



Steering Committee Meeting Minutes

10/24/18

Attendance: Bryce Kozla, Katherine Galian, Mariela Mireles, Luis Nava, Marilyn Harrison, Nancy Ford, Olga Acuña, Rolanda Garcia, Cate Drinan, Bridget Cooke (phone), Donalda Dodson (phone), Amy Shea Reyes (phone)

Staff: Darla Vang, Evan Weaver, Genevieve Ellis, Brittany Geersten, Adam Freer, Molly McTaggart

Welcome and Introductions:

Director's Briefing:

- Welcome on board Ron from Intel
- Website ready for the public
- Early Learning Council has a retreat to continue strategic plan. On track for a final version by the end of November.
- Legislative Coalition forming for Early Learning, formed by Children's Institute. Will have Hub recognition.
- Developing Hub marketing materials. Educate the public about what the Hubs are and what they do.
- Additional funding for the next few years for OPEC.
- Two things due: Demographic analysis and Work Plan.
- Genevieve: COSA tour of early elementary and upper elementary classrooms to see how implementation makes a difference.

Darla's Departure

- Darla Vang will be leaving ELWC. Help Me Grow Program really benefited from her work, and we will be missing a wonderful person and employee!

Committee and Workgroup Reports:

- Committees: see attachments

Headlines and Highlights:

- ELWC Website Launch: Partners and Parents can engage with the website.
 - Better idea about the services provided and how to obtain them.
 - First website of this kind for our Hub
 - **Initiatives link (needs work?)**
- The website doesn't have staff to actually manage the website at this point. Right now the website will be static and just have basic information. Will look into having someone whose role it is to update information and make the website more dynamic.
- Preschool Promise: CAIRO relationship ending, moving onto next organization, the YMCA. The Y is building a classroom in Beaverton, will have two classrooms there. Hope to have a full

classroom before December. Waiting list from the first classroom will roll over to enrollment for the second classroom.

Workplan:

- Health Integration Work Group: Best practices for integrating health with early learning discussion. Two things the group decided.
 - Regular membership from the health committee at the SC (medical/dental/behavioral representatives)
 - Discontinue Health Integration workgroup

***Input: There is some mental health representation in the committees, but the healthcare sector needs to have more engagement. Need to find clinicians or a retired medical professional to represent that perspective who can attend the meeting. Big conflict with meeting time for healthcare sector representatives.**

Vote 1: Dissolving the Health Integration Workgroup:

Approval: 12

Objection: 0

Abstention: 0

- Coordinated Systems report will most likely be the only work plan aspect undergoing substantial change.
- Family engagement and leadership: Launch that workgroup or relaunch with a combined effort from the PAC and the providers.
- Equity: workgroup self-assessment. Equity committee already covers self-assessment so work group will be phased in with the committee.

***Action: The item marked as “paused” doesn’t actually seem to be paused. Should change the language to reflect this.**

Vote 2: Do we have approval from the SC to submit the Work Group update to the State with the revision listed above?

Approve: 14

Objection: 0

Abstention: 0

Early Learning Washington County Steering Committee Charter:

- Ready to present the final draft
 - Go over recommended changes before we decide to move forward with presenting the initial charter to the public.
 - Note: this is a living document. SC wants to be more methodical in deciding which input has become action and addressing questions and concerns. Guiding principles

have gotten a significant amount of feedback. After considering many recommendations and revisions to the GPs, you can see what input was worth noting in attachment E in the packet.

- The new concept of the parent liaison: Goal of increasing parent participation within the Hub. Liaisons can be a bridge between the parents and varying committees, communication wise. Consensus within the committee is the goal, but 2/3 majority is the minimal level or passing new decisions.

***Next steps: Bring back a list of organizations representing the Hub.**

***Asking other committees to submit their policies for decision-making to the SC if their policies will differ from those described in the charter.**

- Additional Revisions:
 - Who is watching for accountability?
 - Leaders need to hold the group accountable.
 - Clarify that the rules are mandatory for the SC, but other committees can adopt different policies if they so choose (from the introduction excerpt pg.16. Unclear in its current writing).
 - pg. 17 add the word “safe” to the ELWC mission statement.
 - Do we need to go back to the committees before we change the mission statement? Okay to change introduction within SC committee without consultation with other committees.
 - Further flesh out what it means to be “thoughtful” when sharing as a guest at SC. What does that mean exactly?
 - Vote within SC without conferring with other committees.

***Action: Change wording in the introduction to further clarify that rules are mandatory for the SC, but can be adopted by other committees. No need to consult other committees before making the change.**

***Action: Add the word “safe” on page 17 for our mission statement. Send this addition to other committees for a vote. Need permission from other committees to revise the mission statement.**

***Action: Add further explanation on role of a “thoughtful” guest. No need to consult other committees as this will only be mandatory for SC and option for other committees to adopt.**

Vote 3: Approval of the Charter with included revisions detailed above?

Approval: 12

Objection: 0

Abstain: 0

Charter Implementation Process:

- Phase 1: confirm membership, let parents attend other committees
 - separate meeting with parents to chart a path to help them become liaisons/members to other committees. Assessing funding and logistical supports for the parents. Comprehensive plan to account for all the aspects of creating more membership on committees by parents.

***Next Steps: process for tracking attendance and reaching out to members whose status is compromised.**

- Phase 2: leadership and liaison selection, representation from other Hubs
 - Next month: bring back organization slots for representation (note: not individuals but rather a slot of representation from committees/organizations)

Vote 4: Approval of the Charter Implementation Phases?

Approval:13

Objection:0

Abstain:0

Partner Updates:

- Centralized hotline for DHS on Nov 13. Nothing will change with the hotline but will have 100 screeners.
- ELWC- Mental Health Summit on Nov. 3.
 - Happening Nov. 3 hosted by Washington County sold out in 3 days.

***Action: Begoña bring more detailed information of the people on the waitlist for the Health summit so that we can hold another training this year for those who weren't able to attend.**

- OCDC: Mental health consultation in Preschool classroom

Adjourn