

**Harney County Commission on Children and Families  
Minutes of April 10, 2012**

**Attending:** Dan Nichols, Chair; Ramona Hofman; Dan Hoke;  
Joyce Moser; Jean Hurst, Pat Sharp; Teri Cain, Director; Nancy Walker, Assistant.

**Absent:** Michelle Bradach, John Copenhaver

**Call to Order:** Dan called the Budget Session to order at 1:15 p.m.

**Budget Discussion:** Teri began the budget discussion to familiarize Board members with HCCCF revenue and expenditures to plan for the upcoming fiscal year. She reviewed materials provided to board members including HCCCF 2011-12 Funding Decision Matrix which detailed state and federal funding streams, Harney County Court Revenue/Expenditure report, Exhibit C “Award” and Funding Streams spreadsheet from OCCF’s 2011-13 County Intergovernmental Agreement, as well as an Excel spreadsheet she prepared summarizing HCCCF’s budget. Dan mentioned that the purpose of the session was to provide transparency, and awareness of, not necessarily a clear understanding of all the funding or accounting details.

**Regular Session:** Dan called the regular session to order at 2:20 p.m.

**Attending:** All Board members present during budget session also stayed for the regular session. John Copenhaver arrived at 2 p.m.

**Guests:** Sheila Angell, Kathy Rementeria, and Donna Schnitker

**Public Comments:** Sheila Angell shared information about the current state of childcare providers in Harney County according to the Oregon Childcare Resources and Referral Network (CCR&RN). She indicated approximately 20 certified, licensed, or exempt childcare providers are available with six licensed providers enrolled with the network and an additional four working towards licensing. The latest OCCRRN annual report (page 29) provides additional information regarding Childcare and Education in Harney County available at <http://www.oregonchildcare.org/downloads/network/AnnualReport2010.pdf>.

**Approval of agenda and minutes:** Current meeting agenda and minutes from February 14, 2012 HCCCF Board meeting were reviewed by Board members and Director. Jean Hurst moved to approve both the February meeting minutes and current meeting agenda, Dan Hoke seconded the motion. Both items were unanimously approved.

**Director’s Report:** *(In Italics) the following sections include two HCCCF Director’s Reports written since the February, 2012 HCCCF Board Meeting. The first report was sent prior to the cancelled March 13 meeting.*

***HCCCF Director’s Report 03-13-12***

**General:** *I submitted the update below to the County Court on March 7. I focused on the fact that the legislature passed 4165 which extends the life of local commissions until January 1, 2014 and transfers the Commission’s duties, budget and authority to the ELC and YDC. I will bring copies of the other budget clarifying document to the commission meeting (I sent this in the last forward from Dave Fiskum,*

the two text pages of HB 4165 Budget Report.) I also mentioned the need to continue to assess our desire to be the lead in any Hub configuration that might come. Steve Grasty strongly urged us to create a Harney-led local hub and offered to help bring this about any way he could.

**HCCCF Director's Update to County Court 3-7-12:** I have been following the transition/legislation for the State Commission/Early Learning Council. HB 4165-B passed Monday, March 5, 2012, **abolishing the Commission on Children and Families as a state entity as of June 30, 2012 and transferring duties from the Commission to the Early Learning Council for children 0-6 and to the Youth Development Council for school-aged youth through age 20.** "The ELC will reorganize policies, administration, and planning for the various commissions and agencies governing early childhood programs, placing them under a central council. "This council will work to improve accountability and coordination to guarantee our children enter school ready to read and learn," (Senate Majority Office press release quote). **Local commissions are in place through January 1, 2014 as it stands currently.**

I will be alert to changes, discussions and recommendations through the spring (Coalition of Local Commissioners meet monthly now through April and then again in June.) Harney County will need to determine the direction we want to take the proposed structure for "hubs" or "community-based coordinators of early learning services": to go it alone as a county and/or who to partner with for a "region" for service delivery. The Commission continues to look at this in partnership with Donna Schnitker of the ESD's Early Childhood Center.

#### **Accomplishments/maintenance:**

- Data entered into state data system and money brought into county treasury, disbursed to providers.
- Bills paid accurately.
- DFC quarterly reports complete and monthly financial records are being kept.
- Two sessions (fall and winter) of parenting classes have been conducted reaching 10-12 families. New teachers are being trained and a partnership of those teachers training Slater Elementary staff is being established this spring. Plans for outreach classes in the Crane area are in the works.
- FY 2012-13 county budget process is upon us. The budget is pretty cut and dried. No major budget reductions are forecast at this point. If they come, they will most likely be done in 3.5% increments (I will present the Commission and DFC budgets to the county budget committee on April 12).

