



## Southern Oregon Early Learning Services

### SOELS Agency Advisory Council Meeting Agenda

March 11, 2016 10:00-12:00pm

**\*\*\*HHS Rooms 2002 and 2004\*\*\***

**140 S. Holly St. Medford**

<b>10:00-10:20 Welcome and Program Updates</b>	<b>Diane Conrad</b>
<b>10:20-10:30 Introduction of new Hub Staff</b>	<b>Mary-Curtis Gramley</b>
<b>10:30-10:40 Approval of the February Meeting Minutes</b>	<b>Diane Conrad</b>
<b>10:30-10:45 Stakeholder Meeting</b>	<b>Mary-Curtis Gramley</b>
<b>10:45-11:00 Indicator Group Updates</b>	<b>Mary-Curtis Gramley</b>
<b>11:00-11:50 Waitlists</b> <ul style="list-style-type: none"><li>• Immediate action steps to get resources to children</li></ul>	
<b>11:50-12:00 Upcoming Events/Trainings:</b> <ul style="list-style-type: none"><li>• Rogue Valley Child Abuse Prevention (formerly CAN) Family Fun Night Out- April 7<sup>th</sup> 4:30-7:30 pm at Alba Park</li><li>• SOELS Stakeholders Meeting-April 8<sup>th</sup> in Grants Pass</li><li>• Dr. Blodgett, Aces Study- April (TBD) in Grants Pass</li></ul>	<b>Mary-Curtis Gramley</b>

**SAVE-THE-DATE FOR OUR NEXT SOELS AGENCY ADVISORY COUNCIL MEETING**

**May 13, 2016**

**SOESD Medford**

**101 N. Grape St.**





## **Agency Advisory Council Meeting Minutes**

**March 11, 2016**

*HHS Health & Human Services  
140 S. Holly Street, Medford OR*

**Members in Attendance:** Hannah Ancel (Jackson Care Connect) Belle Shepherd (Primary Health of Josephine County/Jackson Care Connect/OHA) Cathleen Price (Child Care Resource Network) Felicity Elworthy (Southern Oregon Head Start) Heidi Schultz (Douglas ESD) Marian Barker (Jackson County Library Services) Ann Ackles (Jackson County Public Health) Eileen Micke-Johnson (Rogue Community College) Carrie Prechtel (211info)

**Staff Members Present:** Mary-Curtis Gramley, Teresa Slater, Diane Conrad, Ashley Dibble, Kathi Philby

### **WELCOME, INTRODUCTIONS, & CALL TO ORDER**

Diane Conrad called the meeting to order at 10:20am.

Mary-Curtis Gramley introduced Kathi Philby as the new SOELS Administrative Assistant and then asked that we each introduce ourselves by name and organization.

### **APPROVAL OF THE FEBRUARY MEETING NOTES**

Felicity Elworthy asked if we would correct the spelling of her last name.

Heidi Schultz and Eileen Micke-Johnson approved.

***ACTION: Correction of the spelling of Felicity last name***

### **UPDATES**

Mary-Curtis Gramley shared the reports received from the parents, 16 parents expressed interest in joining PAC.

Mary-Curtis asked for ideas for the upcoming Stakeholders meeting.

- Idea of building, safety, healthy, companion, nutrition, and behavior.
- Working with high-risk children, integrated families.
- Communicate our work; SOESL does not provide direct service.
- There is much to say that is could be a full day, maybe think of it as a "series". How many people could contribute to the meeting.

Felicity Elworthy, be sensitive to people's time for 2 hours. She agreed the idea of a "series" would be great, broad enough and respect to the time.

Belle Shepherd suggested Todd Bloomquist would be a great panel member.

Cathleen Price suggested Todd touches on each component, streamline, connect back to Todd, and connectable to the Stakeholders.

Ann Ackles, as a Stakeholder, would like to see value added to the meetings.

***ACTION: Mary-Curtis will try to communicate with Todd Bloomquist.***

## **INDICATOR GROUP UPDATES**

Mary-Curtis informed you of what's going on, what other parts, what its role, and most importantly what should be.

Cathleen Price mentioned, on one of the Indicator Groups, would like each of the AAC members to be a part of one of the Groups.

Mary-Curtis handed out the Indicator Group Notes of the last meetings.

- Group 1 – Belle Shepherd (Primary Health of Josephine County/Jackson Care Connect/OHA) would like to be involved.
- Groups 1, 2, & 3 - try to make things fit together, set a goal, work plan, goals, outcome, how we met the goal.
- Group 4 - Launch was successful.
- Group 5 – Carrie Prechtel (211info) would like to be involved and possibly Felicity Elworthy and Renée Degn (OPEC).

Teresa Slater – if after reviewing the Indicator notes you have questions send her an email and/or reach out to the groups, and talk with the Stakeholders.

Felicity Elworthy questioned if there will be a future Café Parent, she suggested to look at the list from the Parent Café and she will get the list.

