li> <li>6. To review and approve the Equity Assessment</li> <li>7. To discuss risks and resources for children who fail the ASQ and ASQ-SE</li> </ol>				
4:00	Introductions			Kyra Donovan
4:10	Announcements	<ul style="list-style-type: none"> <li>■ Community education campaign -- Jenn               <ul style="list-style-type: none"> <li>○ Want to help promote events in the community that are currently happening. Please email Jenn Richter about any events/projects/programs that agencies are doing next year starting in the fall.</li> <li>○ 3 focuses in education campaign: vaccinations, well-child checks and oral well-child checks.</li> </ul> </li> <li>■ AmeriCorps VISTA job postings – Rachel               <ul style="list-style-type: none"> <li>○ EL Hub VISTA recruitment. This position will do a lot of work around <a href="#">equity, early literacy and education</a>. Please share the post. <a href="#">This is actually two positions. The early learning one is focused largely on early literacy and education. The other one is focused primarily on equity.</a></li> </ul> </li> </ul>	Lindsey Manfrin would like to contribute when develop messaging around vaccination.	

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4:20	Oregon Community Foundation Award	<ul style="list-style-type: none"> <li>• McMinnville Public Library, Oregon Community Foundation, Library Foundation of Mac, Yamhill Community Care, McMinnville Parks and Rec, YCAP, Yamhill Community Development Corporation, Housing Authority of Yamhill County, McMinnville Rotary Club, Kiwanis Club, and Soroptomist Club are community partners.</li> <li>• Raising a child takes a community effort.</li> <li>• Book mobile will be available at four locations.</li> <li>• OCF provides grants twice a year. Available to community partners.</li> <li>• Angel Aguiar presented an award to the Mac Public Library- Anonymous donor donated \$10,000 to OCF for the book mobile program.</li> </ul>		Jenny Berg
4:25	Family CORE Subcommittee	<ul style="list-style-type: none"> <li>• Need a venue to vet what is happening with the Family CORE. Would like to become a subcommittee of the ELC to drive the work and guide it. Looking to get feedback from the ELC about this proposal.</li> <li>• This would help clarify the goals and the work of the Family CORE.</li> <li>• The home visiting and referral exchange information will be brought back to the ELC. Will provide reports to the ELC and ask for feedback.</li> <li>• The Family CORE is a central referral service for families needing support. Typically for pregnant woman through 5 years old; for adults with complicated health conditions, up to 21 years old.</li> <li>• We need to appoint a chair for the subcommittee.</li> </ul>	<p>Suey- motion that the Family CORE become an official committee of the ELC, Jordan and Mindy seconded it. Approved.</p> <p>Jordan nominates Lindsay Manfrin for subcommittee chair. Suey seconded it. Approved.</p>	Lindsey Manfrin
4:30	Review EL Hub website	<ul style="list-style-type: none"> <li>• Rachel has been developing a website for the EL Hub.</li> <li>• Review of the website was displayed. Link was sent out. Feedback is welcomed.</li> <li>• Community Resources lists different programs, services, resources that parents can access.</li> <li>• Please contact Rachel Grant if you would like your agency or program listed on the website. <a href="mailto:rgrant@yamhillcco.org">rgrant@yamhillcco.org</a></li> </ul>		Rachel Grant
4:40	CCO Update	<p>CPW met to talk about programs that they would like to implement.</p> <ul style="list-style-type: none"> <li>• GEM, PACs, Family Checkup, and others.</li> <li>• GEM will now be funded with KPI funds, not through CPW.</li> <li>• Final decisions were made at the CPW meeting on June 2<sup>nd</sup>.</li> </ul>		Seamus McCarthy