**Agencies/Providers:** In general, our four providers are doing well and are on track to or meeting their objectives. **Community Service Corps** is providing great support to motivate 7 students to meet attendance goals and academic achievement, and learn a solid work ethic through maintenance projects in the community. **Kids' Club of Harney County** provides service to an average of 30 students a day (ages 6-13) and is working to develop a more measurable relationship with the school district to support learning and reading outcomes. **Grant- Harney CASA** is having great results, just swore in a new CASA on Monday and is always looking for more volunteers. They are also looking to maintain federal funding amidst cuts and a proposal to zero-out federal funding. **ESD's Healthy Start and Great Start** programs are doing well. Currently they are the only preschool program in the county.

**Drug Free Community Grant:** Ashlee Voges and Alicia Goodson are doing a great job monitoring and advancing the work of this grant. They and I, along with Harney Partners, are working on building capacity and membership to get more accomplished. They/we are analyzing data, building a logic model to address the next five years' grant application (past 2013-14). I continue to pay expenses and draw down the federal resources for the grant. This grant supports 1-FTE position plus \$10,000/year for training, preventative tools and overtime for law enforcement of county and city.

**Parenting classes/CTFO Grant:** Nancy Walker has done a really fantastic job building on the program and getting the Love and Logic curriculum advanced into the Slater school staff's professional development for teachers! This is really great because a connection to the parents through school and vice versa will be most beneficial. These classes provide part time employment for 4 teachers, CCF assistant and 6-9 youth childcare providers!

**Children of Military Family Meeting:** April 18, 9-4 at Armory in Ontario, 1330 SW 4<sup>th</sup> St., to assess and service needs of area military children. I just received word of this event prior to the County Court meeting. I was contacted by Don Cain. This is a gathering of community folks "to identify community capabilities, synchronize existing resources and develop an action plan for children living in these times of uncertainty." Sponsored by Military Child Education Coalition; [www.militarychild.org](http://www.militarychild.org). Don asked me to promote this event and I have other information on it. Harney County has 35 children ages 0-18 whose families serve in all service sectors. This figure doesn't reflect other children affected by military service including those whose grandparents or siblings are in the military and the children of veterans. Dan Norris, Malheur County D. A. will be the guest speaker. If you are interested in attending or know someone who is, please contact Tara Howie at 541-889-5514 or let Don know if you're coming via email: [dr Cain6@live.com](mailto:dr Cain6@live.com).

**Respectfully submitted by Teri Cain 3-7-2012 (This concludes my presentation to the County Court).**

**Funds Request for Kids Club Diamonds in a Glass:** The table sponsorship for Diamonds in a Glass Fundraiser was previously taken out of the Flex Funds line. I asked Patti how this was done/decided and she said that she might have done an email vote in the past. In 2010 this donation came from the Operating Expense line. It looks like most other donations were taken from the Flex Funds line in the past as well. Per the budget discussion prior to the Commission meeting, you will vote on approving or disapproving the table sponsorship and Tall Cop donations. (The decision to fund this year's Diamond's in a Glass event was voted on by Commission members via email in lieu of the March Commission meeting. The vote was unanimous to fund table sponsorship at \$250.)

For your information, I also received an invitation for the Ronald McDonald House Charities of Central Oregon's 13<sup>th</sup> Annual Central Oregon Open Dinner, Auction and Golf Tournament at Eagle Crest Resort in Redmond June 7 and 8<sup>th</sup>. I'll scan or copy the letter for you which extends a complimentary ticket to the dinner and auction for a "government official" and is transferrable within our organization. Of course, as a fundraiser, they are asking for purchase of additional tickets for both the golf tournament and the dinner/auction. Costs are in the letter but I will list here as well: \$130 for each dinner/auction and \$135 for each individual golfer, \$500 for a foursome. If you are interested in supporting this and would like more information, please let me know. If anyone would like to attend the dinner, please let me know as well.

**Commission vacancies:** We still technically have one vacancy. Let's review this after the next coalition meeting to see what the implications are, whether there is or is not a number requirement for local commissions. I have seen reports that say local commissions are not required as well as one that says "as long as counties accept state funding from the State CCF," state statutes are in place. Certainly there is merit in having a local group to make decisions on funding and I hope you all will continue to be part of the commission whether we are required to be or not! I will research this further and keep you apprised.

