

Executive Council Meeting Notes

Date/Time: Tuesday, February 16, 2016 / 4 to 6 p.m.

Location: AllCare- Grants Pass

Members Present (X); Members Participating via Conference Call (C):

X	Pam Thompson Arbogast, SOESD	C	Doug Mares, Dept. of Human Services, Dist. 8		Heidi Hill, Jackson Care Connect
X	T.J. Jessup – Parent representative, Josephine County	X	Karla McCafferty, Options for So. Oregon	X	Kelly Soter, Jackson Elementary School
X	Amy Buehler, Jackson County Mental Health	X	Eileen Micke-Johnson, Rogue Comm. College	C	Rita Sullivan, OnTrack
X	Susan Fischer, AllCare Health Plan	X	Dr. Lee Murdoch, Retired Pediatrician	X	Sabena Vaughan- Parent Representative, Jackson County
X	Michelle Gallas, Imagine That Children’s Ctr.	X	Nancy Nordyke, So. Oregon Head Start	X	Mary Wolf, Child Care Resource Network
	Kurt Higuera, Siskiyou Community Health represented by Jacque Doney	X	Lisa O’Conner, Family Nurturing Center	X	Susan Zottola, Grants Pass School Dist. No. 7
X	Jennifer Johnstun, Primary Health of Jo. Co.	X	Eileen Micke-Johnson Rogue Community college	X	Scott Beveridge Southern Oregon ESD
X	Jennifer Ware Coordinator, SO Health-E Regional Health Equity Coalition	X	Martha Ibarra		

Staff:

X	Ashley Dibble SOELS Hub	X	Mary-Curtis Gramley SOELS Hub		
X	Teresa Slater SOELS Hub	X	Diane Conrad SOELS Hub		

Guests:

X	Melinda Benson, ICCP		Amy Kirby, ICCP	X	Teresa Deen, PAC
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CALL TO ORDER/WELCOME AND GREETINGS

Chair Kelly Soter called the meeting to order at 4:08 P.M; she called for introductions. Two new members attended the meeting, Jennifer Ware and Martha Ibarra. Three guests were in attendance: Melinda Benson and Amy Kirby with the Inclusive Childcare Program, and Teresa Deen, a parent representative from the Parent Advisory Council.

Nancy Nordyke made a short announcement; she informed the council that Head Start does a self-assessment and will be holding a community forum for the second year in a row. They will be meeting to look at their strategic plan and the outcomes for children and families on March 15th from 2:00-3:30, before the next Executive Council meeting. She invited all members of the Executive Council to attend.

APPROVAL OF MINUTES

ACTION: The minutes from the January 19th Executive Council meeting were approved.

MATTERS RELATED TO THE AGENDA

Additions and/or Changes

DIRECTOR'S REPORT/ BUDGET

Mary-Curtis opened by explaining she did not have a written report compiled yet but will have one sent out by the end of the week. She updated the council on the progress of the Preschool Promise grant which she had just hand delivered to Salem to submit. There were a total of 17 programs that worked on the grant with SOELS, 4 of which will be connected to public schools. This grant provides a mixed delivery option. Mary-Curtis thanked everyone for their hard work on the 110 page grant that was submitted after being told "not to get our hopes up." SOELS is trying to fund 250 slots, and only 1,400 are available state wide through the Preschool Promise grant. SOELS should be informed about the Preschool Promise grant decisions by March 21st.

Mary-Curtis continued by updating the Executive Council on new staff positions. SOELS has interviewed for the administrative assistant position and is hoping to fill it soon. In addition, AllCare has hired a Community Engagement Coordinator for 211, which Mary-Curtis reflected would be a great outreach resource.

She will add more and get it out this week.

Budget items- The council was given time to look over the projected budget for the next 18 months and Kelly Soter opened the floor for discussion. Susan Fischer clarified that this budget was built with the assumption that SOELS would be operating under the ESD and that the budget included employee benefits with the ESD; she questioned if it included relocation expenses. Mary-Curtis confirmed that it was built under the assumption of remaining under the ESD, included ESD employee benefits, but did not account for relocation expenses. There is an undesignated balance of \$351,835 for Fiscal year 1 and \$104,584 for fiscal year 2 written into the budget. Mary-Curtis explained that due to the upcoming changes in governance as SOELS selects a new director, she chose to leave that amount as undesignated to allow the funds to be available for use to the new director during that time period. Susan Fischer noted that looking at fiscal year 1 to fiscal year 2 she saw the undesignated amount but was not seeing it reflected in revenue; in other words, from fiscal year 1 under expenditures, it looked like carryover of \$351k and she questioned if that would carry over to fiscal year 2 as it was not reflected in the revenue streams. She was wondering if there were other allocations the Executive Council would want to make looking forward regarding staff or direct care? Mary-Curtis explained there are many valuable ways that money could be spent, including the possibility of moving toward KPI projects. Susan Fischer said that she wanted to make sure as the

council is thinking about this that we're keeping an eye on the rules regarding carrying money over from Great Start and Family Support grants. Mary-Curtis confirmed that those grants were completely spent. Lee Murdoch clarified that this meant there was 456K left after the Great Start, Family Support, and KPI grants had been allocated and Mary-Curtis confirmed. Susan Zottola asked if this budget reflected SOELS being fully staffed. Mary-Curtis confirmed that it did; she explained the budget reflects the current staff as well as the addition of an administrative assistant and a KPI coordinator, but does not include a data analyst. Mary Wolf asked if the undesignated balance was truly undesignated? Mary-Curtis explained that with so many changes happening come summer she felt it was a good idea to allow the new administrator to make some choices. Mary-Curtis confirmed that the ELD approved this budget prior to presenting. The motion was approved unanimously.

