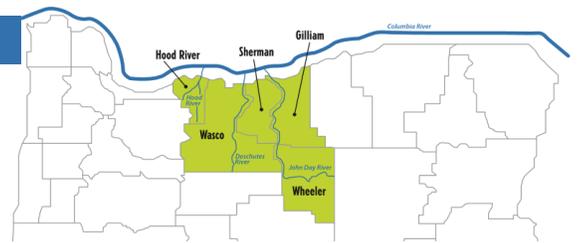


Chairs Meeting



Tuesday, January 6, 2016

3:00 to 4:30 pm

Columbia Gorge ESD

Present

Cindy Johnson, Administrative Assistant 4RELH

Terri Vann, Hood River County

Kristen Richelderfer, ECC Chair, Wasco County

Teri Thalhofer, Health, ELC member, outgoing ECC Chair

Brooke Ansotegui, North Central ESD/Preschools

Nancey Patton, Early Learning Services

Christa Rude, Regional Hub Coordinator

Matthew Solomon, Mid-Columbia Children's Council

Participating by phone

Amber DeGrange, Sherman County

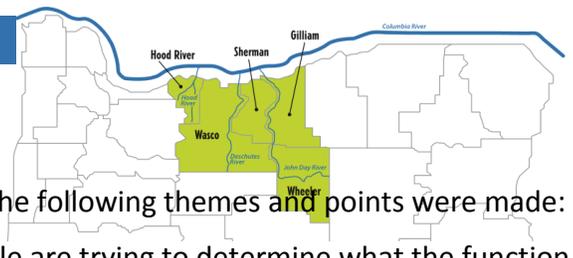
Teddy Fennern, Gilliam County

Context:

The purpose of the "Chairs" group is to pull ECC's together at the leadership level in order to implement the 4RELH Strategic plan and Governance Board Directives in a coordinated way. There needs to be connectivity between Early Childhood Committees and the Governance Board; the main function of this team would be to develop shared structure, planning and content.

The Hub Coordinator posed some questions to the group about the current ECC/ECAT meetings:

- What is working and what is missing? Who is participating? Who needs to be there?



Chairs Meeting

The group had a discussion around these questions and the following themes and points were made:

- This very topic came up in another meeting, people are trying to determine what the function and purpose of ECC is.
- Facilitators wonder about who is missing in these meetings and who should be there; there are a lot of people on email lists, but who *are* they and should they be attending or removed from the list?
- Leaders of these groups have reached out to people, but can't get them to the table because they may not understand the relevance of the group.
- There is a need for structure; something is needed to provide people with a purpose for attending.
- Establishing ground rules for meeting could be helpful
- Fewer people participate these days; attendance is really inconsistent.
- What is the purpose? Some folks are seeing it as "one more meeting"
- While structure is needed, there needs to still be a space for local topics and presentations. The meetings should respond to the Governance Board and also cultivate topics that should be brought to the Governance board; both up and down conversations
- Tying it to the hub. How does that look?
- Tying the ECC's together and to the Hub will help add clarity and purpose
- Multiple counties have a hard time getting childcare and preschool providers to participate

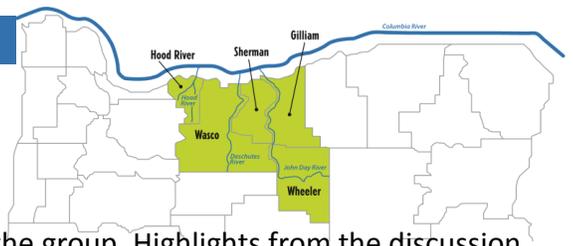
Chairs meeting and Sequencing

The Coordinator suggested that this group act as a leadership group to respond to topics discussed at the leadership meetings. This group could structure conversation to take to ECC meetings.

There was discussion about how this would work and the sequencing of the meetings. ECC Chairs (the leadership group) could meet within a week after the Governance Board meeting and create a set of regional agenda items. The county ECC meetings would meet with this agenda and any additional local agenda items and local ECC's would convene and report to the RECC. The RECC would then report to the Governance Board. It was also suggested that chairs of each ECC could rotate providing the report to the RECC at the governance board.