### HCCCF Director's Report 04-05-12

**General:** *The month of March and beginning of April have been full of budget preparations and clarifications of where the State Commission transition is heading-perhaps more accurately, where the local commissions are heading as the State Commission ceases to exist. This remains vague but we are staying on top of the Governor's priorities and the interpretation/enactment of the legislation of HB 4165 through planning and meetings of between the Coalition of Directors and Governor's office (via Duke Shepard), Executive CCF Committee meetings and communication with State CCF staff in their last quarter of existence.*

**Priorities for April, May and June:** *I want to continue to execute the functions of my position as capably as possible and clarify the extent to which the Commission wants me to explore options for funding and creativity in accomplishing the Commission's Community Priorities. Having learned the ropes that have been immediately before me the past six months, and following the lead of other commissions, I would like to now explore funding options that would possibly help our providers become more self-sufficient, address after school activities including the operations of the Kids Club, and for new programs related to the Commission's priorities. I would like to ask Nancy to take on some grant research as well, with the Commission's approval.*

*Another area of concern in the schools and in the general public (nationally) is bullying and bullying/violence prevention. I find that bullying prevention and suicide prevention are also tied together. I would hope that looking into this would address the Commission's fourth priority of reducing juvenile crime through prevention efforts. I'm interested in investigating these areas and working with John Copenhaver on some possibilities. For the bullying prevention, I hope to coordinate a work group/task force with some of the members of the Community Action Team and would ask that the Commission support some initial investment into some curriculum and training. I will have more specifics on this at the April meeting.*

*This brings up the issue of general expenditure decisions which I hope to address through our budget discussion and would like to ask for a policy decision from the Commission. Besides paying bills as they come in and determining what office supplies are needed, is there an amount at which you would generally like to have me ask for Commission approval, etc. I would like to have a retreat for planning and visioning/regrouping and perhaps honing our hub proposal as time goes on. I proposed this to Marilyn Miller, asking her if she could facilitate a discussion for us. She said that Iris Bell isn't comfortable with her doing that just yet. In my conversation with Marilyn on Monday, April 2, she stated that things are very ambiguous but are moving forward in the transition. We will need to keep our fingers on the pulse of the ELC and YDC and plan our timing accordingly.*

**Drug Free Community Grant:** *Update: Alicia and Ashlee. Big event is the Tall Cop Presentation on May 3. Commission has supported with \$250 donation for expenses.(this decision was made by a vote of Commissioners in lieu of the March 13 meeting.)*

**Parent Ed:** *I have asked Nancy to provide a brief written update to be sent prior to the meeting. Slater teachers are implementing the Love and Logic Curriculum and philosophy to staff and to incoming Kindergarten parents. I plan to attend Love and Logic one day training in Portland on April 28.*

**Children of Military Family Meeting:** *April 18, 9-4 at Armory in Ontario, 1330 SW 4th St., to assess and service needs of area military children. Harney County has 35 children. Dan Norris, Malheur County D. A. will be the guest speaker. (I will scan and attach the brochure and a letter from Governor*

*Kitzhaber advocating support of this program. In addition, Kelly Poe, CCF director in Malheur County, also recommended that I participate in this forum.*

***Provider Contracts for July 2012-13:*** *I need clarity on whether these contracts will be renewed with ESD/Great Start, Community Stewardship Corps and Kids Club without a new RFP process for the remainder of the biennium. We will also need to discuss continuing the Flex fund allocations for Grant-Harney CASA and Harney ESD Healthy Start.*

***Writer-in-Residence Request:*** *On March 8 I received the attached request from Kate Marsh with the WIR program. I will place this on the agenda for discussion. I will scan the letter in. The letter indicates that WIR is 1,056 short of their funding goal for 2012. This program requested \$3,200 in the September 2011 RFP process and was not funded by the Commission at all. I do not see any previous vouchers that were written to fund WIR in the past.*

**OCCF Transition/Legislation:** In addition to information presented in the Director’s reports, John Copenhaver added a perspective from the Juvenile Justice Department also impacted by the OCCF transition. Currently, some Juvenile Crime Prevention programs directed to influence kids in the 10 to 18 year-old range might be impacted, depending upon how the state organizational structure chooses to direct program funding between the ELC and Youth Development Council (YDC). In the past, state CCF and county CCF priorities allowed funding to local programs demonstrating positive impact on kids and families in a broader manner than anticipated in the future. Board members indicated the trend moving towards evidence-based programs might negatively impact local communities. Reorganization also heightens uncertainty about funding stream administration, which will need to be worked out in the coming months.

