

Commission on Children & Families
June 17, 2008
5:30 p.m.—Douglas ESD
Minutes

Members Present: Lois Allen, Les Esparza, Bruce Justis, Barbara Matthews, Shirley Peterson, Steve Schenewerk, Sandi Smick, and Jeremy Gegenhuber.

Members Absent: Dan Forbess, Bonnie Ford, Dave Lee

Others Present: Shawn Ramsey Watson, Gabriel Burian-Mohr, Kelly Southern, Gaylene Nixon, Caitlin Standish, Jane Larson, Heather Cannon, Father Juniper, Gary Galbick, Anna Brown, Victoria Rodriguez, Jerry Waybrant,

Staff Present: Gillian Wesenberg, Debbie Wheeler, and Dawn Smith

Lois called the meeting to order at 5:30 p.m. and introductions where made

Minutes: Sandi Smick motioned that the May 20, 2008, minutes be approved; Les Esparza seconded the motion. The minutes were approved.

Chair's Report: Lois reported on the following:

- **Local Commission Self-Assessment:** Lois asked Gillian to provide an overview of the Local Commission Self-Assessment process. Gillian said that according to our Partnership Agreement, local commissions are required each biennium, on or before June 30 of even numbered years, to conduct a self-assessment of local commission functions, including staff and membership. The assessment should include the following five component categories:
 - a) Advising the Board of County Commissioners regarding children and family policies,
 - b) Developing and implementing a Coordinated, Comprehensive Plan for children and families,
 - c) Building and mobilizing communities,
 - d) Monitoring and evaluating local commission on children and families' funded activities, and
 - e) Managing local commission resources.

On June 10, 2008, the Executive Committee reviewed the five components and recommended that the full commission submit the attached letter to the Board of County Commissioners for signature. Discussion followed regarding the contents of this letter.

MOTION: Barbara Matthews motioned that the Commission approve the letter (attached) for the Board of Commissioners signature. Shirley Petterson seconded the motion. The motion carried.

- **Healthy Start Collaborative Planning Process:** Steve Schenewerk reported the following:

On May 13, 2008, the Executive Committee learned about the Healthy Start program budgetary reductions. At this meeting, the Executive Committee requested staff to convene a meeting of the Healthy Start Advisory Board on May 16, 2008, to discuss possible funding options.

On May 19, 2008, the Executive Committee met again to discuss the status of Healthy Start and the long-term vision for Healthy Start. The Executive Committee also discussed the recommendation from the Healthy Start Advisory Board to begin a collaborative planning process with the goal of reaching a strategy for long-term sustainability. On May 20, 2008, the Executive Committee presented their recommendation to the full Commission and the Commission decided to begin a collaborative planning process for the Healthy Start program.

On May 30, 2008, the Commission held a Healthy Start Collaborative Planning meeting. Marilyn Miller of the State Commission on Children & Families facilitated this meeting for our local commission. At this meeting, local partners discussed the status of the Healthy Start program and asked that:

1. Douglas County Commission on Children & Families (DCCF) authorize staff to proceed with the Notice of the Letter of Intent to provide services for Healthy Start with the option to have a Request for Proposal process if more than one Letter of Intent is received.
2. DCCF delegate the Executive Committee to act in behalf of the Commission because the Commission does not meet during the summer months.
3. DCCF develop a transition timeline that would include:
 - a) A process to notify families of the changes;
 - b) A conversation with the staff regarding the change;
 - c) A conversation with the families regarding the change; and,
4. A meeting with the County Board of Commissioners to brief them on the pending transition.

MOTION: Sandi Smick motioned that the Commission proceed with the Letter of Intent/Request for Proposal Process, authorize the Executive Committee to act in their behalf, and direct staff to begin the development of a transition timeline. Barbara Matthews seconded the motion. The motion carried.

- **Child Care Development Fund dollars and After School Request for Proposals:** Gillian reported that in early 2007, the State Commission on Children and Families released their Guidelines for Use of Child Care and Development Funds (CCDF), with the expectation of implementing these guidelines on July 1, 2007. The new guidelines no longer allowed the use of these funds for: staff salaries, student scholarships, rent, regular food costs, remodeling, renovation, operational costs or capital outlays such as permanent fixtures, built in cabinets, wiring for computers, or playground equipment.

She said that our current after school programs primarily use CCDF dollars for salaries. Therefore, they did not meet the criteria set forth in these guidelines. On May 11, 2007, Douglas County notified the State Commission that we wanted a one-year extension and technical assistance because the short time frame would present "challenges in making the necessary changes" for the use of Douglas County's CCDF grant stream for the year starting July 2007. Therefore in June 2007, the local commission provided only one-year funding to the Riddle School District, Southwestern Oregon Community Action Network, and Sutherlin School District in the amount of \$13,798 to each program. Currently, there remains \$36,286 in unallocated Child Care Development Funds.

