



Coalition Monthly Meeting

2/12/2010

8:30 AM

6301 NW 5th Way, 4th Floor
Fort Lauderdale, FL

Members in Attendance:

Jeffrey Dwyer, Chair, Stacy Angier, Robin Bartleman, Julia Musella, Larry Rein, Cindy Arenberg Seltzer, Sidney Calloway, Alfreda Coward, Laura Gambino, Deborah Hill, Dr. Kevin Keating, Donna Korn, Nancy Merolla, Robyn Perlman, Mayor Barrington Russell, Laurie Sallarulo, Britt Sikes

Members absent:

Claudia Dean, Dr. Barbara Weinstein, Andrew Bray, Marvin Dejean, Desorae Giles-Smith, Mason Jackson, Dr. Steven Ronik, Mandy Wells

Staff in Attendance:

Penny Westberry, CEO, Andrea Braynon, CFO, Lee Tirpak, CPO, Leonardo Almanza, Accounting, Debbie Bainton, Executive Assistant, Janice Carter, ECE Program Specialist, Lisa Feeney, Senior ECE Program Specialist, Faye Franklin, Office Assistant, Jessica Novak, ECE Program Specialist, Inez Webb, Administrative Assistant, Marcie Westover, CRRD Assistant

Others in Attendance:

Burnadette Norris-Weeks, General Counsel, Mel Wilson, Special Procurement Counsel, Dr. Ilene Miller, Khalil Zeinieh, John Chapman, Dr. Carol Wasserman, Dr. Mark Gross, Sheila Smith, Gilbert Rincon, Anita Platt, R. Schagrin, Sharon Cohen, Ainsworth Geddes, M. Steinby, Doreen Moskowitz

ELC Mission Statement

To provide the resources, advocacy, leadership, coordination and oversight for early care and education from birth to school age and to support access to school-age care to ensure children's success in school

Welcome and Call to Order

Jeffrey Dwyer, Chair, called the meeting to order at 8:35 am

Roll call – quorum established

The Chair introduced new Board Member, Laura Gambino. Ms. Gambino gave a brief summary of her background and indicated that she is glad to serve on the Board.

The Chair read into the record the Coalition’s public comment policy.

The Coalition viewed a video stressing the importance of early learning.

Report of the CEO

Penny Westberry introduced Jessica Novak. Ms. Novak gave a brief presentation on her background

Ms Westberry reported on the following:

- Legislation – Federal level – potential good news - proposal to add funding to the Childcare Development Fund – major source for school readiness funding
- VPK Funding – Providers will be paid despite budget shortfall – State will borrow from next year if necessary
- Senator Wise will be introducing a new bill that is a toned down version from last year’s bill, but will still negatively impact local control
- Local Childcare Licensing – concern as County is looking at its budget

Cindy Arenberg Seltzer reported that Senator Negron has filed a bill that will have a negative impact on CSC. She noted that the following changes are being proposed:

- Change composition of CSC board – two county commissioners
- All funding and budgeting under the county commission – exactly counter to the premise behind the CSC
- Allows county commission to dissolve CSC at any time
- Would put to vote every eight years whether to continue with CSC

She asked for support against this bill. Ms. Arenberg-Seltzer indicated she would get this information to the Coalition in writing. Mr. Dwyer indicated that he will bring this forward at ELAC

Consent Agenda

Motion made by Sidney Calloway to approve the minutes of December 16, 2009. **Seconded** by Robyn Perlman. **Unanimously passed.**

Action items:	Person responsible:	Deadline:
Keep minutes on file	Executive Assistant	2/12/2010

Committee Reports and Recommended Action Items

Executive Committee

Allocation/Adjustment of VPK Funds

Motion from Executive Committee to approve an increase in the FCI-EDAP-10-ELC2 contract for VPK eligibility determination, application processing, slot management and provider payment services of \$46,000 for one additional VPK Registrar position, overtime for current staff during the next five months, and temporary personnel to be available for the period March through June 2010; along with \$14,000 to purchase resource books by June 30, 2010 for VPK Providers and allocate remaining funds to ELC unallocated VPK Reserve for future VPK administrative and service needs. Additionally, authorize ELC staff to reallocate any unexpended AWI/OEL VPK administrative and service dollars at the end of the fiscal year to the budget for VPK services. **Unanimously approved**