Board members revisited the “hub” concept to identify and propose that Harney County become a regional hub as within the ELC yet to be determined framework. Teri mentioned that Commission meeting minutes, specifically “**Emerging Issues**” from [October 11, 2011](#), [November 8, 2011](#), and [December 13, 2011](#) could provide Board members an overview prior to a Board retreat.

**Funding remainder of biennium and current provider extension of contracts 2012-13:** Teri asked for additional board direction for general expenditure decisions. Board members indicated Commission bylaws could be reviewed to help clarify policy for operating decisions and Dan will help Teri work through best practices. The discussion turned to current programs being funded from the most recent RFP process, which covered funding for the 2011-2013 biennium but initially presented uncertainty stemming from the OCCF transition. Board members indicated the intention of the RFP awarded program support based on the biennium and directed Teri to extend contracts thru June 2013. Pat Sharp indicated she would introduce a motion to extend provider contract extension thru June 2013, if language in the current contracts needed material revision. Jean Hurst seconded (Ramona simultaneously seconded), and the motion passed unanimously. A consensus also developed for Teri and Dan to review provider contracts to extend provider contracts, including Healthy Start and CASA agreements thru June 2013, and to identify any additional contract provisions requiring Board action at the next HCCCF Board meeting.

**CCO’s:** Teri and Dan provided a brief description of how the Commission’s interests might intersect with the Governor’s healthcare reform efforts associated with Coordinated Care Organizations (CCOs). In response to Health Care Reform Legislation, Greater Oregon Behavioral Health Initiative (GOBHI) is applying to become a CCO for Harney and other eastern Oregon counties. GOBHI’s mission is to improve the health of the citizens of rural Oregon in the seventeen counties it currently serves as well as two

additional counties represented in the [GOBHI CCO application](#). Although outside the Commission's domain, organizational outcomes might impact Commission work and Teri wanted to provide Board members with some CCO information. Board members can visit the Oregon Health Policy Board website for additional [materials and presentations about CCO's](#).

**Moving ahead and Commission Priority Areas:** Teri identified bullying as an area of concern in the schools and in the general public. Bullying, violence, and suicide prevention might address the Commission's fourth priority of reducing juvenile crime through prevention efforts. Perhaps the Commission could support efforts to coordinate a work group/task force with some of the members of the Community Action Team. Some Board members indicated a preference to fund programs rather than to coordinate a task force, per se. Other members noted a concern about uncertainty associated with HCCCCF under the ELC transition. A consensus emerged to work on discussing a hub proposal and Commission priorities at a Board retreat. Teri encouraged the Board to schedule a date for the retreat in addition to the next Board meeting to create our hub strategy.

The next Commission meeting will be held May 8, 2012 at 2pm, and a Commission Retreat is scheduled for Tuesday, May 22 from 8:30am to 4pm—both at Hines City Hall. The most important documents needed for the May 8 meeting will be prepared and sent to Board members. It was agreed that all Commissioners would need to read through, highlight and have rather comprehensive understanding of several documents including the ELC report that came out in November or December, the OEIB recap (the 100+ page report) and/or it's compilation, and a few other documents. Teri will attach those documents to one email by April 24 or 25.

**Funding Request (Writer-in-Residence Program):** Request tabled until next HCCCCF Board meeting.

**Parent Education:** The current Love and Logic session for Slater teachers is going well. Nancy also indicated she submitted the Children's Trust Fund of Oregon (CTFO) mid-year report in February. CTFO Director Susan Lindauer praised our parent education program efforts to develop a partnership with local school districts. She encouraged us to continue building the parent education program, and supported our efforts to expand sessions to serve more kids and families.

**Late Items:** No late items.

**Next Meeting:** Tuesday May 8<sup>th</sup>, 2012 at Hines City Hall Council Room, 2:00 p.m. Commission Retreat is scheduled for Tuesday, May 22 from 8:30a.m. to 4p.m. at Hines City Hall

**Adjourn:** Meeting adjourned at 4:25 pm.

Respectfully submitted (Nancy Walker)

Approved May 08, 2012