

Eastern Oregon Early Learning Hub
Bylaws
Adopted May 2015
Amended August 2020

1) Name

This Consortium shall be known as the Eastern Oregon Early Learning Hub (EO Hub).

2) Consortium Defined

The EO Hub region includes three counties: Baker, Malheur and Wallowa. Additional counties may be added upon approval of EO Hub and all participating County Courts and Boards of County Commissioners.

3) Vision

The vision of the Eastern Oregon Early Learning Hub is a coordinated system of community based services, from prenatal through age eight, which ensures all Eastern Oregon children reach their full potential.

4) Goals & Objectives

The goals of the EO Hub are:

- Children arrive ready for Kindergarten
 - OBJECTIVE: Families are supported and engaged as their child's first teachers.
 - OBJECTIVE: Families have access to high-quality (culturally responsive, inclusive, developmentally appropriate) affordable early care and education that meets their needs.
 - OBJECTIVE: The early care and education workforce is diverse, culturally responsive, high quality and well compensated.
 - OBJECTIVE: Early childhood physical and social-emotional health promotion and prevention is increased.
 - OBJECTIVE: Young children with social-emotional, developmental, and health care needs are identified early and supported to reach their full potential.
 - OBJECTIVE: Children and families experience supportive transitions and continuity of services across early care and education and K-12 settings.
- Children are raised in healthy, stable, and attached families
 - OBJECTIVE: Parents and caregivers have equitable access to support for their physical and social emotional health.
 - OBJECTIVE: All families with infants have opportunities for connection.
 - OBJECTIVE: Families with young children who are experiencing adversity have access to coordinated and comprehensive services.
- The Early Learning System is aligned, coordinated, and family centered
 - OBJECTIVE: State-community connections and regional systems are strengthened.
 - OBJECTIVE: Investments are prioritized in support of equitable outcomes for children and families.
 - Objective: The alignment and capacity of the cross-sector early learning workforce is supported.
 - OBJECTIVE: The business and philanthropic communities champion the early learning system.
 - OBJECTIVE: The data infrastructure is developed to enhance service delivery, systems building, and outcome reporting.

5) **Purpose**

Pursuant to Early Learning Legislation (HB 4165) the EO Hub will support families to help their children attain positive goals and a successful life, while bringing local communities together to provide a more streamlined, efficient system, to interact and share successful practices and be collectively responsible for the outcomes of Eastern Oregon's children.

6) **Board Appointments**

a) **Equal representation.** Each County Court or Board of County Commissioners shall appoint five persons to the EO Hub Board, four regular members and one alternate member. People appointed should represent one or more of the following sectors:

- i) Service Provider (P-K)
- ii) Service Provider (Youth Development, Juvenile Crime Prevention, Runaway & Homeless Youth, etc.)
- iii) Education (K-12)
- iv) Community College
- v) Education Service District
- vi) Health (Mental or Physical) or Local Community Care Organization Community Advisory Committee
- vii) County Juvenile Department
- viii) Law Enforcement
- ix) County Court or Board of County Commissioners
- x) Parent, Grandparent, or Community Volunteer
- xi) Business

b) **At-Large Members**

- i) **Parent Representation.** One person shall be appointed to represent Parents. This person shall be a parent within the Hub region and not a representative of an agency or service provider. This person shall be appointed by the County in which s/he resides.
- ii) **Latino Representation.** One person shall be appointed to represent Latino families within the Hub region. This person shall be appointed by the County in which s/he resides.
- iii) **Eastern Oregon Coordinated Care Organization –** One person shall be appointed to represent coordinated care organization early childhood area of focus. This person shall be appointed by the County in which s/he resides.

c) **Appointment.** The EO Hub shall be comprised of no more than twelve (12) regular members, three (3) at-large members, and three (3) alternate members for a total of eighteen (18) appointments.

d) **Terms of Appointment.** Members are appointed for a two (2) year renewable term from July to June of odd numbered years.