Florida First Start Contract Budget Revision

Motion made by Sidney Calloway to

1. Approve Executive Committee motion to reduce the SBBC-FFS-10-ELC6 contract funds by \$13,900.
2. Approve ELC staff recommendation and allocate \$13,900 to the Coalition’s Administrative Budget to be used for the quality purpose of providing for curriculum training and follow-up sessions, in collaboration with the Broward Training Collaborative, for early care and education providers holding current Early Learning Coalition of Broward County, Inc. Child Care Service Agreements with Family Central, Inc. who currently use *The Creative Curriculum* approach in the delivery of school readiness services, including the provision of *The Creative Curriculum*[®] training and materials. (The Executive Committee’s motion was subject to additional breakout of the training costs, which are included above and in the attached document. ELC staff shall provide an update on this project to the Coalition at the April Coalition Meeting.)

Seconded by Laurie Sallarulo. **Unanimously approved**

Quality Rating Discussion

Mr. Dwyer indicated that no vote is needed on this item. Penny Westberry pointed out the following

- Summary behind tab 4 is an excellent background on Quality Rating
- Referred to page 3 – third paragraph 40% of providers serving birth to school-age who receive financial assistance from school readiness funds are participating in Broward’s Quality Counts
- Reaching critical mass in terms of participation – advised earlier by experts that participation would be minimal without offering differential pay and other goodies – not so
- Want to look at accreditation and how does it crosswalk so that efforts are not duplicated
- 70% of providers have improved – seeing results of technical assistance

Mr. Dwyer voiced his concern over the many accrediting agencies that are used for Gold Seal and pointed out that standards need to be set. Stacy Angier stated that the Coalition must first look at the standards used for each accrediting agency and what is the process for the agency. Ms. Angier pointed out the need to look at centers that use the religious exemption as a shelter to prevent from providing proper standards. She indicated that she is field testing her research. Penny Westberry indicated that this is conversation that is happening a lot at the State level adding that part of the discussion about the Wise Bill is how does Gold Seal factor in, noting that there are some factions that want Gold Seal to be the be all and end all and not have quality rating.

The Chair asked that staff explore this matter further and discuss it at the Executive Committee meeting. Cindy Arenberg Seltzer suggested that there is a group working on QRS and recommended that staff work with that group.

Finance Committee

Financial Statements

Andrea Braynon, CFO, pointed out for the benefit of new Coalition members that page 2 is a good summary of the statement.

Motion brought forward from the Finance Committee to approve the Coalition’s November 2009 Financial Statements pending the annual audit performed by a qualified independent certified public account firm. **Unanimously approved**

Utilization Report

Mr. Dwyer indicated that this report is provided for informational purposes.

Revised Fiscal Policies and Procedures Manual

Motion brought forward by the Finance Committee to approve the revised fiscal policies and procedures manual. **Unanimously approved**

Match Discussion

Penny Westberry indicated that the document behind tab 8 is for information and discussion purposes. She pointed out the following:

- Majority of 6% match comes through Family Central
- Two sources – one for Federal money and the other CCEP
- Thanks to CSC funding – Coalition is overmatched
- Tight times – match from county and municipalities are vulnerable

Donna Korn shared with the Coalition the potential of cutting funds from County. Donna Korn asked if the County's \$500,000 for homeless is matched. Penny explained that match money can not be restricted funds. Donna Korn explained that when County money is matched there is a better chance of it not being cut. The Chair asked staff to look at that funding being included as match.

Procurement Committee

Mr. Dwyer noted that a form was passed out stating that the member has no conflict. He asked that the members cross out procurement committee and write in Coalition. If one has a conflict, the chair asked that those who have a conflict please announce that conflict and fill out the appropriate form.

