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Board of Directors

Thursday, December 7, 2023 |3:00-4:30 PM

Capitol Room- YMCA of Salem

Action	Time	Topic
	3:00	**Welcome and Introductions** • Review agenda for real or potential conflicts of interest – All • Establish any conflicts of interest
		Public Comment Period • Comments should be limited to three (3) minutes • Please provide copy of written materials to the Executive Director, if available
Action	**3:05**	**Consent Agenda –** Phil Blea *Staff Recommendation: Approve* 1. November 2023 Board of Directors Meeting Minutes 2. November 2023 Executive Committee Meeting Notes 3. November 2023 Parent/Caregiver Advisory Committee Notes 4. November 2023 Collective Action Team Notes 5. Executive Director Report
Action	**3:20**	**Financial Reports –** Donalda Dodson/Lisa Harnisch • Approve October 2023 Financial Reports
Action	**3:35**	**Parent/Caregiver Advisory Committee Update-** Sharon Anderson • Overview of November PAC meeting conversation with Pacific Source regarding the Social Emotional Metric
Inform/ Input	**3:40**	**Upstream Initiative Update** – Lisa Harnisch • Update from December 4 initial Learning Collaborative
Inform/ Input	**3:40**	**Raise up Oregon Crosswalk** – Lisa Harnisch • Articulation of our current work aligned with RUO • Discussion and input
Inform	**4:15**	**Executive Director Report –** Lisa Harnisch • Children, Youth, and Families Summit – March 7, 2024 Sponsor • Strategic Planning 2024 • Advisory group adjustments • Department of Early Learning and Care/Early Learning Council/Early Learning Hub Conversations • Parent Education Grant
Next Meeting Date		Thursday, January 4, 2024. 3:00 – 4:30pm. – New Board Member Orientation Thursday, February 1, 2024 – 3:00 – 4:30 pm – by zoom

Consent Agenda – Action Item

Staff Recommendation: Approve

December 2023 Consent Agenda

a. November 2023 Board of Directors Meeting Minutes
b. November 2023 Executive Committee Meeting Notes
c. November 2023 Parent/Caregiver Advisory Committee Notes
d. November 2023 Collective Action Team Notes
e. Executive Director Report

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Board of Directors Meeting Minutes

Thursday, November 2, 2023 | 3:00 – 4:30 PM

Virtual via Zoom

	Sharon Anderson, Parent/Caregiver Advisory Committee	X	Naomi Biggs, Polk County Public Health	X	Angie Blackwell, Confederated Tribes of Grand Ronde	X	Phil Blea, Marion County Children's Behavioral Health
X	Olga Cobb, Salem Keizer Public Schools	X	Donalda Dodson, Oregon Child Development Coalition	X	Jimmy Jones, Mid-Willamette Valley Community Action		Levi Herrera-Lopez, Mano a Mano
X	Justin Hopkins, Willamette Health Council	X	Juan Larios, Woodburn School District		Dawn Meyers, Oregon Department of Human Services Child Welfare	X	Joe Morelock, Willamette Education Service District
X	Cydney Nestor, Oregon Department of Human Services Child Welfare	X	Kim Parker-Lleranas, Willamette Workforce Partners		David Rheinholdt, Rheinholdt Insurance	X	Jim Seymour, Community Member
MPELH Staff							
X	Lisa Harnisch, Executive Director		Margie Lowe, Performance & Fiscal Officer		Tiffany Gallagher, Parent Education & Family Engagement Manager		Claudia Rodriguez, Safe at Home Program Manager
	Cassandra Hernandez, Preschool Promise Liaison & Outreach Coordinator	X	Kiara Yoder, Screening & Care Systems Coordinator		Leslye Garcia, Ready! For Kindergarten Coordinator	X	Nancy Figueroa, Family Navigator
	Ana Garcia, Coordinated Enrollment Specialist		Maribel Hernandez, Coordinated Enrollment Specialist		Cassandra Hernandez, Preschool Promise Liaison & Outreach Coordinator	X	Sasha Siclait, Program Operations Associate

Action Summary

- October 2023 Consent Agenda;
- September 2023 Financial Reports.

Topic

Welcome and Introductions

Board members and MPELH staff introduced themselves. Executive Committee member Phil Blea facilitated.