7) **Voting**

- a) Each regular and at-large member will have one vote allowing each county a total of four votes plus three at-large votes. (Four regular members from each county plus at-large members equals fifteen votes.)
- b) In the absence of a regular member, the vote of the alternate member from that county will be counted.
- c) There will be no vote by proxy.

8) **Termination**

a) **Removal by Board of Commissioners or County Court.**

The EO Hub members identified in Section 5(a) shall serve at the pleasure of their local County Court or Board of County Commissioners. Each County Court or Board of County Commissioners

may remove an EO Hub member on its own motion or upon the recommendation of the EO Hub.

b) **Resignation**

Resignations by members shall be submitted in writing to the EO Hub chair and his or her local County Court or Board of County Commissioners.

9) **Attendance**

- a) All EO Hub members are expected to attend regularly scheduled meetings. More than two (2) unexcused absences in any 12-month period may result in removal of the member from the EO Hub. A member's absence is unexcused if the member fails to notify the EO Hub staff in advance of a meeting that the member will not attend the meeting.

10) **Meetings**

- a) **Public meeting laws.** EO Hub is a public body subject to the public meetings and record laws as stated in ORS Chapter 192. All meetings will be open to the public.
- b) **Regular meetings.** The EO Hub shall meet at least quarterly.
- c) **Notice.** The EO Hub will provide for and give public notice, reasonably calculated to give actual notice, to EO Hub members, interested persons, news media that have requested notice, and general public notice. Notice shall include the time and place for holding regular meetings. The notice will also include a list of the primary subjects anticipated to be considered at the meeting. Distribution of meeting notices will be in a manner that maximizes the potential of the public awareness of the proceedings of the EO Hub and to participate in its deliberations. Whenever possible, matters resulting in a recommendation will be deliberated with a majority of membership in attendance if a majority is not possible the recommendation should be discussed during a minimum of two meetings to assure maximum participation.
- d) **Special meetings.** Special meetings may be called by the EO Hub chair by notifying all members and the general public if possible not less than 24 hours prior to the time of the special meeting. When possible, notice should be provided as soon as possible to encourage public participation.
- e) **Place of meetings.** EO Hub meetings are generally held in Baker City, Oregon with at least one meeting occurring in Wallowa County and one in Malheur County during a twelve-month period. Members may attend either in person or by conference call so long as persons in attendance and on the telephone can both hear and communicate with each other. Members attending by telephone or video conferencing may be counted towards achieving a quorum.
- f) **Quorum.** The majority of the appointed voting membership of the EO Hub will constitute a quorum for the transaction of all business at meetings. (Example: four regular members from each county plus at-large members equals fifteen. Quorum would be eight members.)
- g) **Minutes.** EO Hub staff will cause meeting minutes to be prepared. Minutes will include a description of the members present, motions, proposals, resolutions, and orders proposed and their disposition, the results of all votes and a vote by each member by name, the substance of any discussions on any matter, and reference to any document discussed at that meeting. Minutes will be distributed to the membership one week prior to the regularly scheduled meeting. Minutes will also be distributed to each County Court or Board of County Commissioners. EO Hub staff will maintain record of the approved minutes.
- h) **Agendas.** Items may be placed on a meeting agenda by any EO Hub member providing the information to the EO Hub staff. The agenda will be distributed to members at least five (5) days prior to a regular meeting by the EO Hub staff.

11) **Task Teams**

The EO Hub may authorize the formation of special committees, called Task Teams, as necessary to deal with specific issues, as the EO Hub believes appropriate. All Task Teams are required to report their information and/or recommendations to the EO Hub. Task Team members need not be

members of the EO Hub. The EO Hub will select the members of the Task Teams.