Stacy Angier indicated that she has a conflict as being a provider of VPK program and noting that she is a non-voting member. Dr. Kevin Keating indicated that he has a conflict stating that Broward College has a potential to receive training funds. Laurie Sallarulo indicated that she has a conflict because she works for one of the agencies being considered. Robin Bartleman indicated she has a conflict as a School Board Member and noted that she is a non-voting member. Britt Sikes indicated that he had a perceived conflict because he does business with Family Central. Form 8B was distributed to all those that had a conflict and were asked to fill them out and return to staff so that they become a part of the minutes. Those voting members indicated they would abstain from voting on procurement committee items

Public comment - John Chapman of Holland & Knight representing Family Central stated that the failure of the School Board of Broward to provide a guarantee is a fatal flaw. He indicated that Family Central will reserve all of its rights under the ITN.

Mr. Dwyer referred the Coalition to the hand-out on the procurement items noting that he will go through each one of the motions separately. Mr. Dwyer stated that the procurement committee is bringing

forward a motion that the proposal submitted by the School Board of Broward County albeit not including the bond be considered a minor irregularity, given all the circumstances known about the organizational needs and the history of all of the parties involved including the particular provision of services that is reflected in the School Board of Broward County's proposal and the ELC ITN.. He stated that the Procurement Committee was very mixed on this issue. Staff found this to be a fatal flaw and checked it off as such. Mr. Dwyer referred the Coalition to a memo from Mel Wilson, Special Procurement Counsel and Burnadette Norris-Weeks, ELC General Counsel wherein it states that "by a clear reading of the procurement documents, it appears that SBBC's failure to provide a Guarantee should be considered fatal." Mr. Dwyer believed that the Coalition would need to treat this as a fatal flaw based on Counsels' recommendation.

Cindy Arenberg Seltzer wanted to inform the Coalition that the Procurement Committee chose to treat it as a minor irregularity so that it could evaluate the proposal from the School Board. She asked that through negotiation it be kept in mind that the School Board is a valuable part of true quality. She asked that the document in the future be streamlined to reflect what it is the Coalition wants to accomplish with the children rather than so detailed on the outcome – output measure.

Motion made by Sidney Calloway to accept the SBBC proposal as a minor irregularity. **Seconded.**

Mel Wilson, Special Procurement Counsel, summarized what was in the ITN document relating to fatal flaws. He also summarized the situation surrounding the School Board submittal.

Roll call vote - Motion failed The following Coalition Members abstained from voting: Dr. Kevin Keating, Britt Sikes, Laurie Sallarulo

Motion made by Donna Korn to deem that the School Board of Broward County's ITN submittal without the Guarantee is a fatal flaw. **Seconded** by Cindy Arenberg Seltzer

Roll call vote - Motion passed The following Coalition Members abstained from voting: Dr. Kevin Keating, Britt Sikes, Laurie Sallarulo

Motion made by Cindy Arenberg Seltzer to consider the Aspira response as nonresponsive and not responsible. **Seconded. Unanimously approved.**

Motion made by Donna Korn to approve an additional \$10,000 in spending authority for the Procurement Attorney to be used for procurement issues as needed. **Seconded** Cindy Arenberg Seltzer **Unanimously approved**

Motion made by Cindy Arenberg Seltzer to accept the individual scores and cumulative evaluation scores as attached excluding the scores of the School Board of Broward County. **Seconded** by Robyn Perlman. **Unanimously approved.**

Motion made by Cindy Arenberg Seltzer to move forward with simultaneous negotiations with Family Central and First Call for Help for ELC 1; to move forward with negotiations with Family Central for ELC 2; to move forward with simultaneous negotiations with Family Central for ELC 3; and to move forward with negotiations with Family Central for ELC 5. **Seconded** by Laura Gambino.
Unanimously approved.

CRRD Committee

Robyn Perlman, Chair of the CRRD Committee, stated that the Committee will be meeting in two weeks.

Personnel Committee

In the absence of Marvin Dejean, Chair of the Personnel Committee, Penny Westberry stated that the Committee will be meeting in March.

Community Partners System Gathering

The Coalition viewed a presentation brought forward by Julia Musella demonstrating what Directors are doing in their centers and in the community. She also commented on how the Directors network among themselves and thanked the Coalition for all the help that is given to the centers.

Mr. Dwyer stated that if anyone would like a copy of the presentation to let the CEO know and a copy will be sent to them.

