



Approved at the Executive Committee Meeting March 28, 2018
Early Learning Coalition of Broward County
SPECIAL EXECUTIVE Committee Meeting Minutes
November 13, 2017 – 8:30 am
6301 NW 5th Way, Suite 3400, Fort Lauderdale, FL 33309

Members in Attendance: Laurie Sallarulo, Chair; Cindy Arenberg Seltzer, via phone; Michael Asseff, via phone; Nicholas Kaniaris, via phone; Renee Podolsky

Members Absent: Ellen Schrot

Staff in Attendance: Renee Jaffe, CEO, via phone; Christine Klima, CAO; Howard Bakalar, COO; Doreen Moskowitz, Director of Compliance; Irene Ramos, Executive Assistant; Karen Swartzbaugh, Management Advisor, via phone

Others in Attendance: Jacob Jackson, General Counsel, via phone

Item	Action/Discussion	Follow-up
Welcome & Call to Order	<p>This Special meeting of the Executive Committee was calendared and sunshined in advance to consider time-sensitive items carried forward from the November 2nd Board meeting, which lacked a quorum.</p> <p>Laurie Sallarulo, Board Chair, called the meeting to order at 8:40 a.m. A Roll Call was conducted and a quorum was established.</p>	

<p>Consent Agenda:</p> <p>Approve Office of Early Learning (OEL) FY 16/17 Annual Report</p> <p>Approve Business Leadership Institute (BLI) FY 17/18 Contract</p> <p>Approve Department of Children and Families (DCF) Refugee Entrant Contract Amendment #3</p> <p>Approve Children's Services Council (CSC) FY 17/18 Financially Assisted Child Care Contract</p>	<p>A Motion to Approve the Consent Agenda consisting of the OEL FY 16/17 Annual Report; the BLI FY 17/18 Contract; the DCF Refugee Entrant Contract Amendment #3; and the CSC FY 17/18 Financially Assisted Child Care Contract was made by Cindy Arenberg Seltzer. The motion was seconded by Nicholas Kaniaris and unanimously approved.</p> <p>Discussion regarding participant attendance and performance measures for the BLI contract followed. There was consensus that current BLI performance measures would be monitored and consultation with other coalitions with similar provider training agreements would be pursued to develop more rigorous benchmarks.</p>	
<p>Matters from the CEO</p>	<p>Renee Jaffe thanked Committee members for being available for this Special meeting to address time-sensitive work products.</p>	
<p>Public Comment</p>	<p>There was no public comment.</p>	
<p>Next Meeting Date</p>	<p>The next regularly scheduled Executive Committee meeting is November 29, 2017.</p>	
<p>Adjourn</p>	<p>A motion to adjourn was made by Cindy Arenberg Seltzer; the meeting adjourned at 8:51 a.m.</p>	

These minutes contain the action items of the Special Executive Committee 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.