

9-11-17

Governance Board Meeting

Members Present: Sheree Smith, Public Health Administration Morrow County; Dawn Kennison-Kerrigan, Blue Mountain Community College; Amy Hoffert, InterMountain ESD; Cade Burnette, EI/ECSE /Deputy Director, IMESD; Jon Peterson, InterMountain ESD – BMELH Director; Amber Ruiz-Burleson, Parent; Dr. Mark Mulvihill, InterMountain ESD Superintendent; Jan Goodrick, Executive Director, EOHS; Lidwinner Machado, DHS; Cindy Hamilton, RN-Case Manager, GRH Women's and Children's Clinic; Linda Watson, Children's Health & Community Coordinator, GOBHI; Marie Shimer, Director of Education Services, Morrow Co.; Veronica Lezama, Branch Manager at Banner Bank, Morrow Co.; and Kim Thul, InterMountain ESD.

Guests Present: Denyce Kelly, IMESD; Phil King, Pioneer Relief Nursery and Barb Ceniga, Pioneer Relief Nursery; Alisen Paez, CCR&R.

Meeting was called to order at 10:05 by Sheree Smith.

WELCOME AND INTRODUCTIONS:

Everyone present at the meeting introduced themselves and who they represented.

PUBLIC COMMENTS:

None at this time.

APPROVAL OF MINUTES:

Amber Ruiz-Burleson moved to approve the minutes from the July 10, 2017 meeting and Jan Goodrick seconded. Hearing no further discussion or objections, all members approved the motion.

PRESENTATIONS:

- Jon Peterson reported on House Bill 2956 – directs EL council to conduct official evaluations every odd-numbered year with the first official one due Feb 1, 2019. A report from the committee with requirements will be available March of 2018.
- Pioneer Relief Nursery (PRN)– Barb Ceniga explained the purpose of the PRN – they serve children six weeks old to six years old from families that have high-stress situations. They provide services to strengthen families and prevent child abuse. Expanded in 2008 to help reduce and eliminate foster care placements – this has been very successful. They are proposing to invite the HUB, IMESD and GOBHI to participate along with PRN to being a baby college to serve the 0-18 months' age group.

There was discussion about funding and the importance of targeting this age group specifically. GOBHI is going to give this high consideration – it's on the discussion table now.

Barb mentioned the facility is ready now, they just need funds to hire staff – outreach coordinator, two instructional assistants and a family/child interventionist.

REPORTS:

- ECPT Reports:
 - Umatilla Co – Dawn Kennison-Kerrigan discussed the Umatilla County ECPT minutes
 - Union Co. – Dawn and Jan shared information from the last ECPT meeting and the minutes
 - Morrow Co. – Sheree Smith updated the group regarding the Morrow County ECPT meeting – minutes weren't available.

- Coordinators Report – Cade discussed the coordinator's report – handed out a Kindergarten Assessment Data Sheet broken out by gender and ethnicity. In January we will have four solid years of Kindergarten Assessment and we can determine whether our resources and activities are invested in the high-leverage areas.

- Fall Summit Update – Amy Hoffert gave an update on the fall summit scheduled for October 13th (Statewide Inservice Day) held at Wildhorse – the capacity is 350 with several already registered. We have lots to give out – magnet, pens, information sheets, notepads, lots of HUB related information that will get out to a lot of people. Good variety of presenters.

- Budget Update – Denyce Kelly (Director of Program Resources) shared a financial update about the HUB funding sources and the subcontracting information from 2015-2017. Explained new grants for 2017-2019 and what has been awarded so far and what each fund pays for. Also talked about the funds that didn't get spent out for the previous biennium - approximately \$60,000 was not spent out and returned to the State. There was some discussion about awarding money equally among counties – the consensus was to focus on serving our needy kids no matter where they live.

- PLT Update – Dawn Kennison-Kerrigan reported all Information has been given out to all the PLT's with the topics for discussion. The five PLT's that are going are up and ready to start the school year.