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June 9th, 2016



4:45	EL Hub Update	<ul style="list-style-type: none"> <li>• Jenn previously sent out the work plan. Shared</li> <li>• Currently have \$500,000 in coordination funds, including funds from last biennium.</li> <li>• There's a lot of things that funds are committed to. There's very little wiggle room.</li> <li>• GEM-Growing Early Mindsets. Implementation will happen with Head Start staff, 30 childcare providers, all schools, and preschools.</li> <li>• We have \$50,000 in Family Support Services that we will need to decide how to spend in August. These funds had been previously set aside for Triple P, but we are no longer doing that program, as it is cost prohibitive.</li> </ul>		Jenn Richter
4:50	OPEC steering committee	<ul style="list-style-type: none"> <li>• Oregon Parenting Education Collaborative grant work will be led by an advisory board steering committee composed of 12 representatives from both Polk and Yamhill County. Not including Miriam Corona and Heather Smith as coordinators.</li> <li>• Representatives will come back to the ELC to inform them about what has been decided. Steering Committee will be making the decisions on OPEC work and will bring back updates on the work to the ELC.</li> <li>• The nominated representatives for Yam Co are: Shannon Vandehey, Michele Gray, Berni Kirkpatrick, Stacey Daeschner, Zoraida Anaya, Jordan Robinson, and Lindsey Manfrin.</li> <li>• Polk County has partnered with Yam Co with the Mid Valley Parenting website for 4 years.</li> <li>• The grant states that we have a list of evidence-based parent education for families focused on birth to five years old.</li> <li>• The Parent Education curriculums are Make Parenting a Pleasure, Abriendo Puertas, Circle of Security, and others included in the work plan.</li> <li>• Big picture goal and focus is to normalize parent education and reach universal parents and connect them with resources and parenting education.</li> <li>• Non-evidence based curriculum classes offered by LCS and Head Start will be open to the community.</li> </ul>	<p>Motion to have the OPEC Steering Committee become an ELC Subcommittee-Jordan. Suey seconded it. Approved.</p>	Miriam Corona

# ELC Meeting AGENDA & MINUTES

June 9th, 2016



		<ul style="list-style-type: none"> <li>• Reaching communities that haven't had parent education classes such as Amity, Dayton, Willamina.</li> <li>• Will also have parent workshops open to the community.</li> <li>• There will be trainings for facilitators in the next year. These will be trainings for facilitators that will be providing group classes that are open to everyone in the community. The OPEC grant funding is not for home visiting.</li> <li>• For the small communities, it is very helpful to train facilitators from those communities.</li> <li>• We are looking for facilitators. If your agency is interested in training staff, please contact Miriam Corona. We will have an RFP released hopefully before July. This is one way to submit interest in training a facilitator.</li> <li>• Heather Smith from Polk County will manage the financials and contracts.</li> </ul>		
4:55	Equity Assessment Review	<ul style="list-style-type: none"> <li>• Goals of assessment: Create lasting change in the community.</li> <li>• Anybody receiving Early Learning Division funds will have to do an assessment at some point, too. The Oregon Department of Education has created an equity lens.</li> <li>• Process: staff surveys, stakeholder discussion, small group discussions, draft assessment and develop action plan. We are now vetting the assessment with the ELC.</li> <li>• Strengths of the assessment:</li> <li>• Opportunities for growth:</li> <li>• Is there a reason that culture wasn't included in the assessment? There is a culture of poverty. Tribal culture. Answer- Not specifically. The EL Division isn't asking for an assessment on the culture piece right now. We are initially focusing on race and ethnicity. How would you track this?</li> <li>• 3 Action Areas: 1. Data, metrics by ethnicity/language. 2. Resource Allocation. 3. Racial Equity Policies.</li> <li>• Next steps: incorporate ELC feedback and submit summary to the EL Division. Other steps.</li> </ul>		Jenn Richter

# ELC Meeting AGENDA & MINUTES

June 9th, 2016



		<ul style="list-style-type: none"> <li>• <b>Send Jenn Richter your feedback by June 17<sup>th</sup>.</b></li> <li>• SMART is in their 3<sup>rd</sup> year of their equity work. Offered to help with any equity work in the EL Hub.</li> <li>• Jenn Richter will be meeting with our Data guru, if there is data that the ELC thinks we should be tracking, let Jenn know. Kyra- one of the schools' metrics is to improve kindergarten attendance. We will need to collect data based on race/ethnicity/primary language. We can get attendance data by race/ethnicity from ODE; Heather Smith can also help with this.</li> </ul>		
5:05	Risks and Resources for kids who fail the ASQ and ASQ-SE	<ul style="list-style-type: none"> <li>• Ensuring Young Children Identified at-risk for developmental delays- Colleen presented previously.</li> <li>• 4 primary activities: Engage and facilitate key stakeholders on the shared goal. Develop a triage and referral system map. Develop methods and processes for how care can be coordinated. Summarize key learnings to inform spread and innovation in other communities.</li> <li>• Population targeted: "at risk" population.</li> <li>• Referral and triage map was presented.</li> <li>• Up to 50% of children aren't screened for developmental delays.</li> <li>• Up to 60% of children who are identified a delay aren't referred.</li> <li>• Up to 50% aren't able to schedule a visit, 32% specifically for EI.</li> <li>• Input needed from the ELC: Conducting community asset mapping to address risks identified via ASQ. Honing on resources available for children. Kids already identified via stakeholder interviews that would benefit from secondary follow-up. Are we missing anything?</li> <li>• Question on families that can't be contacted, how are they being contacted? We've found that just calling parents isn't going to work. What kind of outreach is happening to make connections? We can't just not contact families; that's unacceptable. We have to be willing to step outside of what we've all traditionally done. Kyra.</li> <li>• That's a question that each entity would need to answer on their own.</li> <li>• Suey- as a parent who thinks there's something wrong with your child, it takes a special friend to hold your hand and walk through the process with you.</li> </ul>		Dave Ross

