



Coalition Monthly Meeting

5/14/2010

8:30 AM

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

Members in Attendance:

Jeffrey Dwyer, Chair, Britt Sikes, Vice Chair, Andrew Bray, Treasurer, Stacy Angier, Robin Bartleman, Claudia Dean, Julia Musella, Larry Rein, Dr. Barbara Weinstein, Sidney Calloway, Marvin Dejean, Laura Gambino, Desorae Giles-Smith, Mason Jackson, Donna Korn, Robyn Perlman, Dr. Steven Ronik, Laurie Sallarulo, Kimberly Welles, Mandy Wells

Members Absent:

Cindy Arenberg Seltzer, Dr. Kevin Keating, Mayor Barrington Russell, Stacy Angier, Alfreda Coward, Deborah Hill

Staff in Attendance:

Penny Westberry, CEO, Lee Tirpak, CPO, Andrea Braynon, CFO, Sandra Martinez, Accounting/HR Manager, Janice Carter, CRRD Director, Lisa Feeney, Senior ECE Program Specialist, Leticia Strasser, ECE Program Specialist, Jessica Novak, ECE Program Specialist, Jose Abreu IT, Debbie Bainton, Executive Assistant, Marcie Westover, CRRD Assistant, Inez Webb Administrative Assistant

Others in Attendance:

Lisa Family, Khalil Zeinieh, J. Gelman, Jerry Graham, John Chapman, Dr. Carol Wasserman, Lola Jordan, Steve Strickland, Kathy Woodrum, Sheila Smith, Wanda Daughtry, JoAnn Nelson, Jill Eckers, Mayra Galaza, Francisco Isuza, Ilene Miller, Ilene Gevirtz, Doug Millard, Ainsworth Geddes, Anita Platt, Gilbert Rincon, Sylvia Lojo, Yanick Goutier, Jayne Hafer, Valerie Kiffin Lewis, S. Depach, Kim Berger, Michael Millard, Deslene Murray, State Rep Clarke-Reed, Mendel Westberry, Mel Wilson, Burnadette Norris-Weeks, General Counsel

Mission

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

The Chair called the meeting to order at 8:37 am

The Chair read into the record the policy on public comment

Roll Call – quorum established

Kathy Woodrum from Welles Fargo/Wachovia Foundation presented a check to the Coalition in the amount of \$35,000.00 Robyn Perlman pointed out that in addition to the money, Wachovia has come to the table in a big way with assistance for the Technical Business Program and has brought other businesses to the table.

Report of the Chair

The Chair announced that the Wise Bill passed and Charlie Crist is expected to sign it. The Chair reminded the Board that at the last meeting he mentioned a complaint may be coming forward. Mr. Dwyer distributed ELC's procedures for handling and investigating complaints. He stated that during the investigation it is confidential and when it is finalized it will come back to the Board.

The Chair distributed a Thank You letter from 211. He also passed around the 211 cards that Broward's Sheriff's office will have to distribute to the community. It was noted that Broward is the first county in the State to do this.

The Chair introduced new Board Member, Kimberly Welles. She gave a brief summary of her background.

Report of CEO

Penny Westberry referred the Board to Tab 1 which contains budget items related to early learning in addition to a summary of the Wise Bill. She gave a summary of each document.

Consent Agenda

Motion made by Andrew Bray to approve the minutes of April 9, 2010. **Seconded** by Laurie Sallarulo. **Unanimously approved.**

Action items:	Person responsible:	Deadline:
Keep minutes on file	Executive Assistant	5/17/10

Action items

CCEP Reallocation

Janice Carter gave a brief summary of the proposed action.

Motion made by Laurie Sallarulo to allocate the additional CCEP funding of \$524,828 to Family Central, Inc. for use in slots and reallocate ARRA funds in the amount of \$482,328 into the next fiscal year to increase FY2010-2011 monthly school readiness slot target by 109 to 9,864. **Seconded** by Laura Gambino. **Unanimously approved.**

Procurement and Staff Recommendations for 2010/2011 Contracts and Budgets

The Chair indicated that he would take public comment prior to the Board voting on the items.