APPROVAL OF PRESCHOOL PROMISE APPLICATION:

Kelly Soter confirmed that the council had to approve the Preschool Promise application and asked the council if they would prefer to wait for Mary-Curtis to email the application for review, or if the council had the confidence to vote then. The council voted and the motion passed unanimously to approve the Preschool Promise application and Mary-Curtis confirmed that she would email the application to the council.

REPORTS AND UPDATES

PAC-

Teresa Deen, parent representative, member of the PAC and lead on the "Coming Together for Children" parent conference made some announcements about the upcoming event. She passed out a document with the outcomes of the conference for the council to review; she explained that the conference outcomes were designed to align with strengthening families' protective factors and the goals of the SOELS Hub. The registration for the parent day opened on December 22nd with 160 slots and sold out by January 23rd; that have 30+ people on the waitlist. 29 children will be receiving childcare at Kid Time, 16 children under the age of 4 will be receiving child care at the Family Nurturing Center, and 14 children with special needs will be at Easter Seals; all childcare is free to the parents and will include meals. They have also planned a networking lunch for the parents. Sabena Vaughan has recruited two trainers, Laura Porter and Kathy Adams, to come down from Washington to facilitate lunch for the parents. Teresa and Sabena are optimistic to have a full conference as they've had a lot of personal contact with registrants. Most people learned about the event via social media; 20% of attendees are from Josephine County, 3 people are coming down from Douglas county, and the rest of the attendees are residents in Jackson County. 20-30 couples will be in attendance which is about 50 same-household parents. Sabena also told the council she had the opportunity to talk to Senator Greg Walden during her recent visit to Washington DC; she reported that he was thrilled with the conference and said that he may attend.

AAC-

Pam Arbogast gave a summary of the last Agency Advisory Council meeting. The AAC discussed the Preschool Promise grant and also discussed in length the upcoming Kindergarten Registration Blitz, "Launch into Kindergarten." Launch into Kindergarten is an attempt at moving the metrics forward on having children registered for kindergarten before the school year begins. There were questions as to

which schools and superintendents were on board with the Kindergarten Registration Blitz. Scott Beveridge said they hadn't been able to get through to all of the superintendents yet, but that it was looking very positive that most everyone would be on board. There was some question as to whether Launch into Kindergarten was a blitz or registration event. Susan Zottola explained that the idea is that the districts have a common name, theme, and week for all of Southern Oregon. The theme is Kindergarten Launch and the week is March 7th. D7 will be doing registration that week; some districts are thinking this isn't "round up" but is an orientation and will still do their "round up" in May. She explained that eventually they'd like to get to the point of having all of the districts move their May activities to March, including "round up." Mary Wolf requested the information about schools so as they distribute them to providers, they could edit the flyers to have the appropriate school, data, and contact information for parents in that location. Scott Beveridge said they plan to do a media blitz and that he would work with the Executive Committee to make that information available. Waitlists were also discussed at the AAC. The group brainstormed a generic or universal release of information that programs could give out to waitlisted families seeking additional resources. The group also brainstormed the roles of the Hub's Outreach Coordinators.

GUEST PRESENTATION: INCLUSIVE CHILD CARE PROGRAM

Melinda Benson with the ICCP explained that they are a statewide program that helps support child care providers with children with high needs. When providers need more support they can contact ICCP. The organization's mission is to ensure that all families have access to childcare regardless of their child's needs. She explained a little bit of the history of the program and that ICCP got started as a support program primarily with financial supplement. ICCP provides financial supplements that go to childcare providers to help with their program; it also has consultation opportunities and trainings. She stated that one of the goals of speaking at the Executive Council was to inform the group about these resources and to get more kids enrolled; they only have 145 kids enrolled state wide. They have 2 pots of money coming from ERDC self-sufficiency and high need rate. They can give the supplement directly to the child care provider if the family is over income eligibilities, and this does not change the families cost of care. Because the money goes to provider it means they can increase the quality of care they provide. ICCP is looking to enroll, and a good way to identify people is by looking at families we know are losing childcare placements frequently due to behavior issues, or children that are receiving a high level of early intervention of special education services. ICCP offers consultation and don't provide direct service, therefore the goal is to support and build up the provider. The maximum supplement is \$840 a month or \$5 an hour in addition to what parents are already paying to provider. They also provide trainings and professional development opportunities. ICCP is really trying to support providers in being open and empowered to enroll children with different levels of need. Melinda urged people to contact her if they have questions, distributed her business card, ICCP flyers and brochures. She said she would make the brochure available in electronic form.