Conflict of Interest

No conflicts of interest were declared.

Consent Agenda

The October 2023 consent agendas were included in the Board packet.

Jimmy Jones moved to approve the consent agendas as presented. Donalda Dodson seconded. Motion passed.

Financial Reports

September 2023 financial reports included revenues of $231,753. Funds from the Oregon Department of Education Electronic Grants Management System (EGAMS) and the Oregon Health Authority are recorded as receivables this month for Hub Coordination and other grants and contracts as MPELH awaits receipt of the funds.

Total expenses for September 2023 were $232,856. In addition to employee salary and benefits expenditures, expenditures include payments for program outreach for Preschool Promise and contract payments for parent education programs and the subcontracted Preschool Promise Providers.

Olga Cobb moved to approve the September 2023 financial report as presented. Jimmy seconded. Motion passed.

The statement of activities looks incomplete as the Board adopted a continuous service budget through December 2023 as MPELH awaits final contracts and dollar amounts.

Program Spotlight

MPELH's Family Navigator Nancy Figueroa provided an overview of the navigator role for Preschool Promise and shared some highlights:

- Provide materials and information to promote healthy parent-child interactions and home learning; make referrals to assistance programs, health and special education providers, parenting classes, support groups, and other services; foster positive relationships and attend meetings between families and program staff regarding IFSPs, behavioral concerns, and other needs; follow up on referrals to ensure evaluations take place and appointments are kept; work with coordinated enrollment staff and preschool programs to identify family needs and sustain enrollment; as well as Increase self-sufficiency and self-efficacy.
- This position supports 9 center-based, 4 school districts and 14 home-based providers.
- In the year 2022-2023 over 30 families were served with already 19 being supported this academic year.
- There is cross-agency collaboration to support families and preschool promise Providers with Willamette Education Service District and the Child Care Resource and Referral. Growth and ignited passion for the Hub staff that has been involved.
- MPELH uses Activate Care for referral and resource management. The platform helps connect social service agencies in Marion and Polk counties to a growing, local network and has the ability to develop a care plan for every family.

Board members appreciated this program in supporting families. Does Activate care allow for release of information of the referral information to school districts? Lisa will look into it further. The Board is interested in learning how to use Activate Care and how it works in the community. How does it work for our agency or how to bolster it and make it more aware of other agencies? A Board Member asked if Activate Care is in competition with other referral programs. Lisa shared it is not in competition. This tool is a case management tool and referral tool. Unite Us is a referral system, and not a case management tool. We utilize Unite Us when needed/helpful to particular situations.

Executive Director Report

- **Staffing update**
    - Katrina Casas started as the Coordinated Enrollment Manager filling the position that Skye left. Sasha Siclait joined us as the Program Operations Associate and will be working on Board related matters and project management for the Oregon Health Education Collaborative (OHEC) and Health Aspects of Kindergarten Readiness (HAKR) work. We are delighted and excited to have them both on board.
    - Harold our accountant is moving. Will work with us remotely for a bit. But bringing onboard someone for accounting and fiscal reporter. Margie will be working on a part-time basis half in Colorado and half in Oregon.
    - As MPELH finalizes the work plan and agreements with Willamette Health Council (WHC), Lisa anticipate that we will bring in additional capacity with another family navigator. Kiara is currently the Community Alignment Specialist for Family Connects. She is being "untethered" from this work to be able to have her manage all of the HAKR work in partnership the WHC. We will continue to be involved in the Family Connects work, but focusing more on the outreach and external facing work.
- **Parent Advisory Committee**

- Sharon is unable to join our meeting today due to work related training. I would point you to the notes included in your packet. During our last meeting we presented information on and received feedback on the proposed work with the Health Council and our upcoming work with Upstream Initiative (UI). We also discussed parent education investments in broadening opportunities for families.
- Two additional members are interested in being more involved at the board level.