Khalil Zeinieh thanked the Procurement Committee and staff recognizing the difficult decisions that needed to be made. As previously stated, he requested equity among providers regarding salary increases. He also stated that he looked forward to getting back to the focus of serving children and families.

Jerry Graham of Lil Rascals read a statement into the record which he requested be made a part of the record.

Shelia Smith, CEO 211 Broward, thanked the Procurement Committee, the Board, and Staff of ELC for giving serious consideration to 211's proposal. She also thanked Family Central and Dr. Barbara Weinstein for recognizing the value of 211 and looked forward to working together on the VPK call center.

Motion made by Andrew Bray to approve the following: As determined at the November 13, 2009 Coalition Board meeting and including a subsequent CCEP reallocation, as well as projecting flat funding from funders, the school readiness monthly slot target for 2010-2011 will be 9,864 and the current provider rate will be maintained. School readiness funds totaling \$41,883,399 will be allocated to slots (including Gold Seal) through the ELC 2 (Eligibility Determination, Application Processing, Slot Management and Provider Payment) Service Provider, with an additional \$3,515,550 anticipated from the County match, local match, and CCEP business match. (Note: AWI funding decisions will be made in

mid-May and CCEP 2010-2011 funding decisions will be made in mid-June.) **Seconded** by Robyn Perlman. **Unanimously approved**

State Representative Gwendolyn Clark Reed introduced herself and let the Board know she is a member of the pre-k through 12 appropriations committee. She stated that she is a big supporter of VPK and will work hard to be sure that the dollars will flow into the program.

Motion made by Laura Gambino to approve the following: Based on Coalition/FCI staff projections at the time of the Procurement negotiating process, the Voluntary Preschool participation projections for the 2010-2011 were 12,878 for the school year and 1,000 for the summer program. Based on additional information related to an increase in the current year VPK enrollment, the projected 2010-2011 school year enrollment is now calculated at 13,261 and 1,000 for the summer. The projected decrease in VPK FTE by either 1% or 10% and a projected decrease of VPK support dollars to 4.85% to 4.5% of FTE payments were used in determining funding, due to the status of the legislature's budgets at the time of the Procurement Committee's contract negotiation meeting. If a potential 10% reduction in the state's VPK rate is realized, \$35,090,986 in VPK funds will be allocated to VPK participation payments through the ELC 2 (Eligibility Determination, Application Processing, Slot Management and Provider Payment) Service Provider; if a potential 1% reduction in the state's VPK rate is realized, \$ 38,599,618 in VPK funds shall be allocated to VPK participation payments through the ELC 2 (Eligibility Determination, Application Processing, Slot Management and Provider Payment) Service Provider. This may be adjusted at a future date by the Board based on the final state budget determinations (the latest budget update cuts VPK FTE by one half percent), the district cost differential added to the FTE for Broward for next fiscal year and actual enrollment patterns for next fiscal year as they develop. **Seconded** by Andrew Bray. **Unanimously approved.**

Motion made by Laurie Sallarulo to approve staff recommendation that the Child Care WAGES[®] project continue to be funded at current levels, with a recommended contract amount for the Children's Forum of \$524,026 **Seconded** by Andrew Bray. **Unanimously approved.**

Motion brought forward by the Procurement Committee recommending that Family Central, Inc. be selected as the ELC 1 Service Provider, with a recommended contract amount of \$1,733,306 (\$1,676,960 - School Readiness; \$56,346 - VPK dollars remaining the same under either scenario: rate reduction of 10% or 1%). **Unanimously approved**

