

Minutes

Early Learning Coalition of Broward County

Community Partner Systems Meeting

6/20/07

10:00 a.m.

6301 NW 5th Way, Suite 3400

Ft. Lauderdale, FL 33309

Attendees:

Diane Bowman, Claudia Dean, Ann de las Pozas, Ethel Edwards, Jill Gilman, Yanick Goutier, Jayne Hafner, Sally Laws, John Livengood, Helen Magnuson, Ilene Miller, Anita Platt, Wendi Siegel, Michelle Sponder, Colleen Stroetz, Charlene Swanson, Carol Wasserman, Mary Jean Woika

Staff in Attendance:

Lisa Feeney, Sr. ECE Program Specialist, Janice Carter, ECE Program Specialist, Leticia Boswell, ECE Program Specialist, Inez Webb, Administrative Assistant

I. Welcome and Call to Order

K. Lee Tirpak

The meeting was called to order by Lisa Feeney at 10:05 a.m.

II. Introductions

Self-introductions were made.

III. Review and Approve Agenda

The agenda was approved by consensus without any corrections.

IV. Review and Approve Minutes – 5/21/07

The minutes were approved by consensus after corrections were made to Page 4; 3rd bullet, “Reported communicable disease; a major concern at the child care centers, have subsided”.

V. Continuity of Operations Plan (COOP) Leticia Boswell

The floor was opened for Partners to discuss the steps taken to inform centers of their action plan for Emergency Disaster Preparedness:

Family Central, Inc. (FCI)

1. On June 27, 2007, FCI staff will meet with Broward County Licensing to discuss their continued partnership in hurricane preparedness.
2. The 2007 Hurricane guide will be available for the providers to obtain copies. Presently, providers will follow the Broward County Action plan.
3. Service contractors will provide and discuss their emergency plan at the next Systems meeting.
4. FCI is also involved with Volunteer Active in Disaster (VOD); a group working on an information system which will allow the public to access available supplies, or to obtain donated supplies collected for distribution.

Action Items:	Person Responsible	Deadline
1. Letters to be sent to centers.	Leticia Boswell	

VI. Presentation Sally Laws/Ethel Edwards

Health Department: Immunization

The Broward County Health Department provides Public Health Nurse Early Intervention Program to all Child Care Centers. The Health Department plan is to develop and design a tracking system to support centers in the county by collecting immunization records. Visiting nurses are being refused access to immunization records at centers. Program objective is compromised when centers deny the Department the opportunity to access records.

The Health Department asked if the coalition would state a policy to allow service contractors to access immunization records at centers that are accepting subsidized funding. The Health Department's needs assessment are on Child Care Immunization facilities, hearing, vision and dental.

Following a lengthy discussion, FCI pointed out that as part of the service agreement with centers who received subsidized funding, Health Department staff is allowed to access children's records upon request.

1. A letter will be sent to centers to clarify the language in the service agreement with FCI.
2. The centers will be reminded when signing new service agreements, that it is mandatory to allow FCI and Health Department staff access to their records.
3. Parents exercise their right to refuse immunization of their children; however with guidance on the possible negative effects, it may become permissible.

The concerns voiced about the duplication of services when collecting immunization records as it pertains to the ELC 2 contract was tabled for the next systems meeting.

Action Items:	Person Responsible	Deadline
<ol style="list-style-type: none"> 1. Letter to centers clarifying the language in the service agreement. 2. Write a letter to the Health Department stating whether staff is allowed access to immunization records. 	<p>Ann de las Pozas</p> <p>Ann de las Pozas</p>	

VII. End of Year Wrap-up, Highlights and Information

Family Central, Inc.

1. Voluntary Pre-kindergarten (VPK)
 - VPK completed its second year of programming, with not much policy changes; FCI is looking towards another successful year.
 - To date, 829 certificates were issued for the school year.
 - Family Central will be having its annual Provider celebration on July 11, 2007.
 - Leticia Boswell of ELC and Carol Wasserman of FCI attended training on “It’s Okay to Play in VPK”.
2. C-QuELL
 - There are currently three funders for the C-QuELL grant.
 - FCI is bringing the Parent Leadership Training program to Pompano, where parents will be trained to become civic leaders.
 - First Christian Child Care in Pompano Beach signed up for the center to be one of the clusters.

Nova South Eastern

- Child care training examinations reported; 13,498 taken; passed 9,444; failed 4,053; 8,236 completion certificates issued.
- On-line training information will be available at the next Systems meeting.

Early Learning Coalition of Broward, Inc.

- The statewide data identifies 32 (9%) “low performing” VPK centers in Broward county.
- ELC will be hiring a consultant to work with these centers to write an improvement plan.

Action Items	Person Responsible	Deadline

		VIII. Old Business	Partners
<u>Infant/Toddler Conference</u>			
<ul style="list-style-type: none"> • The conference was an overwhelming success; the speakers delivered their presentation with humor and memorable highlights. • A total of 323 attended on Saturday; all the sessions were filled to capacity. • In the afternoon the providers received free books courtesy of ELC and FCI. • With only 6 weeks to prepare for this conference, the sessions were well organized as FCI staff worked together to ensure great hospitality. • Thanks to the sponsors for 208 scholarships and to Kaplan for providing food. • The attendees commented that the hospitality was warm; topics were relevant for application in the age groups and the sessions were enjoyable. 			
<u>Coalition</u>			
The coalition issued Social Emotional books to 350 centers in Broward county. The books were shipped to the providers the first week of June.			
		IX. New Business	Partners
<ol style="list-style-type: none"> 1. One goal summer conference in Tampa on July 15, 2007. 2. N.E. Focal Point Pre-Kindergarten hosted a Tactile Learning workshop which was sponsored by NSU. 			
Action items:		Person responsible:	Deadline:
1. End of year numbers.		FCI	
2. Agenda items		Partners	
X. Public Comments			
None			
Action items:		Person responsible:	Deadline:
X1. Adjourn			
The meeting was adjourned at 11:20am			
Next Meeting: Monday, July 23, 2007, 1:00pm			

These minutes contain the action items of the Community Partner Systems Meeting. They do not contain all items discussed. A tape recording of the meeting is held in the Coalition office.
 Submitted by: Inez Webb