- **Willamette Health Council funding planning-** Kiara and Lisa have been meeting with Justin Hopkins at Willamette Health Council and Pacific Source staff to align the proposed work with WHC with the HAKR measure. A big part of this work will be engaging with community based organizations to support families.
- **Upstream Initiative planning-** MPELH is excited about this work with OHEC and am determined that this can galvanize not only what we are doing as a Hub, but in alignment with System of Care (SOC), and the Community Impact Network (CIN). Conversations with Governor Kitzhaber and Chelsea King have continued. They are working hard on raising the funds for the learning collaborative and the local sites to do the work. WE ARE FULLY FUNDED, and they are working on the others. They are still fundraising to fund the rest. Lisa sought feedback from the Board on what is exciting, unclear, or causes questions. The Board asked how it aligns with existing efforts, that we don't just start something new and shiny instead of furthering the current work. Lisa shared the design pilots are to tie into what currently exists but they are to help define policy changes. The Board agreed the timing of this all maybe ambitious for the next legislative session.

Next Board Meeting: Thursday, December 7, 2023 at 3:00-4:30pm. YMCA Capitol Room.

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MPELH Executive Committee Meeting Notes

Wednesday, November 15, 2023 |8:00 – 9:00am
Virtual via Zoom

Phil Blea, David Rheinholdt, and Donalda Dodson
Guests: Toby Roth and Larry Grant, Grove Mueller & Swank. Margie Lowe and Harold Haggled, MPELH.

Topic
Welcome
Audit Opening Toby Roth and Larry Grant from Grove Mueller Swank opened the July 1, 2022 – June 30, 2023 fiscal year audit. MPELH staff have been preparing the documents needed. The plan is to complete the audit by the new year. This last year was normal with state grants for Hub Coordination, Kindergarten Partnership & Innovation, finished the Child Public Partnership (CP3) partnership, continuing grant for parent education grants from Oregon Parent Education Collaborative via the foundation dollars, Department of Early Learning & Care and the Oregon Department of Human Services to support parent education. MPELH did launch the Dolly Parton Imagination Library (DPIL) so that is the newest funding streams coming in, not just as grants but also donations. Had to tighten up the internal processes. The biggest issue was the bank fraud with KeyBank in the Spring and transferring over to MAPS with better safeguards. Asked them to get bigger insurance o our FDIC funding. MAPS is really watching our account including significant credit card safeguards.
Governance Policy Reports The Executive Committee reviewed aspects of the Governance Policies. The following sections were reviewed and discussed: • **Board Members Code of Conduct**- all green**.** Conflict of Interest Policies (COIs) will be sent in January to ensure sure our board members can stay in compliance. • **Board Committee Principals-** all green. *Donalda Dodson moved to approve the governance policies as presented. Phil Blea seconded. Motion passed.* **Donalda moved. Phil seconded. Motion passed.**
December 2023 Board Meeting • Raise up Oregon- interactive work session with the board. Beginning to do a crosswalk of all system goals. • January New Board Member orientation- January 4th
Next Meeting: December 20, 2023. 8:00 – 9:00am.

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Parent/Caregiver Advisory Committee Meeting Agenda

Wednesday, November 8, 2023 |Dinner 5:30 – 6:00 and Meeting 6:00-7:30pm
Location: Salem YMCA 685 Court Street NE (Capitol Room) Salem, OR 97301

Topic
Opening Activity/Icebreaker- Leslye Garcia *The members initiated an icebreaker activity where they shared their stories about how they became affiliated with MPELH and the Parent/Caregiver Advisory Committee.*
Health Aspects of Kindergarten Readiness Project- Brittany Knowles, Lisa Harnisch and Zaira Flores *Oregon is at the forefront of creating a plan to involve the healthcare industry in promoting kindergarten readiness. PacificSource is interested in supporting and expanding its collaboration with pediatrician offices to facilitate the integration of health and early learning, thereby positively impacting kindergarten readiness.* *PacificSource is seeking input from PAC members regarding the Oregon Health Authority Metric data. This input will be used to develop PacificSource's action plan for 2024, specifically focusing on services for children under the age of 5. PAC members' insights on system barriers that affect their children's health services will be valuable for quality improvement purposes.* **Data presented included;** **Health Complexity Reports and Internal Data, CCO Reach Reports, and REALD Information.** *The Health Complexity and Reach report will recognize the importance of raising awareness and providing assistance for children aged 0-5 who are facing mental health issues. The Health Complexity Model examines both social obstacles and medical complexities.* ***Highlighted targeted areas*** ● *Target area1: increase awareness of SE Health services and reduce stigma* ● *Target area 2: Address access barriers for families* *In December, a follow-up meeting will be arranged for PAC members to share their input.*
Holiday Volunteering- Tiffany ● **Salem Parade float- December 1st** ○ Planning committee? ● **Toy for Joy- Salem Rite Aid** ○ Wednesday Dec 21st anytime between 9-6pm ○ Thursday Dec 22nd anytime between 9-6pm *Members were presented with two holiday opportunities to support MPELH.*