12) Officers

- a) **Election of Officers.** A majority vote of the Board will select the chair and all other officers. Each officer must represent a different county. (The county from which each At-Large member is appointed is the county they represent when electing officers.)
- b) **Terms of Office.** Officer terms shall be two (2) years beginning July 1st following Oregon's biennial calendar (odd years i.e. 2013-2015). Officers may hold an office for one two-year term. Officers may not serve consecutive terms.
- c) **Chair responsibilities.** The chair will act as leader of the convened meeting. The chair will enforce EO Hub directives, guidelines and membership rules and will guide the conduct of public meetings.
- d) **Vice chair responsibilities.** In the absence of the chair, the vice chair will assume the chair's responsibilities. If neither the chair nor vice chair is available for a publicly-convened meeting, then the assembled quorum of the meeting will select a temporary chairperson to conduct the meeting.
- e) **Secretary responsibilities.** The secretary will assist staff to cause minutes to be prepared and disbursed to members.
- f) **Monthly Officers' meeting.** Officers will meet in person or via technology with director and any existing Task Teams monthly to review and advise work, make necessary decisions between board meetings and plan agendas for future board meetings.

13) Conflicts of Interest

- a) **Declaration.** The Council is subject to ORS 244.020, 244.040(1), and 244.120, defining conflict of interest and establishing protocols for members of public bodies in Oregon. EO Hub members are expected to declare a conflict of interest prior to consideration of any matter causing a potential or actual conflict.

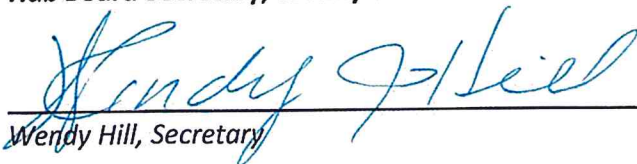
14) Amendment to Bylaws

- a) **Initiated by EO Hub.** The EO Hub may propose amendments to the bylaws. Any recommendations agreed upon by the majority of the EO Hub shall be forwarded to each County Court or Board of County Commissioners for its approval.
- b) **Distribution.** Upon the County Courts' or Boards' of County Commissioners approving amendment of bylaws, EO Hub staff will distribute the bylaws to all members of the EO Hub.
- c) **Recording.** Once each County Court or Board of County Commissioners approves the amendment of bylaws an original shall be kept on file with each County Clerk's Office.

15) Community Relations/Public Input


- a) Any member of the public will be welcome to attend and provide input at EO Hub meetings. Public comments will be encouraged and will be accepted verbally or in writing. Anyone who wishes to voice an opinion or present information or concerns to the EO Hub may come to the meetings or contact EO Hub staff. Arrangements will be made and time will be allotted at meetings as appropriate to assure broad public participation.

ADOPTED BY Eastern Oregon Early Learning Hub. Signed below by the Eastern Oregon Early Learning Hub Board Secretary, Wendy Hill:


Wendy Hill, Secretary

Date: August 24, 2020

APPROVED BY THE BAKER BOARD OF COUNTY COMMISSIONERS




Bill Harvey, Commission Chair



Mark E. Bennett, Commissioner Pos 2



Bruce Nichols, Commissioner Pos 1

Date: 

APPROVED BY THE MALHEUR COUNTY COURT

Dan P. Joyce

Daniel P. Joyce, County Judge

Don Hodge

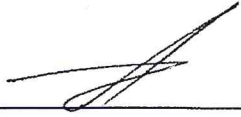
Don Hodge, County Commissioner

Approved telephonically

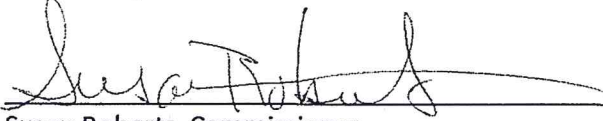
Larry Wilson, County Commissioner

Date: 9/2/2020

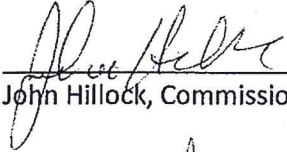
APPROVED BY THE WALLOWA BOARD OF COUNTY COMMISSIONERS



Todd Nash, Commissioner



Susan Roberts, Commissioner



John Hillock, Commissioner

Date: 2 Sept 2020