



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

**Wednesday, January 23, 2019  
2:00 - 4:00 pm**

Northwest Regional Education Service District  
5825 NE Ray Circle, Hillsboro

**Minutes**

**Call to Order**

The Steering Committee meeting was called to order at 2:05 pm and was presided over by Chair Marilyn Harrison.

**Attendees**

**Voting members in attendance included:** Marilyn Harrison, Renee Bruce, Katie Anderson, Juana Garcia, Martin Blasco, Lacey Hays, Rolanda Garcia, Bridget Cooke, Susan Salkield, Nancy Ford, Peg King, Amy Shea-Reyes, Sabi Velasco (Phone), Donalda Dodson, Luis Nava

**Staff members in attendance included:** Adam Freer, Rebecca Collett, Begona Rodriguez-Liern, Evan Weaver, Brittany Geertsen, Leslie Moguil, Genevieve Ellis

**Guests in attendance included:** Beth Krautscheid, Steve Rider (Pacific Research & Evaluation), [two other PRE staff], Danielle Snyder

**Members not in attendance but excused included:** Olga Acuña

**Members not in attendance without advance notice included:** Mariela Mireles, Hannah Lobinger, Jared Cordon, Karen Twain

**Quorum**

A quorum of voters was present.

<b>Agenda Items</b>	<b>Result/Action Steps</b>
<b>Welcome and Introductions</b>	None
<b>Director’s Briefing</b> <ul style="list-style-type: none"> <li>• Introduction of Pacific Evaluation and Research Team – more information later in the meeting</li> <li>• Exciting year with the legislative session – will be sending two new bills later this week</li> <li>• Just had a new member orientation prior to the meeting – have some tools that we can share, if anyone feels they could benefit from a refresher</li> </ul>	<ul style="list-style-type: none"> <li>• Adam will send introduced legislation on Baby Promise and Preschool Promise</li> <li>• Adam plans to bring draft policies related to the roles of the</li> </ul>

<ul style="list-style-type: none"> <li>• Early Learning Council strategic plan is being finalized. This is the 5 year plan that the Governor is using to inform her requests and budget. Plan is to release the final version on Feb. 5<sup>th</sup> at a legislative breakfast in Salem.</li> <li>• Governor’s budget has been released and is very favorable to early learning. Two sections – balanced budget has revenue attached; investment plan has no revenue attached. The balanced portion contains funding for hubs at existing levels. The investment plan requests expansion of the Hubs and adds Baby Promise, Preschool Promise expansion and many other proposals.</li> <li>• Next month our ELD funders are coming for a monitoring visit. They will be attending the Steering Committee meeting. We may reach out to organizations to organize a site visit.</li> <li>• ELWC staff will be attending the ELD Hubs Conference in Silverton the first week of February. The hope is to discuss the role of hubs in community planning across the early learning sector. Next year will focus on planning, hopefully followed by expansion of hub work and preschool/baby promise over the next five years. The goal is to take a more integrated approach and think about how all the sectors can work together to move the work forward.</li> <li>• United Way has hired a lobbyist and will continue to track legislation that impacts the hubs.</li> <li>• Governance workgroup continues to meet, will share tools as they are developed</li> <li>• Washington County is hiring a management analyst, who will take on some administrative and operational work, we will hopefully have someone on board by the next meeting</li> <li>• We need to have policies that acknowledge our unique situation of having two backbone organizations in our governance policies. We plan to bring more information to the SC next month.</li> </ul>	<p>backbone organizations in decision making to the SC next month.</p>
<p><b>Committee &amp; Workgroup Reports</b> - see meeting summaries attached to email</p> <ul style="list-style-type: none"> <li>• Steering Committee: Nov 28, 2018</li> <li>• Parent Committee -West: Jan 8, 2019</li> <li>• Equity Committee: Jan 9, 2019</li> </ul>	<p>None</p>
<p><b>Headlines and Highlights</b>  Preschool Development Grant received by state (see Attachment A)- <i>Leslie</i></p> <ul style="list-style-type: none"> <li>• Oregon received a planning grant to build capacity,</li> </ul>	