Motion brought forward by the Procurement Committee recommending that Family Central, Inc. be selected as the ELC 2 (Eligibility Determination, Application Processing, Slot Management and Provider Payment) Service Provider, with a recommended contract amount of \$3,947,662 School Readiness; and \$1,153,009 at VPK rate reduction of 10% or \$1,299,453 at VPK rate reduction of 1%. Additionally, the Procurement Committee recommends that ELC staff, with provider input, develop a policy where the ELC 2 Service Provider is able to hold payments from providers under specific circumstances when providers do not fully comply with the rate agreement execution process by specific deadlines and/or submit developmental screens in a timely manner. As there were fewer than two responsive replies to the ELC 2 component of the ITN, the Coalition has negotiated on the best terms and conditions with Family

Central, Inc. under Florida Statutes, Section 287.057(6). **Unanimously approved**

Motion brought forward by the Procurement Committee recommending that Family Central, Inc. (FCI) be selected as the ELC 3 (Quality Improvement Supports) Service Provider, with a recommended contract amount of \$2,494,465 and an option to manage the ELC Scholarship program at market rate, for an additional \$41,368. If FCI is not able to manage the scholarship program at the rate requested, the ELC will RFP the management of the ELC Scholarship program to obtain competitive management fees. In either case, the Procurement Committee recommends funding Scholarships at the amount of \$179,100, for distribution in accordance with to the Coalitions' Scholarship Policy. As there were fewer than two responsive replies to the ELC 3 component of the ITN, the Coalition has negotiated on the best terms and conditions with Family Central, Inc. under Florida Statutes, Section 287.057(6). **Unanimously approved**

Motion brought forward by the Procurement Committee recommending reserving funds (\$10,000) to explore collaboration with CSC to conduct an ECE Training Needs and Gaps Analysis and to directly input ECE training into the Broward Training Collaborative calendar and check trainer credentials. (Note: Since the Procurement Committee meeting, ELC staff has continued to explore collaboration with CSC to conduct an annual ECE Training Needs and Gaps analysis and to directly input ECE training into the Broward Training Collaborative calendar and check trainer credentials. Preliminary meetings have determined that beginning July 1, 2010, ELC Administrative staff will input ECE training (that is not already input by other Broward training Collaborative members), into the Broward Training Collaborative calendar the Broward Training Collaborative will continue to check trainer credentials according to current practices, and ELC will survey ECE providers annually to determine ECE Training Needs. Funds will be needed at a minimum for postage and analysis of survey results. At this time, the \$10,000 will be reserved until further development occurs allowing more detailed information to be brought to the Board on this task. **Unanimously approved.**

Motion brought forward by the Procurement Committee recommending reserving funds (\$100,000) to explore formally establishing Transition to Kindergarten Liaison services. **Unanimously approved**

Motion brought forward by the Procurement Committee recommending that Family Central, Inc. be selected as the ELC 5 (Child Screening and Assessment Services) Service Provider, with a recommended contract amount of \$899,865. As there were fewer than two responsive replies to the ELC 5 component of the ITN, the Coalition has negotiated on the best terms and conditions with Family Central, Inc. under Florida Statutes, Section 287.057(6). **Unanimously approved.**

Motion brought forward by the Procurement Committee recommending that ELC staff explore the development of the Quality Counts Systemization Option to identify personnel to coordinate the Quality Counts System and obtain and implement a shared data software system across the multiple facets of the system; thus, recommends reserving the balance of available School Readiness funds (\$71,368) for future Personnel Committee and Board consideration. **Unanimously approved** Mandy Wells abstained from voting.

Motion made by Andrew Bray to approve the ELC Proposed Operating Budget. **Seconded** by Robyn Perlman. **Unanimously approved.**

RFP for External Auditing Services

Motion made by Donna Korn to approve the draft RFP for external auditing services. Seconded by Desorae Giles-Smith. **Unanimously approved**

Financial Statements

Motion made by Britt Sikes to approve the Coalition's February 2010 and March 2010 Financial Statements pending the annual audit performed by a qualified independent certified public accounting firm. **Seconded** by Laurie Sallarulo. **Unanimously approved.**

Utilization Reports

Ainsworth Geddes, CFO Family Central, gave a brief summary of the utilization reports. He pointed out that there was an increase in the mandated category. He stated that they do not anticipate that it will continue.

