

**Harney County Commission on Children and Families
Minutes of October 11, 2011, Meeting**

Attending: Dan Nichols, Chair; Pat Sharp; Michelle Bradach; Jean Hurst; Ramona Hofman; Ann Vloedman. Teri Cain, Director; Nancy Walker, Assistant.

Absent: John Copenhaver; Joyce Moser.

Guests: No guests present

Call to Order/Introductions: Dan called the Meeting to order at 2:02 p.m. No new introductions.

Public Comments: No public comments.

Approval of agenda and minutes: Current meeting agenda and minutes from September 13, 2011 HCCCCF Board meeting were reviewed and Dan explained item “Emerging Issues” on the agenda would be a conference call to be made during the meeting at 2:30pm with Iris Bell, Transition Director for OCCF in Salem. Teri also brought a math error regarding the total amount awarded as part of the RFP process to the Board’s attention. The total amount awarded was actually \$49,568 rather than the total requested by the combined applicants (\$57,560). Anne Vloedman made a motion to approve the agenda as amended and minutes as corrected; Pat Sharp seconded; unanimously approved.

New Commission Director : Chair Dan Nichols introduced new HCCCCF Director, Teri Cain, who accepted the position following the completion of the hiring procedure outlined in September, 2011 minutes. Dan contacted the remainder of Ms. Cain’s references and the County conducted a criminal background check. Board members were notified by email when the new director was officially hired.

Director’s Report: (In Italics) HCCCCF Director’s Report 10-11-11

General: I have been learning my job, learning about the current county and state structures and learning about the agencies that provide services. I have been working on the contracts and work plans with service providers. I plan to have those finalized by the end of the week. I have met with each of the four agency heads to develop these plans.

I have learned the accounts payable system of the county and succeeded the first round, catching any mistakes in advance! All bills are current.

I am working with the Drug Free Community grant personnel (Ashlee and Alicia) to understand my role and learn the important parts of the grant. This will be an on-going task. I am confident in their abilities and Patty confirmed that the grant and management is “mature.” I believe my role is to be fiscal agent and to be as involved with the grant as is necessary and logical within the other duties of my position. Patty did recommend, after I asked, devising a “formal evaluation for the DFC coordinator position.” This might be something to work on in the coming year.

Nancy Walker has agreed to continue with setting up and publicizing the parenting classes and that is a huge help to me.

Marilyn Miller from the state commission came to Burns on Thursday, October 6 and 7 to provide training to myself and Ronne Lindsay from Paisley (Lake County) on using the reporting and fund-requesting database. I am in the process of getting signatures from Dan and Steve Grasty in order to obtain the first portion of our funding

to go to the county treasury in order to pay providers. This initial signature statement simply confirms that these officials are aware of and agree to the figures stated in the funding streams for the coming year. After this I believe money will be brought into the county treasury through an electronic process after I do quarterly reporting to the state commission.

Marilyn talked about the need to focus on sustainability of the programs we support as well as the Early Childhood piece, looking at gaps; two preschools in town have closed and currently, the preschool at the Early Childhood Center is the only one in the Burns-Hines area.

Patty helped with a Medicaid Reimbursement report and answered many, many questions I had on a daily basis. I worked with Patty on entering the data for this report which involves work done at Head Start or Healthy Start (I think it is Healthy Start.)

Publicity has been out about the vacancy of Commission members, in two public notices in the newspaper and ads on the radio. I did not hear the ads on the radio but I delivered a press release for Linc to read. He said he would broadcast it. I have not received any letters of interest but spoke with Dan Hoke who expressed interest to me about serving on the commission. Edie Necoche immediately declined my invitation.

I have been working in the office by ESD and intend to do most of my office work there. My focus through the end of the year is to continue to learn the financial processes and reporting requirements and to be aware of suggestions for addressing the upcoming transition to a "regional delivery" system and RFP process for the coming year. Marilyn Miller will be meeting with Iris Bell today (Tuesday, October 11, 2011) to suggest some Eastside meetings around common issues.

