



APPROVED AT DECEMBER 07, 2021 EXECUTIVE COMMITTEE MEETING

Early Learning Coalition of Broward County, Inc.

Executive Committee Meeting Minutes

November 2, 2021 – 1:30 pm

Virtual Meeting

Members in Attendance	Chair, Laurie Salarullo; Dawn Liberta; Twan Russell; Cindy Arenberg-Seltzer; Monica King; Michael Asseff; Richard Campillo
Members Absent	Khalil Zeinieh
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Hubert Cesar, CIO; Howard Bakalar, CPO; Judith Merritt COO; Allison Metsch, Director of Education & Quality Initiatives; Stephanie Landreville, Controller; Elsy Silvestre, Contract Administrator Sandra Paul, Keisha, Lizbeth Juan, Executive Assistant; Melody Martinez, Board Liaison
Others in Attendance	Jacob Jackson, General Counsel; Cara Cerchione

Item	Action/Discussion
Welcome & Call to Order	Dawn Liberta stepped in for Laurie Salarullo as Chair and called the meeting to order at 1:31 PM. Roll was called and a quorum was established.
Chair Report	Nothing to report.
CEO Report	<p>CEO informed committee members that the new CRRSA grant was approved and we received a notice of award.</p> <ul style="list-style-type: none"> We received \$25.1 Million for provider grants that are going to go directly to childcare small businesses. We are going to receive \$128,000 for VPK closures. We are going to receive \$337,000 for outreach and family supports. We have the ability to apply for \$2.3 million dollars in workforce initiatives. Applications are not open yet, however we have come up with a workforce initiative that has been partially approved by the Board already and we have another plan in motion that we are discussing with the workforce workgroup.
<p>CONSENT AGENDA</p> <p>a. Approve August 31, 2021 Executive Committee meeting minutes</p> <p>b. EXC222CA1 – City of Ft. Lauderdale SR Match Contract</p> <p>c. EXC222CA2 – Children’s Forum Sub Recipient Agreement</p>	<p>There was a Motion to approve the items on the Consent Agenda by Monica King and Seconded by Cindy Arenberg Seltzer. Motion Passes. Unanimously approved.</p>
<p>REGULAR BUSINESS</p> <p>a. EXC222RB1 – NSU Agreement</p>	<p>NSU Agreement</p> <p>On September 13, 2021 the Board approved a budget allocation of \$175,000 for ELC to pay the cost of registration fees for mandatory training and competency exams on behalf of newly hired early care educators in Broward County to help build and</p>

<p>b. EXC222RB2 – Legal Services Agreement Cycle</p>	<p>sustain the Broward County child care workforce. Nova Southeastern University (NSU) holds the sole contract with the Department of Children and Families to offer these mandatory courses in Broward County and staff negotiated an Agreement to start paying the fees of new registrants for online courses as soon as possible. ELC will send weekly lists of new registrants to NSU.</p> <p>NSU registers the students for classes and/or exams as appropriate and sends an invoice to ELC with the registration confirmations. If students do not complete the coursework they were registered for, ELC excludes them from future registrations.</p> <p>Cindy Arenberg-Seltzer asked if this contract was in addition to or in lieu of the idea of the stipends to promote them taking them in the order that we want them to while this is not included in the nova contract, are we still considering that prioritization?</p> <p>CAO and CPO replied yes, we would prioritize the aforementioned courses.</p> <p>There was a Motion to approve the NSU Agreement to the Full Board by Cindy Arenberg-Seltzer and Seconded by Monica King. Motion Passes. Unanimously approved.</p> <p>Legal Services Five Year Contract Expiration March 31, 2022 As the expiration of the current five-year cycle approaches, CAO asked a processing question asking the Board for guidance on how they should proceed regarding the federal regulations pertaining to the vendor’s contract renewal.</p> <p>Staff recommend that the members select either option 1 or option 2 so that staff may develop a timeline and action plan for implementation before the current agreement expires on March 31, 2022</p> <p>This is just the process question, not the negotiation itself. Option 1: Renegotiate a new five-year contract cycle with the existing vendor prior to the March 31, 2022 expiration</p> <p>Option 2: Conduct a competitive procurement for Legal Services prior to March 31, 2022 as a best practice</p> <p>Option 3: Extend the current Agreement with the existing vendor one time, for up to six months</p> <p>According to last year’s market information, we are currently paying below market for legal services.</p> <p>There was a Motion to stay with Option #1 by Laurie Salarullo and Seconded by Twan Russell. The following members voted:</p> <ul style="list-style-type: none"> • Laurie Salarullo – No • Dawn Liberta – No • Twan Russell – Yes • Cindy Arenberg-Seltzer- No • Monica King – No
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<p>c. EXC222RB3 – CEO Goals FY 21/22</p>	<ul style="list-style-type: none"> • Cara Cerchione – No • Michael Asseff – Yes • Richard Campillo - No <p>There was a Motion to re negotiate a new up to a 5-year contract with the existing vendor prior to March 31, 2022 by Laurie Salarullo and Seconded by Twan Russell. The following members voted:</p> <ul style="list-style-type: none"> • Laurie Salarullo – Yes • Dawn Liberta – No • Twan Russell – Yes • Cindy Arenberg-Seltzer- No • Monica King – No • Michael Asseff – Yes • Richard Campillo - Yes <p>Motion Passes by a four to three vote, approved.</p> <p>CEO Goals FY 21/22</p> <p>In an effort to present suggested personal CEO goals to the committee, the Board Chair and CEO met to discuss personal CEO goal options. Additionally, feedback was elicited by the CEO from other Executive committee members and FY 20/21 CEO Performance Evaluation results were reviewed for growth opportunities. Executive member feedback revealed the majority of committee members did not feel the need for personal CEO goals.</p> <p>The prior CEO goals from the Strategic plan presented at the 8/31/21 Executive Committee meeting were provided and there was a recommendation that they be approved by the board without any additional items.</p> <p>There was a Motion to approve the CEO Goals for FY 21/22 to the Full Board by Michael Asseff and Seconded by Cindy Arenberg-Seltzer. Motion Passes. Unanimously approved.</p>
NEW BUSINESS	There was no discussion.
MATTERS FROM CHAIR	There was no discussion.
MATTERS FROM COMMITTEES	There was no discussion.
PUBLIC COMMENT	There was no comment.
NEXT MEETING DATE	December 7, 2021 @ 1:30PM
ADJOURN	A Motion was made by Michael Asseff to adjourn at 2:24 PM.

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.