Closing

- Next Meeting: December 13, 2023 from 5:30-7:30pm
  - *(Members have shown interest in having a family dinner where they can interact with their fellow committee members and partake in a gift exchange.)*
- Location: YMCA of Marion and Polk Counties

PAC MEETINGS 2023 – 2024

Capitol Room at the Salem YMCA 685 Court Street NE; Salem, OR 97301- (3rd Floor)
Dinner: 5:30 – 6:00pm & Meeting 6:00 – 7:30 PM

November 8, 2023
December 13, 2023
January 10, 2024
February 14, 2024
March 13, 2024
April 10, 2024
May 8, 2024

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Collective Action Team (CAT) Meeting Agenda
Agenda del Equipo de Acción Colectivo

Thursday, November 16, 2023 // Jueves, 16 de Noviembre 2023
9:00-10:30 AM
Online meeting // reunión en línea: Zoom meeting ID #832 5705 7905
https://us02web.zoom.us/j/83257057905

Attendance:
MPELH : Tiffany Gallagher, Cassandra Hernandez, Katrina Casas, Leslye Garcia, Claudia Rodriguez, Sasha Siclait
Diana Castillo- Salem Keizer Coalition for Equality
Claudia Caratachea- Salem Keizer Public School
Connie Chavez- Oregon Family Support Network/Raise Up Oregon
Iveth Solis-
Kelly Brader- Chemeketa
Kyle Miller- MWVCAA Head Start
Marlene A- Family Building Blocks
Nicole Whitfield- Oregon Department of Human Services
Nodabi Morales- OCDC Marion/Clackamas Co
Ramon Alexander-
Sierra Riley- Santiam Hospital & Clinics

Topic		**Tema**
9:00	Welcome and opening activity	Bienvenida y actividad inicial
9:15	CAT Survey - *Tiffany and Sasha, MPELH* *Attendees were informed about our interest in obtaining their valuable feedback for these CAT meetings. Participants had the opportunity to fill out the survey during the meeting.* *A reminder was provided for January's in-person meeting at the Kroc Center.*	Encuesta CAT - *Tiffany y Sasha, MPELH*
9:50	Holiday Resources - *Sasha and Claudia, MPELH* *Sasha and Claudia went over this resource guide so participants had the opportunity to understand the layout.*	Recursos - *Sasha y Claudia, MPELH*
10:00	Partner announcements & updates – *All*	Anuncios y actualizaciones de socios - *Todos*

Next meeting:	**Próxima junta:**
January 18, 2024, 9:00-10:30 a.m.	18 de Enero, 9:00-10:30 a.m.
At the Salem Family YMCA	Salem Family YMCA

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Summary of Financial Results Period Ending October 2023

Revenue:

October 2023 included revenues of $133,626. Funds from the Oregon Department of Education Electronic Grants Management System (EGAMS) and the Oregon Health Authority are recorded as receivables this month for Hub Coordination and other grants and contracts as MPELH awaits receipt of the funds.

Expenses:

Total expenses for October 2023 were $127,771. In addition to employee salary and benefits expenditures, expenditures include payments for program outreach for Preschool Promise and a KPI professional development event and contract payments for parent education programs and Preschool Promise providers.

Balance Sheet

As of October 31, 2023, MPELH has assets of $4,414,511 and current liabilities of $188,302. The required reserve of approximately $1,434,279 is met with a portion of the Unrestricted Net Assets. MPELH's contract with the State Department of Early Learning and Care requires the Hub to maintain a six-month operating reserve; the MPELH Board of Directors approved increasing the reserves to a nine-month period due to state contract delays. MPELH calculates the reserve estimate based on nine months' of staff salaries and benefits and six months' of phase-out operations for subcontractors. All subcontracts contain a dis-appropriation clause allowing rapid discontinuation.