- KST Update - Amy Hoffert gave the update on Kindergarten Support Team – we've had one request so far from Stanfield– Amy met with CARE and Lifeways and will meet again to create a success plan, safety plan and will also assist the teacher with classroom management.

- Work Plan & Contract Update – Amy Hoffert noted the change in contracting this year – drafts are due October 31st with the final due December 15th. KPI and HUB will be under a separate contract.
- Work Plan Update: Cade discussed Moving away from metrics framework and more towards quality indicators.
- JumpStart – Amy Hoffert reported on the Kindergarten JumpStart Program - 48 students were served – 14 in Boardman, 8 in Umatilla, 18 in Athena and 8 in Elgin. We have received good feedback from teachers and administrators. Districts were grateful for funding and supplies that were provided and also good feedback on second-step curriculum combined with conscious discipline. Mark mentioned considering Jumpstart for more districts when we discuss budgets. Amy shared an article in the Walla Walla Union Bulletin about Jumpstart in Athena.

ADDITIONAL PRESENTATION:

- CCR&R Presentation – Alisen Paez explained the goal of CCR&R is to get all children ready for school. The focus is to prepare and support all providers – give an opportunity for all ages to prepare them for kindergarten

DISCUSSION ITEMS:

- Subcontracting Process – Amy talked about the handouts that included the process for subcontractors and the request for funds and how they are allocated. Would like guidance from the group. The group had a lengthy discussion about the best procedure to allocate and where to put our emphasis. Denyce recommended having a check-in procedure in place to make sure funds are being spent out in a timely manner. After discussion, it was agreed that the priority will be high leverage activities instead of 50/25/25 per county as it was in the past. There will also be mandatory check-ins included in the contract language.
- **Linda Watson moved to accept the funding formula to include that priority will be given to high-leverage activities region-wide instead of the 50/25/25 per county that was used in the past. Amber Ruiz-Burleson seconded the motion. Hearing no further discussion or objections, all members approved the motion.**
- FCCN (Focus Child Care Network) Funds – Amy reported that the FCCN funds for the past biennium were allocated to CCR&R and the Governance Board needs to vote for that to continue.

- **Linda Watson moved and Jan Goodrick seconded to approve the allocation of FCCN Funds to CCR&R – Hearing no further discussion or objections, all members approved the motion.**

ACTION ITEMS:

- **BMELH Staffing Plan – Jon Peterson explained the staffing changes in the HUB and the proposed changes: Lisa Hachquet resigned and her last day is October 31st. Cade Burnette is now the EI/ECSE Deputy Director at the IMESD so this leaves the HUB short-staffed. The proposal is:**
 - allow our co-lead UMCHS to hire a full-time FTE funded by the IMESD – associate director level position – also allow someone to spend more time toward the Birth-Age 3 group, as well as parent involvement and engagement
 - add a ½ time instructional coaching position in the BMELH that would be focused on the early childhood sector working with Pre-K teachers and providers as well as kindergarten and primary grades. IMESD would add the .5 to make this a full-time 1.0 FTE so the HUB would pay for half and IMESD would pay for half
 - Cade’s position will not be funded by the HUB but he will continue to function as part of the HUB as the data person
- **Amber Ruiz-Burleson moved and Lidwinner Machado seconded to accept the staffing plan as proposed. Hearing no further discussion or objections, all members approved the motion.**

CHAIR OF HUB

- **Mark Mulvihill moved and Jan Goodrick seconded that Sheree Smith continue as Chair of the Hub. Hearing no further discussion or objections, all members approved the motion.**

ANNOUNCEMENTS:

- BMELH Retreat is October 26th – place to be determined.
- Next meeting is November 13, 2017 from 10:00-12:00 pm
- September 26th in Baker City is a joint regional community advisory council meeting of the Early Learning Hub Leaders in Eastern Oregon

ADJOURNMENT:

The meeting adjourned at 12:00 pm.

Respectfully Submitted,
Kim Thul
Administrative Assistant, IMESD