"Emerging Issues" (developing topics and/or reports from OCCF): At 2:30pm, Dan initiated a conference call to Iris Bell, Transition Director for OCCF in Salem. Ms. Bell also indicated that OCCF staff member Marilyn Miller would be on the call. Dan indicated the nature of the call to Ms. Bell was for HCCCF Board Directors to get clarification and direction from OCCF as to the future direction for Harney County's role pursuant to the passage of SB909 in June 2011, which infers the sunset of OCCF and establishes the Governor's Oregon Education Investment Board (OEIB) and through that board, the Early Learning Council (ELC). The ELC would be tasked to analyze the coordination of resources used for early childhood programs for the purpose of improving outcomes statewide. Ms. Bell described the transition as an emerging process with the intent repurpose some state funding streams for beneficial children and families programs, which formerly reached local communities administered by the 36 Oregon Counties through the "Commission System" but acknowledged the plan was very much "under construction" because the Legislature will address the specifics during February, 2011.

Dan expressed the reality that Commission system is indeed functional in Harney County and that SB909's changes might put rural counties like Harney at a disadvantage with already limited resources. Ms. Bell explained that the Governor envisions the rollout of the early childhood system to be a "provider neutral" process, with a sort of RFP process for a set of services proposed by those who demonstrate that they are in the best position to provide effective services to a "region." Ms. Bell indicated her belief that effective rural organizations, whether a county, existing Commission or non-profit organization, could present a strong case to be the vehicle to deliver a set of services to the larger region, if the presentation demonstrates that the organization engages local communities and delivers on the Governor's expectations. Conversations about regionalization and shared services are quite prevalent and are on the table at the ELC and OEIB work sessions. She encourages folks to organize and address ways to compete in new system. The ELC is currently in the process of crafting the shape of the early childhood services delivery system and will report throughout the next couple of months to the OEIB. In turn, OEIB will make recommendations to the Legislature in February.

After the call, the Board discussed ideas to proactively respond, and decided to begin with a work session scheduled for next Wednesday, October 18, 2011 at 8:00am. Available Commission Board members, Director

Cain and Assistant Walker will attend. Teri will also ask Donna Schnitcker, ECC Director to help the Commission by attending and providing insight from her early childhood expertise and experiences during the SB909 hearing process earlier in 2011. Ramona indicated the meeting could be held at Hine City Hall.

Regionalization and shared services also led the Board and Director Cain to discuss how relationships with neighboring Counties could be explored to identify common needs, strengths and resources. Lake, Grant, and Harney Counties, for example, share several common characteristics. In contrast, Deschutes, Harney, and Malheur counties share geographic commonalities but fewer demographic, economic, and philosophic characteristics. Teri will call neighboring CCF Directors to meet, hopefully next week, also. She will keep Commission Board members informed via email.

Dan suggested HCCCF develop a document consisting of this county's priorities and strengths aligning with the Governor's priority to "enhance student academic success" as a deliverable from this process. Michelle and Board members would like to review HCCCF comprehensive plan and she also asked Director Cain to forward OEIB and ELC correspondence, teleconferences, etc. to keep Board members informed about the direction the transition as it evolves.

Membership: Openings & letters, recruitment: There are currently two vacancies on the HCCCF Board and no letters of interest have been received from community members recently. Board members indicated willingness to get the word out to contacts in the community to recruit candidates. Teri also indicated the positions will be advertised in the next several weeks.

Discussion on HCCCF Local donation program (carried from September agenda): tabled to next meeting.

Late Items: Nancy updated Commission Board members regard the Fall Parenting Series. With Oregon Childrens' Trust Grant Funds, we're sponsoring two terrific programs. Tuesday evenings in November, Michelle Yunker and Stephanie Lardy will be facilitating "Make Parenting a Pleasure" for parents with children ranging from birth to ten years old. We'll provide supervised and free on-site childcare. This series includes solid parenting tools for raising kids, especially during the early developmental years. Debi Mues and Bob Yunker will facilitate "Becoming a Love and Logic Parent" on Thursday evenings in November (except Thanksgiving week). This series will be focusing on understanding Teens and Tweens and promises to generate great ideas to share for our kids in the community. Topics will cover a wide range of issues relevant to kids and families in Harney County. There is no cost to attend, and the series is open to the public. Nancy will be the contact for both series.
minutes

Also, agendas, meeting minutes (upon Board approval), and deliverables (e.g., comprehensive plan, RFP applications, etc.) are being posted monthly to the Harney County web site on the HCCCF page.

Next Meeting: Tuesday November 8th, 2011 at Hines City Hall Council Room, 2:00 p.m.

Adjourn: Meeting adjourned at 3:55pm.

Respectfully submitted,

Nancy Walker, assistant to Teri Cain (HCCCF Director)

Minutes approved 11/08/2011