

**Early Learning Washington County
Steering Committee Meeting: May 23, 2018
Minutes**

In Attendance: Bridget Cooke, Mariela Mireles, LaRue Williams, Luis Nava, Marilyn Harrison, Nancy Ford, Olga Acuña, Peg King, Karen Henkemeyer (alternate for Renee Bruce), Angela Day (alternate for Rolanda Garcia), Susan Salkield, Tricia Mortell, Katie Anderson, Karen Twain

Staff: Adam Freer, Zeke Thomas, Leslie Moguil, Rebecca Collett, Evan Weaver, Brittany Geertsen, Janet Avila-Medina, Darla Vang

What was discussed:

Welcome & Introductions

Director's Briefing: Adam gave shout out to Begoña/Janet for the STEM kits assembling project and Britany for the Preschool Promise RFP process. He also announced that a survey will be distributed soon regarding the ELD Strategic Plan.

Committee Reports: *Moving forward, committee minutes will not be included in the packet and will be sent in advance to the meeting date via email.*

- Steering Committee: April 25, 2018
- Operations Team: May 10, 2018

Headlines & Highlights

- **May 5 Child Care Symposium:** Megan cannot present today, but Karen Henkemeyer provided the following brief highlights:
 - The Symposium was a countywide early learning training for child care programs. The intent was to focus on those child care providers/programs furthest from opportunity.
 - The symposium was hosted by Beaverton School District, Tigard-Tualatin School District, Hillsboro School District, Community Action, United Way of the Columbia-Willamette, ELWC, Cedar Mill Community Libraries, City of Beaverton and Health Share.
 - The Symposium had an amazing participation turnout with 169 registered, 162 attended (of which 40 were no shows, but more than 40 walk-ins).
 - Interpretation was provided in Spanish, Somali, Arabic and Vietnamese.
 - There was also a resource fair available at the beginning of the Symposium. Vroom, Health Share, BSD Family Resource Coordinators, etc. were a few of the many that tabled.
- **ACTION:** ELWC will send a copy of the Symposium agenda.
- **Preschool Promise Parent Letter:** Brittany shared a brief summary of the letter and asked partners to read it to view how Preschool Promise is positively impacting the community.
- **Preschool Promise Provide Selection Update (Brittany G.):** Today, 5/23 is the last day to protest. ELWC has not received any protests. The intended awardee is CAIRO, Center for African Immigrants & Refugees Organization.

Highlights from the RFP review committee: The CAIRO organization is operating a Preschool Promise site in Multnomah County and developing partners in Washington County. They have cultural navigators in place, which are located in Beaverton.

- **School Readiness Guide (Evan W.):** We have received full license agreement and can now distribute the guide electronically. ELWC will look into printing some copies through Central Services. The guide is available in the following languages: English Spanish, Vietnamese, Cambodian, Somali, and Chinese. ELWC will look into getting the guide translated into Arabic.
 - INPUT:**
 - How are we distributing the guides? This is a work in progress. We might use the Kinder Campaign outreach list as a start.
 - Need to fix one of the school districts contact information.
- **Grant updates:**
 - **Parenting Together Washington County (PTWC) (Leslie M.):** PTWC submitted year-four application and received letter of award for \$92K. The funds will be used for evidence based parenting education family workshops.
 - Call Out: Leslie shared that one of the gaps identified is the lack of access to parenting education during summer months.*
 - **LSTA(Leslie M.):** ELWC submitted application for 3rd year funding. Unfortunately, the application review committee does not recommend supporting funding for the project. ELWC and WCCLS plan to appeal.
 - **African-American Black Student Success (Adam F.):** Washington County is still waiting on the contract from the state.
 - **Second Chance Oregon (Leslie M.):** ELWC submitted an application to collaborate with Young Women’s Christian Association (YWCA) to increase and strengthen relationships between women incarcerated at Coffee Creek Correctional Facility and their children and the caregivers of their children. ELWC thinks this is a good fit with HHS/CYF and the Early Learning Hub, as the children are clearly within the Hub’s target population. The application is competitive, but the YWCA had a letter of support from the entire federal Oregon delegation.
- **Discuss, Revise, and Approve: Draft Plan for Improving Hub Coordination:** The approval has been postponed, so that the proposed structure can be included in the review of the full set of proposed governance policies at the upcoming retreat. ELWC will have a half-day summer retreat facilitated to discuss the plan more thoroughly. The intent of the retreat is come to agreement on the desired governance structure and procedures. Date/time of the retreat TBD.
 - ACTION:** ELWC will send out a Doodle Poll for the summer retreat. **COMPLETE**
 - INPUT:**
 - We should make sure whatever we decide there is a “why.” I’d like to see why each decision was made.
 - Equity and inclusion needs to be embedded in all of our work.
 - Can we look at Multnomah or Clackamas Hubs to see how they have approached this kind of structural model.
 - Can we determine how equity and PAC are embedded in our work?
 - It is somewhat unclear what the roles and engagement are.
 - Do not have the retreat in June.
 - Can we spend some time in thinking big phase? For example, who has a system that works?
 - Make sure, if we invite parents to meet when they can.

- Are we going with what we got or changing it and putting some time into changing what we have in place?
- **Internal Communications:**
 - INPUT:**
 - Detailed minutes are important to keep in our records, but it would be nice to have a high-level report about what each committee is doing such as a snapshot that ties everyone's work together.
 - The snapshot summary should be more succinct and in bullet point format.

Adjourn