## **SPEAKER – 211INFO PRESENTATION**

Carrie Prechtel, Communication Engagement Coordinator (211info)

211info reaches out throughout Oregon and SW Washington

Available by –

Telephone Dial 211 – Social Services Monday – Friday 8:00am-6:00pm.

Text 898211 – is done in real time, Monday – Friday 9:00am-5:00pm.

Online – [www.211.org](http://www.211.org)

New – 211info App, free download for your apple or ios device.

Very confidential, in English and Spanish, and many different translators.

As an organization you will be issued a username and password.

If you are with a client just go on the website – [www.211.org](http://www.211.org) and find all the information needed.

Extra Layer of support and guidance, works by zip code to see what services are in that area.

Tracking in our area, those who are accessing the information from 211info. Carrie will contact

If you are a new organization and are interested Carrie would be happy to set up a one on one meeting with you.

For further information contact – Carrie via email [carrie.prechtel@211.org](mailto:carrie.prechtel@211.org) or 541-210-8631.

211info Instructions for New Agency Application – *Attachment*

Updating Your Agency's Record in The 211info Database - *Attachment*

***ACTION: Cari Wells, Portland Representative, she will help get the tracking numbers.***

## **NEXT MEETING**

The next AAC meeting will be held on Friday, April 8, 2016, Options 1215 SW G Street, Grants Pass from 10:00 AM -12:00 PM

## **ADJOURNMENT**

The meeting was adjourned at 12:05 PM by Mary-Curtis Gramley

Recorded by: Kathi Philby



## Instructions for New Agency Application

### Agency information – page 1

**Your contact information:** Include your name, phone number, and e-mail, so we can contact you if we have questions. This information will not be shared with the public.

**Agency name:** The legal name of your agency.

**Also known as:** Include former names or nicknames that may be used in your community.

**Physical address:** Include for administrative and/or client access purposes. If you do not want this to be made public, check the confidential box.

**Mailing address:** Include for administrative purposes. Only fill this in if it is different from the physical address. If you do not want this to be made public, please check the confidential box.

**Agency phones:** Include main number and fax if applicable. If you do not want this to be made public, please check the confidential box.

**Agency e-mail:** The general e-mail address for people who are seeking information about your agency.

**Agency website:** The general website for people to find out more about your agency.

**Primary agency contact:** Include for administrative purposes. This information is not shared with the public.

**Organization type:** Indicate whether the agency is a nonprofit, a private for-profit, a government organization, or a faith-based organization, or if it fits under another category. If it does not match one of the types listed, please write in the legal status of the organization.

**Brief overview of the services provided:** A general statement of the work your agency does.

**Agency office hours:** The hours and days when the agency is open to the public, in person or by phone.

**Directions:** Any special directions or information people may need to find your location.

**Disabled accessibility:** Please note any adaptive services or features for people with disabilities. Examples: full wheelchair access, building entrance accessible, elevators, ramps, special accommodations can be made, 3 steps to main office.

**Public transportation:** Include any helpful information about public transportation, including if the site is not accessible by public transportation.

## Site information – page 2

Site information refers to each separate physical location where your agency provides services.

If you only have one site and it is the same as the agency information on page 1, you can skip ahead to the Services section. If there is more than one site in an organization, please use the additional forms provided.

**Site/building name:** Use the name that your agency refers to as the site name.

**Physical address:** The address clients use to access services.

**Mailing address:** The address clients or 211info can use to send mail. Only fill this in if it is different from the physical address.

**Site phones:** Include main number, and fax if applicable. If you do not want this to be made public, please check the confidentiality box.

**Site e-mail:** The general informational e-mail address for people who are seeking information.

**Site website:** The general website for people to access to find out more about your agency. Only enter if this is different from the agency website.

**Site director and contacts:** Please provide the name, title, phone number, and e-mail address for the site director and other contacts. This information is not shared with the public; it is used as contact information for 211infostaff only. The “other contact” is for a person such as a program manager or another individual who is knowledgeable about your agency whom we may contact to obtain site updates.

**Site office hours:** These are the hours when the site is open to the public, in person or by phone. Do not list hours for specific services provided at the site that may differ from your site office hours, such as “Food Bank open Monday and Wednesday 1 p.m. to 3 p.m.” (you will be able to add that information in the Services section).

**Directions: Directions:** Any special directions or information people may need to find your location. Example: “food pantry located behind the church.”

**Disabled accessibility:** Please note any adaptive services or features for people with disabilities. Examples: full wheelchair access, building entrance accessible, elevators, ramps, special accommodations can be made, 3 steps to main office.

**Public transportation:** Include any helpful information about public transportation, including if the site is not accessible by public transportation.

### Services Information – page 3

This section captures information about the services provided by your agency. If you provide more than one service or program, please use the additional forms provided.

**Do NOT put this service on 211info.org/search-resources:** Check this box if you want information about this service to be visible *only* to our call center staff. If you do not check this box, people who search for services via our website will be able to find this service.