**ELC Meeting  
AGENDA & MINUTES**

June 9th, 2016



		<ul style="list-style-type: none"> <li>• Lindsey- closing the loops is also helpful. Contacting other providers who are working with the same family is important to work together in contacting the family.</li> <li>• Peg- the layers of contact are important to close the feedback loop. Exchanging phone numbers if there's been a new number, getting in touch with the family's relatives, etc.</li> <li>• Heather Smith- FACT has people that can connect parents with parents who have gone through similar experiences. Creating Opportunities is also a resource.</li> <li>• Kristina- a concern is children who are highly transient and homeless. Other one is children of parent(s) who are addicted or fighting addiction.</li> <li>• Suey- parents who are involved in the justice system. Children that are in poverty, and on border-line to receive speech services.</li> <li>• Miriam- families who are not English-speaking and aren't sure why they're being contacted.</li> <li>• Heather Smith- Grand Ronde tribal area also need special focus.</li> <li>• WESD will be examining children who are referred to EI and found Ineligible. Peg- some of her Latino patients fail the screenings perhaps because they don't have the experience doing the things they are asked to do. The ASQ is not culturally appropriate.</li> <li>• Heather Smith- the location of where the screening is being done has an effect of the results; screen done at home v. at an office.</li> </ul>		
5:25	Items for the Good of the Order	<p>K-12 partners, please stay for 10-15 minutes to discuss dates and processes for GEM and MPAP training.</p> <ul style="list-style-type: none"> <li>• Schools: is there a time and day where we could pay teachers curriculum rate to come after hours? How are you going to fit the GEM training that the EL Hub is paying for?</li> <li>• Go back and look at training opportunity dates. GEM would be 4 hours the first session and the second session is <del>3</del>2 hours. Email Jenn asap with some opportunity dates in your service calendars. We don't have to do it in September; it can be done in October.</li> <li>• We are doing a training on August 13<sup>th</sup> for child care folks, and Head Start.</li> </ul>		

# ELC Meeting AGENDA & MINUTES

June 9th, 2016



		<ul style="list-style-type: none"> <li>• Head Start can pay for one of the GEM trainings. Go back and look if your school has money to pay for a training. It's \$3,000 per training.</li> <li>• There's a state in-service day, October 14<sup>th</sup>. That works well for all schools; Dayton will make any date in October work.</li> <li>• OPEC requires that all classes are open to anybody in the community.</li> <li>• Head Start has 14 people that would like to be trained in Make Parenting a Pleasure. Head Start is willing to be the facilitators at the schools. Schools don't need to have school teachers be the facilitators of classes at their schools. They can contract out. Schools can have parents from parent teacher clubs or assistants trained.</li> <li>• Trainings: there are 20 participant slots for MPAP, 30 for Nurturing Parenting, Abriendo Puertas doesn't have a limit.</li> <li>• Heather Smith suggests not to have classes in every school for bigger districts. It's better to rotate the classes through the schools. She suggests having classes in 2 schools in the first year.</li> <li>• Steering Committee will review RFP's that are submitted and decide who will be awarded funding.</li> <li>• Kristina- if a school district wants to participate with a specific agency, not just any community partner, would they need to submit a joint RFP?             <ul style="list-style-type: none"> <li>○ Heather- suggests having the agency who will be facilitating the classes put in the RFP that the location of the classes will be held at the specific school.</li> </ul> </li> <li>• Head Start has special funding from the State to bring them back early to get them trained. Can't cancel school to get staff trained.</li> </ul>		
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## ELC Meeting AGENDA & MINUTES

June 9th, 2016



		<ul style="list-style-type: none"><li>○ Heather Smith- the Steering Committee will need to make the decisions on training dates. We are still waiting to hear back from the MPAP trainer on their availability.</li></ul>		
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**NOTE:** No meeting in July. Next meeting: Thursday, August 11<sup>th</sup> at 4:00 PM

### Future Agenda Items:

- Wellness to Learn
- 2016-17 work plan review
- Community Engagement focus groups
- Family Support Services activity/expenditure plan