



APPROVED AT SEPTEMBER 10 2020 EXECUTIVE COMMITTEE MEETING

Early Learning Coalition of Broward County, Inc.

**Executive Committee Meeting Minutes**

**June 11, 2020 – 9:15 AM**

Virtual Meeting

Members in Attendance	Chair, Laurie Sallarulo; Richard Campillo; Twan Russell; Cindy Arenberg-Seltzer; Ellie Schrot
Members Absent	Michael Asseff; Renee Podolsky
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Hubert Cesar, CIO; Howard Bakalar, CPO; Allison Metsch, Director of Education & Quality Initiatives; Reiner Potts, Financial Analyst; Stephanie Landreville, Controller; Pablo Calvo, Director of Community Engagement, Elsy Silvestre, Executive Assistant
Others in Attendance	Jacob Jackson, General Counsel

Item	Action/Discussion
Welcome & Call to Order	Chair Laurie Sallarulo called the meeting to order at 9:20 am. Roll was called and a quorum was established.
Chair Report	Issues related to the Pandemic are still childcare, VPK, providers are limited. Tallahassee has put in requirements for teaching staff that are proving challenging for the providers. One of the challenges providers are facing is that OEL has not approved online VPK. Some counties are doing it. Another issue is having to get money back from overpayment to providers. Another issue is the requirement that summer VPK teachers have a BA instead of a Child Development Certificate. Chair has reached out to Shan Goff and she had not heard back.
CEO Report	<p>CEO acknowledged what is happening around the world with peaceful protesting and racial inequities. We at the ELC are stepping up our efforts and we want to do a better job of talking about it. We have added it to our strategic plan. CEO has had conversations with people in the community regarding this. Funder’s Forum and Sue Gallagher, from the CSC regarding their racial equity group and our involvement. We had an open forum with the staff to give them a chance to express how they are doing and what they are feeling. There is a lot of sadness and frustration. The ELC wants to be part of change.</p> <p>We have received board officer nominations. CEO thanked those who nominated others and those that self-nominated. Nominating Committee is scheduled for June 16 and then it goes to board meeting on June 25.</p> <p>CEO explained that there were two additional items added to the agenda that OEL sent last minute: Addenda to the OEL FY20 Grant Agreement. They will be discussed later in the meeting.</p>
<b>CONSENT AGENDA</b>	
a. Approve April 2, 2020	

<p>Executive Committee meeting minutes</p> <ul style="list-style-type: none"> <li>b. EXC206CA1 – Approve contract with BLI for Business Development Training for Child Care Operators</li> <li>c. EXC206CA2 – Approve contract with United Way for School Readiness Match Funding FY21</li> <li>d. EXC206CA3 – Approve Pending Extension of FY2020 OEL Grant Agreement Contract</li> </ul>	<p>There was a <b>Motion</b> to approve the Consent Agenda by Cindy Arenberg-Seltzer and <b>Seconded</b> by Twan Russell. <b>Motion Passes.</b></p>
<p><b>REGULAR BUSINESS</b></p> <ul style="list-style-type: none"> <li>a. EXC206RB1 - Strategic Plan FY 19/20 Q3 Progress Update</li> <li>b. EXC206RB2 - Coronavirus Update</li> </ul>	<p><b>Strategic Plan FY 19/20 Q3 Progress Update</b></p> <p>Scorecard shows we are on track on all pillars. No single area of challenges to highlight. We are on track but you will see the impact of COVID 19 in Q4. We are on target for calls, exceeded on training. Overall we have done 125 child care educator trainings for the year. In Q3 we met with 12 legislators both in Broward and Tallahassee. We launched our CRM’s first component, which is an IT component to track ELC equipment. Hubert and his team created a component for customer service, which is being tested by the unit right now.</p> <p><b>COVID 19 Update</b></p> <p>48% of Providers are closed. Statewide 38% closed. Broward still has an ordinance in effect that only 10 people to a classroom. The CDC guidelines have changed. This is a county order. Attendance continues to be down. Working on May attendance numbers, but in April VPK and SR were down significantly. In March 26,000 children attended at least one day. For April it went down to 3,000. Parents are not sending children. We continue to pay providers what their roster was on March 16 regardless f they were open or closed. We are still enrolling first responder and medical personnel. OEL extended deadline for services for first responders/medical personnel to September 30. 1,300 children have been enrolled to date. This year OEL will renew the FY20 Grant Agreement with ELCs rather than issue a new Agreement to save time given everything that’s going on with the Pandemic.</p> <p>A small group of community stakeholders, along with the ELC started a new workgroup regarding the new normal (in the child care world). We are coming up with an action plan. We will open up the workgroup to more community partners and board members in the near future. We will be sending invitations out to board members for future meetings/events. We will also invite municipalities to these discussions.</p>