The what and how of executive council work:

The council moved into a workgroup activity that was focused on revitalizing the Indicator Groups and to move the metrics forward. The council was first asked to review a worksheet that had the metrics listed on it and to write down work outside of SOELS that is going on in the community that is contributing to the Hub's metrics. After about 5 minutes the group was asked to engage in an activity. Pieces of butcher paper were hung on the walls in the conference room with; each piece of butcher paper had an Indicator

Group written on it, it's members, blank space for writing, and was surrounded by key activities from the work plan that are relevant to that Indicator Group. Council members were asked to take a few minutes to view all of the Indicator Groups and then instructed to move to the piece of paper that listed the Indicator Group they were currently a member of. Council members were then asked to record what their indicator group has accomplished in the blank space. The council was then asked to decide if they wanted to remain in their current group or move to a different group. Once that decision was made, council members were asked to settle into their group, and to observe/discuss the key activities that would move their Indicator Group forward. To wrap up, council members were asked to choose their next steps, select their group champion if they did not yet have one, and to set a date for their next indicator group meeting. This activity took about 45 minutes.

Group 1 Point Person- Ashley Dibble

- Members: Nancy Nordyke, TJ Jessup, Jennifer Ware, Martha Ibarra
- Next meeting: 2/24 from 11:00-12:00, location TBD

Group 2 Point Person - Jennifer Johnstun

- Members: Nancy Nordyke, Karla McCafferty, Heidi Hill, Susan Fischer
- Next meeting: Jen will email the group and set a date

Group 3 Point Person - Susan Fischer

- Members: Pam Arbogast, Lee Murdoch, Jacque Doney, Teresa Slater, Jennifer Johnston, Diane Conrad, Teresa Deen, *Todd B?*
- Next meeting: Tuesday March 8th from 11:45-1:45 at Early Childhood Services in Grants Pass

Group 4 Point Person – Susan Zottola

- Members: Kelly Soter, Michelle Gallas, Diane Conrad, Ashley Dibble, Mary Wolf, Cathleen Price, Scott Beveridge
- Next meeting: Friday 2/19 at 10:45 by phone

Group 5 Point Person - Lisa O'Conner

- Members: Kristen Johnson, Rita Sullivan, Mary Wolf, Sabena Vaughan, Amy Buehler, Doug Mares, Mary-Curtis Gramley
- Next meeting: not listed on work sheet

Group 6 Point Person - Mary Wolf

- Members: Eileen Micke-Johnson, Michelle Gallas, Jill Ramirez, Cathleen Price
- Wed March 2nd at 1:00pm in Grants Pass at Imagine That

GOVERNANCE CONVERSATION

Kelly Soter prefaced the discussion with how much she appreciated the thoughtful and intense conversation that was had regarding SOELS Hub governance. She continued that for many people there was no right or wrong answer, and the fact that the council has taken so much time to deliberate speaks to how strongly the council members feel about doing the right thing. From the perspective of the ELD, because the vote between becoming a 501 (c) 3 or remaining with the ESD was deadlocked, the decision failed and SOELS will be remaining with the ESD. The decision to stay with the ESD needs to take the Hub out of the incubator role and toward a permanent relationship. Some of the logistical challenges of being an incubator will be solved. The council will now move toward fully accepting the partnership and moving forward from the incubator/limbo-land of having the decision being on the back burner. Kelly's recommendation, and that of the ELD, is that the council members all think about what SOELS needs to

thrive under permanent partnership with the ELD. Kelly distributed a sheet of paper with prompts on it and asked the members jot down thoughts to be shared at the next meeting.

Lee Murdoch asked what would be different if the Hub decided to permanently reside with the ESD. Mary-Curtis explained that staff would become ESD employees and no longer be on a PSA. She expressed that the Hub has been served by the ESDs many excellent resources and asked Scott to speak to this. Scott said that things will operate very similarly to the way they are now, but with less ambiguity. We continued by explaining that with a permanent arrangement being made the ESD could commit to offer more resources to SOELS, including a permanent workspace over the temporary office. He also said that the ESD has been hands off with the Hubs work and have had a synergistic relationship thus far. Lisa asked if staff would have to begin a new incubator period as ESD employee, Scott said they probably would. Some people questioned the pros and cons of the unionized environment. Scott explained that one of the stigmas unions get is that they protect bad employees. He said that he works closely with the union and their classified association rep and that their job isn't to protect bad employees, but to protect the process. Several members spoke to the concern that early childhood hasn't been honored as a profession and would hope that if the Hub remains with the ESD that the Early Childhood identity would be honored and respected. Scott stressed that the ESDs mission is to provide services to the region that make sense, and as members have concerns to address them so that we can work as a team and build firewalls to make sure we're moving in the direction we want to be moving. Kelly Soter asked the group to bring the worksheet she distributed to the next Executive Council meeting and urged members to contact her in the meantime if questions or concerns arise.

NEXT MEETING: March 15th 2016, 4:00-6:00 P.M. – SOESD Medford

ADJOURNMENT

The meeting was adjourned at 6:011 P.M.

Recorded by: Ashley Dibble