



**EARLY LEARNING WASHINGTON COUNTY (ELWC)
STEERING COMMITTEE MEETING**

**Wednesday, March 4, 2020
2:00 – 4:00 pm**

Washington County Health & Human Services
20665 SW Blanton St., Aloha

Objectives

- 1. Solidify plan for coordinated enrollment**
- 2.**

AGENDA

- 2:00** Welcome and Introductions - *Lacey*
- 2:05** Thank you to Luis and Adam – *Lacey and Olga*
- 2:25** Review Agenda and Conflict of Interest declaration – *Olga*
- 2:30** Approval of Minutes & time to discuss Monthly Update (Attachments A & B)- *Olga*
- 2:40** Other Updates
- Meeting at the Governor’s Office - *Adam*
 - RFAs
 - Hub Director transition
 - ELD Collaborative Debrief
 - Communications Plan
- 3:00** Coordinated Enrollment Update and Discussion (Attachment C) - *Adam*
- 3:50** Clarify next steps - *Amy*
- 3:55** Partner Announcements
- 4:00** Adjourn

ATTACHMENT A: STEERING COMMITTEE MINUTES – FEB 5, 2020

Wednesday, February 5, 2020

2:00 pm – 4:00 pm

5300 Elam Young Parkway, Hillsboro
White Horse/Bridal Veil Conference Room

MINUTES

Call to Order

The Steering Committee meeting was called to order at 2:05 pm by Executive Member *Lacey Hays*.

Attendees

Voting members in attendance included: Lacey Hays, Luis Nava, Juana Garcia, Amy Shea Reyes (phone), Bridget Cooke, Karen Henkemeyer, Kymberli Contreras, Sabi Velasco (phone), Olga Acuña, Sarah Durkin (for Kayla Bell), Katherine Galian, Mariela Mireles, Rolanda Garcia, Susan Salkeild, Katie Anderson, Maureen Seferovich (phone)

Voting members not in attendance included: Peg King, Martin Blasco, Nancy Ford, Donalda Dodson, Hannah Lobingier

Staff members in attendance included: Adam Freer, Leslie Moguil, Begoña Rodriguez-Liern, Evan Weaver, Alessandro Mastrorocco, Amy Henderson-Johnson

Guests in attendance included: Kelly Skopil, Katie Riley

Quorum

A quorum of voters was present.

Agenda Items	RESULT/ACTION
Welcome and Introductions -led by <i>Lacey Hays</i>	None
Approval of Minutes and Conflict of Interest Declaration (Attachment A & B) – led by <i>Olga Acuña</i> Other Updates <ul style="list-style-type: none">ECE Sector Plan revisions discussion -led by <i>Adam Freer</i>Steering or Stewardship Committee potential meeting time change -led by <i>Olga</i> Hub Communications	Action: Minutes are Approved (Sabi motioned, Rolanda 2 nd) Action: No declarations of Conflict of Interest Action: Not to proceed with time change but review parent outreach strategies.

- External Communication Plan (Attachment C)-*led by Amy Henderson-Johnson*
- Stewardship meeting updates – *led by Adam Freer*

Vote on new potential Steering Committee members:

- Introduction of potential new members and discussion -*led by Luis Nava*
- YMCA of the Columbia-Willamette (Kelly Skopil)- Attachment D
- Washington County Kids (Katie Riley) – Attachment E

Discussion: Review of KPI investments: – *led by Evan Weaver*

Discussion: Understanding the Requests for Application (RFAs) and changes to the ECE system: – *led by Adam Freer*

Clarifying next steps: -*led by Amy Henderson-Johnson*

Action: (1) CYF staff will identify and prioritize initial target audiences and strategies. (2) CYF staff will analyze capacity for the prioritized/identified strategies and timeline. (3) The refined planning grid will be posted to BaseCamp for feedback from Steering Committee and to share with parents for feedback and engagement.

Action: Membership approved YMCA (Katherine motioned, Rolanda 2nd)

Action: Membership approved Washington County Kids (Lacey motioned, Bridget 2nd)

Action: Invitations will be sent to Steering Committee for creation of an Ad hoc committee for KPI investments review – Evan Weaver will lead.

Action: ELWC staff will write a letter of concerns, misalignments with regards for the newly released (RFAs). Letter will be submitted to committee for review and approval/endorsements. Steering Committee will provide any information to include by end of week.

Next Meeting	March 4 th , 2020 2pm – 4pm Blanton Community Room
The Meeting Was Adjourned at	4:05 pm

ATTACHMENT B: MONTHLY ELWC UPDATE – FEB 2020



EARLY LEARNING WASHINGTON COUNTY (ELWC) PARENTING TOGETHER WASHINGTON COUNTY (PTWC) Monthly Update – February 2020



State Level

- In response to sharing concerns the Steering Committee and others had with the recent Requests for Application (RFAs), Adam and a select group of other Hub Directors were invited to the Governor's Office to meet with the Governor's staff and Early Learning Division (ELD) staff on Feb. 13.
 - Adam conveyed the concerns raised by the Steering Committee that providers in Washington County may not apply due to the funding levels and the challenging new Preschool Promise standards.
 - The main takeaway is that the ELD wants to be sure all available childcare slots are filled and are therefore "willing to work" with *current* providers to identify areas of flexibility.
 - Direct questions to Dayna Jung, Preschool Promise Manager, at dayna.jung@ode.state.or.us or 503.856.6160.
- Also, in response to questions, the ELD has agreed to have an in-person meeting with potential applicants. This is scheduled for **Tues, Mar 3, 6:30-8:00 pm** and will be held in Spanish. More information below or contact Begoña at begonar@Unitedway-pdx.org.