VPK/Preschool Conference Committee Update

Stacy Angier reported the following:

- Conference to be held on October 22 and 23
- Need speaker for preconference meeting for directors that can help in business strategies
- Looking to bring in Keynote speaker that has expertise in the area – no funding at the current time and request the Coalition consider funding the speaker – do not have an exact amount needed
- Need sponsors and donors
- Invited Board Members to the Committee meeting
- Thanked Coalition for support in past

Mr. Dwyer asked that the CEO e-mail the information regarding the conference to all Board Members so

that they can get it on their calendars. Responding to questions regarding special needs children, Carol Wasserman indicated that separate opportunities are being considered for that population.

Action items:	Person responsible:	Deadline:
Amend FCI-EDAP-10-ELC2 contract for VPK and proceed accordingly	CPO	4/8/10
Amend SBBC-FFS-10-ELC6 contract and proceed with amended budget	CPO	4/8/10
Explore the standards that are used for accrediting agencies working together with the group working on QRS and place on Executive Committee meeting	CPO/CEO	5/14/10
Keep Financial Statements on file	CFO	2/15/10
Proceed with Procurement process	CEO	2/15/10
Forward Julia Musella's presentation to those that request it	CEO	3/1/10
E-mail VPK/Preschool Conference information to Coalition Members	CEO	4/1/100

Staff Reports and Recommended Action

CCEP Mid-Year Allocation

Motion made by Sidney Calloway to allocate the additional CCEP funding from AWI and contributing local businesses and foundations of **\$442,979** to Family Central, Inc. FCI-EDAP-10-ELC2 contract for slots and amend the overall ELC budget accordingly. **Seconded** by Cindy Arenberg Seltzer.

Unanimously approved

Penny Westberry summarized how the CCEP money is being distributed. The Chair charged the staff to work with Family Central on reviewing the match allocations to maximize the drawn down and bring back to the Board.

T.O.T.S. Pilot Project

Motion made by Cindy Arenberg Seltzer to accept the expansion of the Children's Services Council of Broward County Child Care contract by \$150,000 for the implementation of the T.O.T.S. pilot project as designed by the Children's Services Council in collaboration with System Partners, adjust overall ELC budget accordingly, and allocate up to \$150,000, as agreed by all parties, to the FCI-EDAP-10-ELC2 contract, to be used to serve approximately 69 children, ages 18 months to 3 years, eligible for the T.O.T.S. funding. **Seconded** by Sidney Calloway. **Unanimously approved.**

Action items:	Person responsible:	Deadline:

Amend FCI-EDAP-10-ELC2 contract to include additional CCEP funding	CPO	4/8/10
Schedule a meeting to meet with FCI to review allocation of match money to maximize the drawn down. Place on Coalition Agenda	CF)	4/9/10
FYI – No discussion		
Unfinished Business – No discussion		
New Business		
<p>Robyn Perlman questioned whether there is a way to move a family up on the wait list because they have a better ability to pay the co-pay. She explained that some children are placed in care and the family is not able to pay the co-pay and centers are subsidizing those co-payments. Penny Westberry explained that the parent fee is based on the income data used during eligibility. She also noted that it is up to the provider to keep a child if families cannot pay the co-pay.</p> <p>Assuming that the readiness scores will be brought forward at the next Coalition meeting, Stacy Angier requested that a discussion take place at the next meeting on how the children are evaluated.</p> <p>Responding to Laurie Sallarulo’s request for more information regarding inclusion and children with special needs, Penny Westberry asked that she come and talk to staff regarding more specifics.</p>		
Action items:	Person responsible:	Deadline:
Place discussion on evaluation process for readiness scores on the Coalition Agenda	CEO	4/9/10
General Public Comment – no discussion		
Next Meeting Date: April 9, 2010		
Adjourn		
Motion to adjourn at 10:43 am		

These minutes contain the action items of the Early Learning Coalition meeting. They do not include all facets of each issue discussed. A tape recording of the meeting is held in the Coalition office. Corrections from the Coalition members will be taken prior to approval at the next meeting.

Submitted by
Debbie Bainton
Reviewed and Edited by
Jeffrey Dwyer, Chair
Penny Westberry, CEO