**Sites offering this service:** Please list the site or sites at which the service is being offered.

**Service program name:** The official name your service is known as.

**Also known as:** Other names the service might be known by.

**Service description:** Describe in detail the services that you provide to clients. The more specific and detailed you can be with this information, the better we will be able to accurately classify and share your information with those needing your services. Please avoid using mission statements to describe your services and note that we may need to edit your description for consistency and clarity. You will have a chance to review any edits we make.

**Intake procedure:** Check all that apply. You may also offer more detailed instructions in the provided comment space.

**Program phones:** These are the phone numbers used to access the service. The primary phone number for accessing services should be entered in the main program phone field. Other phones such as alternate phone numbers, toll-free numbers, TTY, or fax numbers that are not the primary point of contact should be entered in the "other phones" field.

**Fees:** All associated costs or lack of costs to the client for the provision of service. Fees may be specific dollar amounts or a description of the type of fee, such as sliding scale, hourly fee, co-pay, or donation. Also include the methods of payment you will accept.

**Eligibility criteria:** List the specific criteria one needs to meet to be eligible for the service. For example: age restrictions, income restrictions, and target populations. If there are no eligibility criteria, enter "none."

**Service hours:** This field provides information on the times the service is available. This may be the same or different from the site hours (such as "Food Bank open Monday and Wednesday 1 p.m. to 3 p.m.").

**Documents needed:** This field contains information about the specific documentation an individual may need to provide in order to receive services, such as birth certificate, Social Security number, utility bill, or pay stub.

**Languages:** List the languages you provide services in, and whether or not interpretation is available.

**Geographic service area:** The geographic area you provide service to. Examples: Deschutes County, Eugene, zip codes 97230 and 97233.





## UPDATING YOUR AGENCY'S RECORD IN THE 211info DATABASE

1. Go to [211info.org](http://211info.org)
2. >PROVIDERS (under the search area)
3. >INFO (click the INFO button)
4. >enter your User ID and Password (if you don't have these, contact Carrie at [carrie.prechtel@211info.org](mailto:carrie.prechtel@211info.org) or 541-210-8631)
5. Follow the prompts to update your record and click "save." The records are updated manually by the Resource Team in the Portland 211info office. If you have any questions or are unsure how to answer a question, you can write that in the box. They will contact you to help complete the survey.

Your agency's information:

USER ID: \_\_\_\_\_

Password: \_\_\_\_\_

## UPDATING YOUR AGENCY'S RECORD IN THE 211info DATABASE

1. Go to [211info.org](http://211info.org)
2. >PROVIDERS (under the search area)
3. >INFO (click the INFO button)
4. >enter your User ID and Password (if you don't have these, contact Carrie at [carrie.prechtel@211info.org](mailto:carrie.prechtel@211info.org) or 541-210-8631)
5. Follow the prompts to update your record and click "save." The records are updated manually by the Resource Team in the Portland 211info office. If you have any questions or are unsure how to answer a question, you can write that in the box. They will contact you to help complete the survey.

Your agency's information:

USER ID: \_\_\_\_\_

Password: \_\_\_\_\_





## Early Learning Hubs

In 2013, the Oregon Legislature passed House Bill 2013 creating 16 regional and community-based Early Learning Hubs. The intended result is to make quality early learning services more available, accessible and effective for children and families, particularly those who are historically underserved.

The Early Learning Hubs have three specific goals: (1) Create an early childhood system that is aligned, coordinated, and family-centered; (2) Ensure that children arrive at school ready to succeed; and (3) Ensure that Oregon's young children live in families that are healthy, stable, and attached.

### Goals

Create aligned, coordinated and family-centered early learning system

### Outcomes

- There is a common vision and agenda for focus population of children across five sectors (health, human services, K-3 education, early learning programs, business)
- Catalytic and transformative leadership is demonstrated
- All five sectors can demonstrate alignment of agendas, strategies and resources
- Partners share data and information
- All five sectors demonstrate coordination of activities
- The voice of families and communities served by the Hub guides the work of the Hub
- Family Resource Management function has been developed
- Disparities in access to services and supports are reduced and services and supports are culturally responsive
- Children arrive at Kindergarten with the social-emotional, language and cognitive skills that will support their success in school
- Families are supported as their child's first and most important teachers
- Early care and education programs and providers are equipped to promote positive child development
- Children and families experience aligned, culturally responsive instructional practices and seamless transitions from early learning programs to kindergarten
- Disparities in outcomes for children of color and from low-income families are reduced

### Ensure school readiness

Ensure healthy, stable and attached families

- Families have positive physical and mental health, supported by access to high-quality health services
- Parents and families have the confidence, knowledge and skills to support healthy attachment and the positive development of the children in their care
- Families have adequate resources to meet their needs, such as housing and transportation, access to healthy communities, and supports to strengthen their resilience to stress
- Working families have access to safe and affordable child care that promotes positive child development