Early Learning Washington County (ELWC)

General

- As announced via email, Adam has accepted a new position in Clackamas County and will be transitioning in Mid-March. A transition plan will be discussed at the March 4 Steering Committee meeting.
- Hub staff attended the semi-annual convening of early learning hubs across the state. It was held Feb 25-26 in Albany. The main topic was the new hub role of coordinating enrollment for children across Preschool Promise programs in our respective regions. Meeting materials will be shared when available.
- ELWC has hired a new Student Success Coordinator who will work on supporting PAX Good Behavior Game, Black Student Success and will also be able to support the work of the Hub in different ways. She is scheduled to be the first week of March and will hopefully join us for the Mar 4 Steering Committee meeting.

Hub Programs

Parenting Together Washington County (PTWC):

- **Nurturing Parenting “Nurturing Hope” Series:** Begins on March 9th (12-sessions) at the Beaverton Christian Church. Curriculum focused on families supporting children with special health, developmental or behavioral needs. There will be two adult groups on facilitated in English and the other Spanish and a separate children’s group. The program flyer will all of the details [English can be found here](#) and in Spanish [found here](#).
*Child Care and a light meal are offered to support family participation for the PTWC sponsored Nurturing Parenting series.
- **Circle of Security** series will be provided by Options Counseling – now recruiting families for a new series starting in Beaverton (8 sessions) on April 9th. Registration is closed on March 23rd. Details can be found [here](#).
- There are only four remaining Parenting Together Washington County sponsored or promoted series remaining this school year so now is the time to connect interested families that are certain to benefit! Stay tuned for future partnership announcements LifeWorks NW for Strengthening Families (10-14); Youth Contact Nurturing Parenting ABCs in partnership with Templeton Elementary in Tigard/Tualatin; Morrison Child & Family Services funded Incredible Years series and IRCO Nurturing Parenting Series facilitated in Arabic; all beginning in April-May.
- Oregon Parenting Education Collaborative Site Visit confirmed for April 1st. More to come in March update.

Upcoming Events

- **Mar. 3, 6:30-8:00 pm** – *Request for Applications (RFA) information session.* Co-hosted by the Hub and state staff. Service Center East 3700 SW Murray Blvd Suite 150, Beaverton, OR 97005.
- **Mar. 4, 2:00-4:00 pm** – *ELWC Steering Committee meeting.* 20665 SW Blanton Ave, Aloha
- **Mar. 9** – *Nurturing Hope series begins.* More info above.
- **Mar. 10, 5:30-8:00** - *Parent Advisory Committee (PAC)-West meeting.* Lincoln Elementary School, 801 NE Lincoln St, Hillsboro
- **Mar. 11, 2:00-4:00** - *Equity Advisory Committee meeting.* OCDC, 1675 SE Enterprise, Hillsboro
- **Mar. 23** – *Registration deadline for Circle of Security parenting series.* More info above.
- **Apr. 2, 5:00 pm** – *Applications are due to the Early Learning Division in response to the RFAs*
- **Apr. 22, 2:00-4:00 pm** – *Next ELWC Steering Committee meeting- Note: no meeting Mar 25.* DHS Offices 5300 NE Elam Young Parkway Bridal Veil Falls Conference Room

Additional Information

Please direct any comments or questions to Amy Henderson-Johnson:

amy_henderson@co.washington.or.us or at 503-347-0734.

ATTACHMENT C: OVERVIEW OF COORDINATED ENROLLMENT ROLE OF HUBS

Coordinated enrollment includes:

- Outreach and recruitment of families
- Collection of Interest Forms (that include family preferences)
- Eligibility screening
- Enrollment/ Placement of the children in programs that are the best fit for them

Role of the Hubs in Coordinated Enrollment:

- The vision of the state is that the Hub coordinates enrollment of all children in state-funded programs (and perhaps beyond). In the first year, the focus will be on Preschool Promise and will expand to Oregon Pre-K/ Head Start and K-12 preschool in subsequent years.
 - The hub will support outreach for Early Intervention/ Early Childhood Special Education (EI/ECSE) programs but will not coordinate placement. That will continue to be done by the ESD.
- Hubs will serve as primary contact for families for placement and support transitions into and out of placements
- Hubs will develop marketing materials and strategies based on templates and guidance from ELD
- This role will involve a great deal of communication with families and coordination with providers, who will also likely want input on placements.
- Collect feedback from families to inform process.

Resources provided:

- Funding for at least 75% of a full-time position (likely more). The expressed intent is that the Preschool Promise Managers (i.e. Brittany) will transition to be the Coordinated Enrollment Specialist.
- Funding will also be provided for:
 - Translation and interpretation
 - Training
 - Marketing and outreach

Big Picture Timeline

March: Re-engage the Stewardship Committee

April: Hire Coordinated Enrollment Specialist

May

- Engage with all Preschool Promise Providers (announced May 4)
- Create Interest Forms
- Training

June

- Targeted outreach/recruitment of priority populations
- Establish family interest list
- Begin Eligibility screening

Recommended Plan for ELWC

1. Continue distinction between Stewardship and Steering Committees for the next phase of planning, but consider merging in the future
 - a. Each will meet as necessary, but keep the monthly meeting schedule
2. Expanded Executive Committee – to connect all of the moving pieces (including Stewardship)
3. New Coordinated Enrollment standing committee with members from across the committees
4. Operations 4-6 stops meeting and members integrated into other work
5. Other committees continue, but consider putting them on pause depending of work required for coordinated enrollment
6. P-3 continues – highly focused on Family Connects