Personnel Committee

Marvin Dejean, Chair of the Personnel Committee, stated that the Committee determined that all the CEO goals have been met.

Motion brought forward by the Personnel Committee to approve performance pay of \$10,000 for the CEO for the 2009/2010 employment year based on performance goal objectives having been met. **Unanimously approved.**

Mr. Dejean indicated the Personnel Committee is bringing forward a motion to recommend the following:

1. To enter into a contract with CEO for employment for the 2010/2011 fiscal year
2. To carry over to the CEO the full amount of any annual raise percentage the board determines for ELC Staff for the 2010/2011 fiscal year
3. To tie the performance pay provision in the contract for the CEO to the proposed CEO Goals for FY 2010/2011

The Board members raised questions about the \$10,000 performance pay and the 7% contribution to retirement. Ms. Westberry indicated that the contract was negotiated with the Committee and she would prefer that it go back to the Committee rather than discuss it at the Board level. Mason Jackson stated that the Board needs to look at it as the full compensation package not just the performance pay.

Motion made by Donna Korn to amend the previous motion to send the recommendations back to

Committee to address the language in the Contract with regards to the 7% pension contribution.
Seconded by Andrew Bray. **Motion passed.**

Action items:	Person responsible:	Deadline:
Allocate additional CCEP funds as approved	CFO	5/20/10
Proceed with Child Care WAGES\$ project	CPO	5/17/10
Prepare and execute ELC 1 Contract with Family Central	CPO	6/30/10
Prepare and execute ELC 2 Contract with Family Central	CPO	6/30/10
Prepare and execute ELC 3 Contract with Family Central	CPO	6/30/10
Proceed with collaboration with CSC to conduct ECE Training Needs and Gaps Analysis	CPO	
Prepare and execute ELC 5 Contract with Family Central	CPO	6/30/10
Explore development of the Quality County Systemization	CPO	
Distribute RFP for Auditing Services	CFO	5/20/10
Keep Financial Statements on File	CFO	5/17/10
Distribute performance pay to CEO	CFO	6/4/10
Place CEO Contract on next Personnel Committee meeting agenda	CEO	6/11/10

Committee and Staff Reports

Introduction of Staff: Sandra Martinez

Sandra Martinez, Accounting/HR Manager, gave a brief summary of her background

CRRD Committee

Janice Carter, CRRD Director, gave a summary of the Committee's progress with the Technical Business Model. She thanked Robyn Perlman for engaging the business community in the process. Ms. Perlman shared that one of the issues that are facing providers is collection of parent fees. Julia Musella stressed the need in the provider community for this business model.

Community Partners System Gathering Update

Julia Musella stated that at the last gathering there was a presentation on “going green.” She stated that she believes the presentation will be at the Broward’s Early Childhood Educators’ Conference

Broward’s Early Childhood Educators’ Conference Committee Update

Dr. Carol Wasserman said that the Committee meetings every month. She indicated that the conference will be held on October 16th with a pre-conference on October 15th. She stated that volunteers are always needed.

FYI

No discussion

Unfinished Business

The Chair commented that the work that ELC Committees do is very important. He stated that a Committee puts in a lot of thought when bringing forward recommendations. Referencing the Personnel Committee, he stated that if a Board Member wants input they can attend the Committee meetings.

New Business

No discussion

General Public Comment

Jayne Hafer, Director of North East Focal Point Intergenerational Childcare Center, thanked the Board for all their efforts. She thanked Family Central for all they do in the Community.

Dr. Barbara Weinstein, on behalf of Family Central, thanked everyone in the audience for their dedication to helping children. She thanked the Coalition and Family Central Staff for the hard work on the ITN process and thanked the Coalition for their faith in Family Central.

Mason Jackson commented that resources are going to be reduced next year and the response to the waitlist is not how to get more government money noting that the answer is going to lie in a complete new way of doing business. He recognized the work of the CRRD Committee with the business model.

Next Meeting Date: Monday, June 28, 2010

Adjourn

Meeting adjourned 10:05

Approved June 28, 2010 As Amended

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