We are working on a back to work plan. We are tentatively planning for July 6. We have a plan in place but we are watching the numbers. It will be phased in and following necessary guidelines.

ELC is waiting for OEL to provide additional information regarding the \$223M in emergency funding allocated to Florida through the Cares Act. We know that the first round is likely for providers that are open. They are looking at quality, class scores, gold seal. We don't have a lot of details yet, however, it will be based on how many children are enrolled.

OEL has not approved any funding for any virtual VPK learning.

There is discussion regarding a bridge program to address 4 year olds not ready to go to kindergarten due to closures. That program would be through the school district.

Chair would like to think ahead and figure other ways to find child care for children who have parents that need to get back to work. Virtual teaching won't let parents go to work.

There was a discussion about getting the municipalities, other non-profits and private businesses to help with resources. The ongoing problems for summer programs and the upcoming school year. Finding space is very tricky. There are liability issues and expenses incurred by the receiving place, it is very complex.

CEO mentioned that on June 23 from 2p-3p she would be presenting to the Great Fort Lauderdale Alliance led by Senator George LeMieux on the Impact of the virus in childcare industry.

**NEW BUSINESS**

CAO, Christine discussed the two addendums.

Addendum #2 Changes language that allows Coalitions to use alternative methods to reconcile provider reimbursements other than EFS Mod because EFS Mod was still not working in FY20. The added flexibility negates the need for the automatic single audit findings that auditors had to issue to Coalitions Statewide in FY19 when EFS Mod was not working all year.

There was a **Motion** to authorize Chair to execute Addendum #2 to the OEL FY20 Grant Agreement without further Board action by Cindy Arenberg-Seltzer and **Seconded** by Ellie Schrot. **Unanimously Approved. Motion Passes.**

Addendum #1 Establishes an end date for the process of reconciling FY19 estimated provider reimbursements paid while EFS Mod was offline to actual attendance verified by providers. ELC is currently negotiating the terms of the Addenda with OEL to protect the Coalition against uncertainty and unknown future risk. Staff requested permission to complete the negotiation process and execute the agreement subsequent to the June Board meeting, pending legal review.

	<p>There was a <b>Motion</b> to authorize execution of Addendum #1 to the OEL Grant FY 2019-2020 Grant Agreement subject to staff negotiated revisions to terms and legal review without further Board action by Cindy Arenberg-Seltzer and <b>Seconded</b> by Ellie Schrot. <b>Motion Passes.</b></p> <p>Chair had a question regarding BLI offering virtual classes. Arrangements will be made to do virtual classes if needed. We will allow in person or virtually.</p> <p>Richard Campillo wanted to thank Hubert and his team for all of their work. Succession planning is being discussed by the executive team.</p> <p><b>FOLLOW UP:</b> Laurie would like to see a back to work operational manual.</p>
<b>MATTERS FROM CHAIR</b>	There was no discussion.
<b>MATTERS FROM COMMITTEES</b>	There was no discussion.
<b>PUBLIC COMMENT</b>	There was no comment.
<b>NEXT MEETING DATE</b>	TBD
<b>ADJOURN</b>	<b>A Motion</b> was made by Cindy Arenberg-Seltzer to adjourn the Executive Committee Meeting at 10:30 AM. The meeting adjourned at 10:30 AM

*These minutes contain the action items of the Board meeting of the Early Learning Coalition of Broward. They do not include all the Committee's discussions or comments on each matter or issue raised during the meeting. A tape recording of the meeting is held in the Coalition office. Corrections from the Committee will be taken prior to approval at the next meeting.*