On June 10, 2008, the Executive Committee met and discussed the current status of the Child Care Development Funds. Based on this discussion, they recommend that the full Commission:

1. Approve the new criteria for funding after school programs in Douglas County (attached);
2. Approve the proposed Request for Proposals timeline (attached); and,
3. Approve the funding of 3 grants of \$12,095 per program.

MOTION: Sandi Smick motioned that the Commission accept the Executive Committee's recommendations and authorize the Executive Committee to act in their behalf during the summer months. Les Esparza seconded the motion. The motion carried.

- **Summer Schedule:** Lois reminded the Commission that they do not meet during the months of July and August. The next full commission meeting is scheduled for September 16, 2008. The Executive Committee will be acting in behalf of the full Commission – particularly concerning the Healthy Start Letter of Intent/Request for Proposal and the After School Activities Request for Proposal.

Director's Report: Gillian shared that the Social Services Consortium will be meeting again on June 27, 2008. She asked Victoria Rodriguez of UCAN's Confidence Clinic to share about their summer sessions.

Additionally, Gillian said that the Rotary Foundation released a request for bids for the production and airing of the Build Our Kids PSAs. Responses are due on June 30, 2008.

Lastly, Gillian gave a report on the State Commission on Children & Families' Revisioning Recommendations. Gillian said that the State Commission's Revisioning Workgroup was asked to further refine and develop system mission, guiding principles, goals, strategies and action plans to guide OCCF work over the next 5-10 years. She said that the parameters of the work were set by the goals and strategies developed at the Revisioning Retreat held on September 28, 2007. While the workgroup

developed the core recommendations at their work session on April 10, 2008, feedback from local and state staff and commission members has been solicited throughout the process and incorporated, to the degree possible, into the final recommendations.

Gillian said that neither she nor Lois Allen were able to attend the meeting in April (Gillian had pneumonia). However, Marilyn Miller of the State Commission just asked local commissions where they were in their process to ratify (or not) the Revisioning Workgroup's recommendations regarding Vision, Mission and Principles. Discussion followed.

Recommendation: Members of the Commission determined that they would need more time and information on these recommendations. They asked staff to find out:

1. Do we have to adopt the State's Revisioning Workgroup's recommendations?
2. What does this mean to the local commissions?

Homeless Youth Drop-In Center: Harry Mullins was not able to attend tonight's meeting; however, Father Juniper reported that they will have enough funds to complete the remodel at Casa de Belen. Additionally, Debbie shared that interim location at the Boys & Girls Club is open.

Youth Advisory Board Update: Jeremy Gegenhuber reported that the Keystone Club had their wrap-up meeting for the year and will meet again in September. Some of their goals for next year are: recruit more members, increase parental involvement, attend leadership training, and volunteer at one activity each month.

Umpqua Community Action Network's Summer Associate Program: Jane Larsen, VISTA program manager for Umpqua Community Action Network provide an update on the Summer Associate Program. Jane said that they have 15 VISTA Summer Associates serving for 8-weeks in Douglas County. Each Summer Associate will receive \$833 per month, plus an additional \$1,000 educational award. The Summer Associates will be:

- Planning and supervising activities for children at UCAN Housing complexes
- Developing a Junior Docents program for the Douglas County Museum
- Helping Casa de Belen to develop a "ZINE" to showcase residents art and writing
- Being a job coach and mentor to high school workers at Elkton Community Education Center
- Planning literacy activities for children at Elkton Community Education Center
- Planning educational activities for Ft. Umpqua Days in Elkton
- Working to develop Garden activities and educational projects for children at Reedsport Community Learning Center
- Helping develop a community garden in Grants Pass for the Food Bank
- Helping develop a food directory in Coos Bay and recruit youth to volunteering

Umpqua Valley Arts – Summer Children's Program – Shawn Ramsey, Executive Director of the Umpqua Valley Arts Center, and Gabriel Burian-Mohr, Arts in Education Manager, provided an overview of their arts in education programs and their summer children's activities. Gabriel said that they have three in-school programs:

1. **Art Express:** The Art Express is a program created for elementary school teachers to use free of charge in grades First through Fifth. This service offers concise art-history based lessons which

successfully integrate art concepts with core academic curriculum to assist teachers in meeting the Oregon Education Reform Standards and introduce students to experience art through project-based activities.

2. **Arts in Education:** The National Endowment for the Arts, in an effort to promote the fact that the arts are a basic component in a good education, to create jobs for artists, and to develop future audiences, developed the Arts in Education program. Umpqua Valley Arts in Education (AIE) is one of 12 regional AIE programs in Oregon who offer arts enrichment programs for youth, arts education professional development services and resource information for parents and educators.
3. **Art Integration Program:** Beginning in the fall of '06, three Douglas County schools began participating in this pilot project in which core subjects, such as science, history, math and reading will be infused with arts-based learning. This is a three-year project that will culminate in a professional evaluation to determine impact.

Gabriel said that the Arts Center will be offering summer classes for children from July 7 through August 6, 2008.

Adjournment: Lois adjourned the meeting at 7:00 p.m.

Respectfully submitted,

Debbie Wheeler