Changing Grants and Contracts

- The Department of Early Learning and Care plans to continue the funding distribution formula for hubs that was used in 2021-23 for the coming biennium. There may be some adjustments based on risk population changes.
- The Willamette Health Council announced that it will contract with MPELH for approximately $1 million to implement multiple strategies to move providers to meet the objectives of the Health and Kindergarten Readiness metric.
- The Oregon Health Authority grant to support the Family Connects newborn visitation program will remain the same for the coming year.
- OPEC Marion County Parent Education Program of $60,750 and funding from the Student Success Act will be approximately $102,000 for Marion County parent education. Polk and Yamhill will receive a similar amount through their parenting hub.
- OPEC grantors announced federal approval of Title XIX (Medicaid) funds for statewide parent education programs. The required matching funds will come from the current state support for the program. The new

funds are expected to be available in the coming year. The OPEC grantors confirmed that they would continue their existing support for the remainder of this year and next year.

- MPELH's contract for 40 Preschool Promise placements, will continue in the new fiscal year allowing the Hub to continue to subcontract with three in-home providers to deliver services for children. The 2023-25 Preschool Promise Coordinated Enrollment contract appears to maintain the current level which supports both marketing/outreach and staff to review student applications and support placements for providers.
- The Dolly Parton Imagination Library initial expenditures are supported by grants from the Marie Lamfrom Charitable Foundation, the Oregon Community Foundation, the Rotary Clubs of Salem, DKG International, Willamette Health Council, and individual donors. Remaining KPI funds for the Santiam Canyon communities provided funds to support expansion to the Aumsville community. The Creekside Rotary Club announced its support for the children who live in the South Salem 97306 zip code beginning in August. Marion County approved a grant for $30,000 a year for three year; this grant will cover the cost for DPIL in remaining Marion County communities. Jim Scheppke, a retired State Librarian and earnest supporter of MPELH's work for the Imagination Library, announced that he will gift $20,000 in memory of his mother (who taught preschool for over 30 years) along with a $5,000 contribution from the OCF Betsy Priddy Fund to support the program for children who live in 97302 (South Salem).

Match Requirements

- Oregon Hub Coordination Funds 25% Match ($160,741 non-state funds). In the 2022-23 fiscal year this is projected to be met by the OPEC grant ($60,750) and the Family Connects contract ($100,000).
- Oregon Family Support Funds 25% Match ($68,471 non-state funds). This match has been met by funds (approximately $65,000) provided through local partners as a part of the Emergency Family Support Program and the Safe at Home program funded by a private foundation.
- OPEC Grant Match ($18,750). This match is met by the Hub Coordination and KPI funds provided by the Early Learning Division.

State Administrative Expenditure Limit

- Family Support Funds -- 10%
- Preschool Promise – Funds included in the Preschool Promise Coordination Account
- All Other State Grants – 15%

Marion & Polk Early Learning Hub
Statement of Position (Balance Sheet)
October 31, 2023

ASSETS

Current Assets			
Petty Cash	$	300	
MAPS Bus checking -9003, 8994		2,180,120	
MAPS Bus MMKT-1589		1,458,939	
Prepaid Expense		59,178	
DPIL PrePaid		57,661	
Accounts Receivable		653,634	
Total Current Assets			4,409,832
Fixed Assets		4,679	
Total Assets			**$ 4,414,511**

LIABILITIES AND NET ASSETS

Current Liabilities			
Accounts Payable	$	37,276	
Accrued Wages/Benefits		82,755	
Unearned Revenue		60,750	
Credit Cards		7,521	
Total Current Liabilities			188,302
Total Liabilities			188,302
Net Assets			
State Required Restricted		1,354,350	
Unrestricted		2,068,832	
OPEC Marion Region		83,057	
Preschool Promise		0	
Other State and Local Grants		719,970	
Total Net Assets			4,226,209
Total Liabilities and Capital			**$ 4,414,511**

Marion & Polk Early Learning Hub
Statement of Activities
Year-to-Date for the Period ending October 31, 2023