Governance Board → Chairs Meeting → ECC/County → RECC

There was a suggestion and resonance about having the Chairs meeting on the same day of the Governance Board meeting; potentially happening right after the Governance Board meeting. The hub coordinator noted that with the new schedule the Governance Board meeting is a full day and also that having some time to digest the meeting can be beneficial. She requested that for a start, the group plan to meet within a week of the Governance Board and in person as much as possible. Call in options will always be available and after the group completes several cycles of the work it might be easier to combine the meetings. The group was amenable to this plan.



Chairs Meeting

A charge and a purpose

There was discussion around how to create a charge for the group. Highlights from the discussion include:

- Important to have a structure and purpose and also important to have flexibility built in to the structure.
- Important to give ECC's space to define topics because if the ECC's are limited to what the Hub wants we will lose grass roots. We need to have space for grass roots issues to go to the Governance Board.
- Additional Agenda items could be different from County to County along with standardized agenda items developed by this leadership group.

Capacity

The Hub Coordinator inquired about capacity. How is it going? Noted that there were resources to support the convening and facilitation of these meetings through the earlier coordination model: Commission on Children and Families. The following are highlights of the discussion that followed:

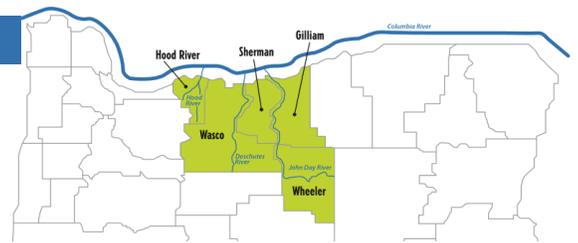
- ECC's worked best when there was administrative support; now ECC's would benefit from admin support to send agenda's, reminders, keep and post minutes and coordinate logistics related to meeting space and technology.
- Currently, some ECC facilitators are working under grants and/or funding not directly related to the hub. If/when grant funding ends there may be a gap in the current services provided.
- Minutes are a huge and difficult responsibility for the ECC's and meetings cannot be used for good data without minutes.

There was a discussion about what kind of support would best support ECC meetings? Would it be funding directly to a county?

It was noted that because the coordination of these meetings is already happening as an "in kind" effort from people in already full-time positions that extra money would both not be enough to create a position and not buy additional time for the people who are already wearing multiple hats. The group generally agreed that they need a person for support across the region and wonder if some of the funding that was received could be used for that.

There was a suggestion that perhaps the funding provided by GHOB could be used for an EC liaison in the 3 most eastern counties? Another suggestion was that time from a different entity could be bought to provide help/support. The Hub Coordinator suggested that from a systems perspective it would be more efficient to have one person providing support across the region instead of adding additional coordination duties with multiple people representing each county.

The general agreement of the group was that the only way ECC's will work in the new governance model is with consistent support which they no longer have. The Hub Coordinator agreed to bring this question to the next Governance Board with a possible proposed solution of having a single point of support for the counties in coordinating ECC meetings.



Chairs Meeting

Technology

The question was raised about the use of technology for the ECC/ECAT meetings, how is it being used? How is it working?

Some Counties are using V-Tel or V-Conn and it works well. It was noted that it's functional for the easternmost counties to meet together as long as there is opportunity to follow-up with individual counties afterward.

The meeting wrapped up with discussion about suggested topics for the first RECC and they are noted below. The Hub Coordinator will also work on a proposed calendar and write a draft summary of this proposal to take the Governance Board meeting in January.

Proposed Topics for first ECC Chairs Agenda

Tentative Date (as discussed by the group): **February 3, noon-2pm at Spooky's in The Dalles**

- 1) **Charge for ECC/ECAT** (might include ground rules)
- 2) **Strategy for establishing consistent AND flexible structure for agenda** Christa will put together a draft system/framework for meeting.
- 3) **Engaging Parents** Parents have good information to share. How do we **engage parents** and childcare providers and get them to our meetings? Suggestions include:
 - A focus group 2 times a year with food
 - Offering childcare and food
 - Offering incentives
- 4) **Who should be at the ECC meetings?** What is going to make it viable for them? Possibilities include:
 - County representatives
 - Public Health
 - EI/ECSE
 - Head Start OPK
 - Home Visiting
 - Advantage Dental – Ashlie
 - CCO/CAP
 - Mental Health
 - DHS
- 5) **Our Kids Network: Toolbox**
- 6) **Other agenda items as needed...**

The meeting adjourned with thanks from the Hub Coordinator for the good discussion and ideas.