<p>infrastructure, and collaboration in anticipation of expanding preschool in our state</p> <p>Increasing involvement in Substance Use Prevention Collaborative- <i>Genevieve</i></p> <ul style="list-style-type: none"> <li>• Collaboration with tobacco and alcohol and drug prevention to address youth substance use in our county; brings together community organizations serving youth, school districts, police departments, juvenile services, and behavioral health agencies</li> <li>• Request to identify the appropriate people at the school districts to participate – Evan will send an email to district liaisons to make the connection</li> <li>• Alcohol &amp; Drug Prevention RFP will also be released in March; funding is slightly less, but overall the application will be the same as it was 5 years ago</li> </ul> <p>Baby Promise – <i>Begoña</i></p> <ul style="list-style-type: none"> <li>• Pilot to create around 250 spots for infant and toddler care; 3 regions were awarded, including Multnomah County;</li> <li>• Washington County and Community Action CCR&amp;R submitted an application, but was not chosen.</li> </ul> <p>Program Updates: Proposal to continue Parenting Education Hub to be submitted Feb. 1- <i>Leslie</i></p>	
<p><b>Discussion: Priority populations research project</b> (see Attachment C) – <i>Evan</i></p> <ul style="list-style-type: none"> <li>• CYF staff feels it is important to re-evaluate our priority populations, which determine funding strategies. The state is giving us signals that community planning will be important in the future. There is also new data available that we want to take into account (i.e. Medicaid/OHP). Washington County is the fastest growing county in the state, and the population is shifting rapidly.</li> <li>• The equity lens was not developed at the time of the original selection of priority populations, now there is a chance to be intentional with that lens.</li> <li>• Researchers will plan to start with an information gathering process to finalize the goals of the project. Then they will try to narrow down a more specific set of research questions and determine methodology.</li> <li>• Proposed research question: How do we find/identify those kids that we know are not accessing needed services?</li> </ul>	<ul style="list-style-type: none"> <li>• Staff will finalize contract with PR&amp;E, which will include a draft plan for engaging with the Hub.</li> <li>• The Steering Committee input will also be reflected in the initial design.</li> <li>• Staff will meet with PR&amp;E soon after the contract is live to finalize the engagement plan.</li> <li>• An ad hoc group will be discussed.</li> </ul>

<p>Input:</p> <ul style="list-style-type: none"> <li>• Need better information about service gaps – i.e. how many 3-4 year olds are there in our community and how many are not accessing preschool? If demographic information could be disaggregated by school districts or school catchment areas and shared, that would be really helpful. Would be great to have conversations with families about their needs and incorporate qualitative data into the research. Engaging inter-faith communities would be important.</li> <li>• Scope is bigger than childcare – would include health services? Is it a demographic snapshot? Need to see how much funding we have for this project before committing to examining service gaps.</li> <li>• Needs to take into account mobility and migration patterns within Washington County, such as when an apartment building closes down and families move elsewhere.</li> <li>• Health Share early childhood dashboard can provide demographic data, screenings, health visits, and school catchment area/zip code for families.</li> <li>• DHS is looking at truancy information – would be good to include.</li> <li>• Original data gathering looked at ODE data, did not include prenatal-three data.</li> <li>• Focus on kids in the foster care system.</li> <li>• How does the SC want to be involved in the research? Researchers will develop a draft and seek feedback. Need to determine if the full governance structure would have a chance to provide input or just the SC. Organizations in this room will also have information/data that they can provide to inform the research.</li> <li>• Ad-hoc group seems like it might work best after we step back and determine the level of engagement needed. Volunteers – Susan, Luis, Lacey, Juana. First look at Medicaid and DHS data, pull together other data sources.</li> </ul>	
<p><b>Discussion: Introduction of Proposed Charter Policies</b> (see Attachment B)</p> <p>Conflict of Interest policy</p> <ul style="list-style-type: none"> <li>• We do not currently have an updated conflict of interest policy, which we need per state law</li> <li>• Suggestion: once a COI is declared, the group can vote to decide whether the member can vote on the proposal. Delete “Conflicted member shall not participate...” bullet</li> </ul>	<p><b>Action item:</b> Marilyn and Adam will make edits to form will be kept and made annually</p>

<p>point. Add “organization represented” to form.</p> <ul style="list-style-type: none"> <li>• Once the policy is given, it is on the member to bring up any COIs. Alternative is to sign the policy, saying you are aware. Email response should be okay, but should be every year to reflect changes.</li> <li>• Add language that conveys that members with potential conflicts can vote if group at large can give the permission.</li> </ul>	
<p><b>MOTION:</b> Adopt the Conflict of Interest policy with revisions described above.</p> <p><b>Votes in favor:</b> Marilyn Harrison, Renee Bruce, Katie Anderson, Juana Garcia, Martin Blasco, Lacey Hays, Rolanda Garcia, Bridget Cooke, Susan Salkield, Nancy Ford, Peg King, Amy Shea-Reyes, Sabi Velasco (Phone), Donalda Dodson, Luis Nava</p> <p><b>Votes opposed:</b> None</p> <p><b>Abstentions:</b> None</p>	<p><b>The motion carried.</b></p>
<p><b>Announcements</b></p> <ul style="list-style-type: none"> <li>• Need to make sure we are advocating for funding for ECSC budget</li> <li>• Benefits were issued early for SNAP, we don’t know long the shutdown will last</li> <li>• LWNW has rebranded, new logo and website to launch next week</li> <li>• Community Action’s programs are not affected by the shutdown except for the food program that feeds Head Start kids. The state has said that they will get reimbursements for food through the end of March. This is true for FRL in schools as well. Oregon is one of the most food insecure states.</li> <li>• Kindergarten campaign materials will go out next week.</li> </ul>	
<p><b>Next Meeting</b></p>	<p>February 27, 2019 Same location</p>
<p>The meeting was adjourned.</p>	<p>4:05 pm</p>