	Month Actual	YTD Actual
Revenues		
Hub Coordination	54,603	217,953
Parenting Education	0	3,360
dpil	21,285	31,067
Preschool Promise	37,097	336,769
School Readiness/KPI	18,475	58,103
Other Grants & Contracts	2,166	80,767
Total Revenues	133,626	728,019
Expenses		
Salaries and Benefits	82,381	387,407
Professional Development	315	1,627
Supplies/Materials/Equipment	2,916	6,967
Subcontracts and Local Grants	8,227	158,371
Family Support/Aid	0	889
Parent Education Series	9,012	39,482
Parent Support Activities	0	980
Special Proj/Collaborations	0	0
Facilitator Support/Training	0	2,121
Training & Curriculum	10,270	25,089
Travel/Trans/Meetings	1,404	2,938
Facilities	5,083	20,336
Parent Advisory Committee	1,183	2,024
Communicatons/Outreach	3,166	41,233
Administrative Costs	3,814	19,764
Total Expenses	127,771	709,228
Net Income (Loss)	**5,855**	**18,791**

	YTD Actual
Expenditures by Program	
Hub Coordination	143,868
KPI/School Readiness	58,104
Parent Education Grants	55,770
Preschool Promise	336,769
BCare Connect	0
Family Support	97,995
DPIL	16,722
Total Expenses	**709,228**

Additional Materials

Comparing UniteUs and ActivateCare

UniteUs and ActivateCare fundamentally differ in what they do, who they support, and the kind of healthcare system that results.

UniteUs is a referral system.

It has strong support from institutional health and finance

- Alignment with existing medical systems and process
- Connects medical providers to social services through medical systems
- Operates with medical system policies and procedures

The UniteUs approach is limited outside the medical space.

- The referral is a transaction. By itself, it is not competent care coordination.
- Social health, mental health, public health, and education have unique natures and requirements outside medicine's scope and primary purpose.

ActivateCare supplies supporting infrastructure. It is configurable to serve the specialized needs of non-medical systems. It began with direct support for care coordination within social health. Its care coordination is an actively supported incremental process moving from needs to outcomes.

The ActivateCare referral system was then added to support this care coordination.. This sequence is essential; it starts with supporting the ability of a non-medical system to supply and coordinate better results -- a necessary requirement for referral value.

ActivateCare infrastructure:

- Enhances non-medical service provider independence, capability, validation, and specialization
- Supports integration to achieve desired outcomes by aligning intermediary goals.
- It directly supports and includes client participation in their recovery.
- Provides integration of data and services when care overlaps other systems with proper permissions, including medical, education, behavioral health, and housing.
- Reporting database connects to Business Intelligence tools.
- Enables better support of local stakeholders, medical and behavioral health, education, ODHS, OHA, housing, and business
- Curandi's role is like a facilitating utility – supporting all collaborations and better outcomes for programs and the community.

Final comment: The community will benefit when the various health, housing, and other human services and education categories have the best support for their specific needs and purposes. Each must be competent in its own space while being able to interact productively with others.

parented
BUILDING STRONG CONNECTIONS + COMMUNITIES

MARION PARENTING HUB IS CHANGING... FOR THE BETTER!

Parents and partners have expressed the desire to have various parenting class offerings available all throughout the year. MPELH is transitioning from mini grants to a new **Parent Education Grant (PEG)** for classes scheduled for July 2024 - June 2025.

JANUARY - FEBRUARY 2024

- **PEG application open** Jan 8 to Feb 16, 2024.
- **Application walk thru** January 9, 4-5pm
  - **Zoom link:** https://bit.ly/pegofficehrs
- **Weekly office hours** January 16, 23, 30, and Feb 6 and 13 from 4-5pm.
  - **Zoom link:** https://bit.ly/pegofficehrs
- **Live FAQ updated daily**: https://bit.ly/PEGFAQ

MARCH - JUNE 2024

- **March 2024 -** Scoring & Selection Committee proposal review
- **April & May 2024 -** Award notifications and contracting begins
- **May & June 2024 -** MPELH individual awardee contract meeting
- **May 2024 -** Development of a year-long master calendar for marketing and promotion

Scan to receive the application when it launches Jan 8th!

MPELH will also post to Basecamp and email to partners

Due to funding limitations, the PEG is for Marion County parent education only. For parent education opportunities in Polk County, visit Mid-Valley Parenting at midvalleyparenting.org