**Equity Implementation Committee**

**Minutes of Meeting Held April 18, 2017**

**Committee members participating:** Sue Miller, Carmen Ellis, Joyce Harris

**Staff participating:** Lillian Green, David Mandell, Sue Parrish, Elisabeth Underwood, Tom George

**Guests participating:** Kristi May (ED of Linn-Benton-Lincoln EL Hub & member of Measuring Success Committee)

The minutes of the March 2017 meeting were accepted.

**The Role of the Hubs and Indicators**: (Presenter: David Mandell)

The hubs were created in legislation in 2013. The Early Learning Council was tasked with identifying and adopting performance metrics for the hubs. There has been a lot of learning at the state, hub, and council level as to what is the real work of the hubs and how we find a system of indicators and metrics to help guide the work.

Before the beginning of the 2015 contract cycle, there was an earlier Hub Metrics Advisory Committee that made recommendations to the Early Learning Council. Those recommendations are the basis for the metrics that are currently in the hub contracts.

We have learned a lot about the challenges of what data is available, what the hubs can control, and how metrics create incentives or disincentives to do certain kinds of work.

The goal of the metrics is to help focus the work and help make sure there is a shared understanding of the work.

What we found is that having the metrics define the work often created challenges if there were different understandings of the intent of the metrics or if the metrics were very narrowly interpreted. We want to make sure that we have clarity on what the work of the hubs is.

David asked for feedback on a document that the Measuring Success Committee has been working on. Once feedback is obtained on this document, the Committee will further discuss indicators related to each of goals.

**Discussion held on the roles of the hubs related to each of the three goals:**

**Goal 1:**

Kristi stated the draft roles align with the work that hubs are doing - and also allows for flexibility based on each region. They also refer to what and where the hub actually has control.

Statement that we need to focus on the verbs that are being used because they are explaining what we intend to hold hubs responsible for. They seem acceptable in this document.

David stated that it was intentional that the focus is not on the hubs collecting data but rather about the hubs working with community partners to use available data to drive decision making.

Statement requested that a companion document be created to show how we partner with the hubs (ELD, Council, etc.).

Question asked regarding number 5 – to identify and prioritize barriers. How would they prioritize that among all of the organizations? Example provided: In a lot of the rural areas transportation is a barrier. The hubs develop partnerships with the groups, parents, and organizations to try to solve a large issue.

Need to add culturally-responsive language – possibly in number 6. Send suggestions to Lillian.

Question on developing individual indicators. David’s response: May 10th meeting will start getting into indicators.

**Goal 2:**

Discussion on the difference between “priority” and “focus” populations held.

It is the intention to develop a “Glossary of Terms” as a companion tool so that everyone understands terms in the same way.

Question raised that all of the listed roles are dependent upon data, and most of this data is not within the hubs’ reach or control – how do we deal with that? David’s response: we are not going to solve this problem in the near future, but we can be clearer with the hubs on the expectations for reporting on any indicators we develop.

**Goal 3:**

Focus is on health sector, human services, and community partners that impact the lives of children and families.

Question on where would services related to mental health fit? David’s response: That would be a great addition.

Number 1 and 4: Change “ensure” to “access.”

Discussion held on the importance of health relating to education. Looking for it to say something about the shared understanding about health in the community.

Any thoughts or suggestions on this document can be sent to David.

**Infant Toddler Assessment** (Presenter: Elisabeth Underwood)

Infant Toddler Self-Assessment Tool: This is a tool to understand how we can strengthen systems for infants and toddlers.

Elisabeth provided a background of the project and goals. The goal is to discover needs, recommendations, and priorities for further infant toddler work. This work is to be completed by August 2017.

Elisabeth provided a copy of the Ad Hoc Committee Charter to show a range of pieces of the work, including some tasks of the work group, membership, and some of the principles. She would appreciate your feedback on this document.

Question asked about the database issues. Elisabeth explained that they have had a lot of contributors from other state agencies that have been very helpful with the data collection.

**Data Collection for Infant Toddler Assessment** (Presenter: Elisabeth Underwood)

The tool asks for extensive information including early learning, family support, collaboration, system building, and health. They have been able to collect quite a bit of data in these areas.

On April 6, 2017, they invited partners to view a PowerPoint on the first cut review of the data. Received very specific feedback about what is missing, how the data should be clarified, what pieces of equity need to be considered, and what kind of questions we want to ask our families. Response was very positive – a lot of people were excited to see this much information about infant and toddlers.

Next step is a preliminary analysis of this information and determine how to proceed.

From all of the data that has been collected, there are many requests from stakeholders about what should be displayed and considered. Our goal is to determine our priorities concerning where to focus our efforts.

Elisabeth gave an overview of the Charter attached. Discussion held on sending out the PowerPoint mentioned above.

Question raised: What has been the thinking around additional work for reaching out to different populations that are racially, ethnically, language-diverse communities. Elisabeth response: we have been working with our child care staff to identify key people in some of the non-English speaking communities to participate in surveys. We have also looked at organizations that serve some of these populations. Lillian will share with some other individuals. Carmen will also assist in connecting to those communities.

At the May EIC meeting we may see the results of the data PowerPoint and the meeting summary from April 6, 2017. In the June EIC meeting we may see a draft of the summary of a report on what the work group has put together.

**Openings on EIC Committee:** (Presenter: Lillian Green)

We are looking for additional committee members. Please suggest names of people you would recommend to apply for committee membership.

Need to have discussions on how our meetings are progressing, what has worked for us, is GoToMeeting working, and if we are interested in meeting face-to-face. Will put on next agenda.

Meeting adjourned.