



Coalition Meeting

August 12, 2011

8:30 AM

6301 NW 5th Way, Suite 3400

Fort Lauderdale, FL

From sign in sheets

Members in Attendance:

Jeffrey Dwyer, Chair, Stacy Angier, Cindy Arenberg Seltzer, Andrew Bray, Alfred Coward, Claudia Dean, Marvin Dejean, Laura Gambino, Mason Jackson, Julia Musella, Robyn Perlman, Larry Rein, Dr. Steven Ronik, Mayor Barrington Russell, Laurie Sallarulo, Dr. Barbara Weinstein, Kim Gorsuch, Mandy Wells, Donna Korn, via phone

Members Absent:

Desorae Giles-Smith, Deborah Hill, Dr. Kevin Keating

Staff in Attendance:

Tabatha Fuchs-Cullen, Interim CEO, Andrea Braynon, CFO, Lee Tirpak, CPO, Janice Carter, CRRD Director, Sandra Martinez, Accounting/HR Manager, Debbie Bainton, Executive Assistant, Tamara Baker, Accounting, Faye Franklin, Office Assistant, Leticia Strasser, ECE Program Specialist, Gordia Ross, ECE Program Specialist, Carmen Nicholas, ECE Program Specialist, Inez Webb, Administrative Assistant

Others in Attendance:

Philip Gassman, Carol Wasserman, Eric Gabrielle, Ann de las Pozas, Sonia Rogers, Adam Bloom, Anita Platt, William Berger, Richard Schafter, Shawn Preof, Ellie Schrot, Lois Nagle, Jacqui Mogavero, A. Geddes, Peter Sachs, Pat Murpht, Roni Mandle, Kevin Fornath, Liza Alexander

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 8:35 am
 Quorum was established

Report of the Chair

Jeffrey Dwyer informed the Coalition about the new Broward Inspector General in addition to legislation regarding safety issues in the use of vans by child care centers. He also gave an overview of the Governance Model that was discussed at the Board Retreat indicating that he would like to schedule another retreat.

Motion made by Cindy Arenberg Seltzer to support the intent of the legislators with regards to safety requirements for vans used by the child care centers. **Seconded** Laura Gambino. **Unanimously approved**

It was noted that current Broward County Ordinances give guidelines for oversight and training for these safety measures. The Coalition asked staff to bring back to the next meeting the ordinances and legislative intent.

Report of the Interim CEO

Tabatha Cullen gave a presentation informing the Coalition of the events and her observations during her first three weeks as Interim CEO.

Action items:	Person responsible:	Deadline:
Bring back Broward Child Care Ordinance on Van Safety together with Legislative Intent to Coalition.	CPO	10/14/11

Consent Agenda

Motion made by Andrew Bray to approve the minutes of June 27, 2011. Seconded by Laura Gambino. Unanimously approved.

Action items:	Person responsible:	Deadline:
Keep Minutes on File	Executive Assistant	9/1/11

Committee Reports and Recommended Action
Items

CEO Search Committee

Laura Gambino gave a brief summary of the process the CEO Search Committee used to hire a Search Firm.

Motion brought forward from the CEO Search Committee to approve up to \$25,000 in funding for the CEO Search Firm of Bob Murray & Associates. **Unanimously approved.**

Executive Committee and Procurement Committee

Bid Policy

Jeffrey Dwyer gave a summary of the issue being brought forward to the Coalition for approval. Concerns were discussed.

Motion brought forward from the Executive and Procurement Committees to approve a policy for procurement procedures which states: All service contracts with a threshold annual budgeted amount over \$35,000.00 will be competitively procured every three years with annual reviews and the potential for up to two (1) one year extensions. **Motion passed** Barbara Weinstein, Claudia Dean and Mandy Wells abstained from voting.

Alfreda Coward stated that she would like to volunteer on the Procurement Committee.

Parent as the Child's First Teacher, Banking and Legal Services

Motion brought forward from the Executive and Procurement Committees to release competitive procurement instruments for Parent as the Child's First Teacher, Banking Services and Legal Services.

After discussion by the Coalition Members **motion passed** with Barbara Weinstein, Mandy Wells and Claudia Dean abstaining from voting.

Motion made by Cindy Arenberg Seltzer to approve the banking and auditing RFPs be handled by the Finance Committee using external experts to help with evaluation and rating. **Seconded. Unanimously approved.** Claudia Dean, Barbara Weinstein and Mandy Wells abstained from voting.

Motion made by Cindy Arenberg Seltzer to approve any procurement relating to children will stay with the Procurement Committee. **Seconded. Unanimously approved.** Claudia Dean, Barbara Weinstein and Mandy Wells abstained from voting.

Motion made by Cindy Arenberg Seltzer to approve the legal services RFP be handled by the

Procurement Committee. **Seconded. Motion passed.** Barbara Weinstein abstained from voting.

It was noted that Board members can attend and participate in all Committee meetings.

Finance Committee

Andrea Braynon gave an overview of local travel reimbursement for Coalition Employees.

Financial Statements

Andrea Braynon gave a brief overview of the summary page of the Financial Statements.

Motion brought forward from Finance Committee to approve the Coalition’s May 2011 Financial Statement pending the annual audit performed by a qualified independent certified public accounting firm.

Unanimously approved.

Utilization Report

Ainsworth Geddes gave a brief summary of the report noting that everything is on track.

Action items:	Person responsible:	Deadline:
Proceed with procurement process for Parent as the Child’s First Teacher, Banking and Legal Services	CEO, CPO, CFO	
Keep Financial Statements on File	CFO	9/1/11

Committee Updates

Special Needs

Laure Sallarulo reported that a Special Needs Work Group has been formed to address the issues facing special needs children. There was a discussion regarding the Prioritization Order for Services noting that the Waitlist Committee should also discuss.

Motion made by Jeffrey Dwyer to approve moving children ages birth until 3, with current IFSP or IEP and meeting financial eligibility in the D 4 position on the Prioritization Order for Service of School readiness Children to the C 1 position to ensure early intervention as early as possible in the child’s life. **Seconded** Mayor Barrington Russell. **Motion passed.**

The Coalition members agreed to recognize the Special Needs Workgroup as an Ad Hoc Committee of the Coalition to continue to address the current special needs rate differential reimbursement policy and procedures. Marvin Dejean was added to the Special Needs Committee.

Action items:	Person responsible:	Deadline:
Proceed with new prioritization for special needs children	CPO	
Unfinished Business – no discussion		
New Business – no discussion		
General Public Comment		
Lisa Alexander from Nova Southeastern University announced that Nova is now offering a CDA course in Spanish on line. She handed out some flyers		
Adjourn		
Meeting adjourned at 10:50 am		

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

Submitted by
Debbie Bainton