

# Minutes

## Early Learning Coalition of Broward County

### Community Partners System Gathering

2/20/08

10:00 a.m.

6301 NW 5th Way, Suite 3400

Ft. Lauderdale, FL 33309

**Attendees:**

Howard Bakalar, Willie Cameron, Claudia Dean, Ilene Gevirtz, Yanick Goutier, Jayne Hafer, Maria Hernandez, Monica King, Shawn Lamarche, Melissa Magill, Doreen Moskowitz, Jill Mosovich, Julia Musella, Layne Polakoff, Anita Platt, Gilbert Rincon, Jerri Shermitt, Wendi Siegel, Charlene Swanson, Carol Wasserman, Mary Jean Woika

**Staff in Attendance:**

K. Lee Tirpak, Director of Program Operations, 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 at 10:05 a.m.

II. Introductions

Self-introductions were made.

III. Review and Approve Agenda

The agenda was approved by consensus.

IV. Review and Approve Minutes – 1/14/08

The minutes were approved by consensus.

## V. Presentation

Gilbert Rincon/Melanie  
Magill**Eligibility Requirements for School Readiness: Workforce One & TANF – Paperwork Necessity**

This presentation is in response to the Town Hall meetings where the providers expressed interest in understanding how the Eligibility process works.

The requirements presented below are based on the Code of Federal Rules (CFR) and Regulations as put forth by the Federal Government required by law or by the Florida Statutes and corresponding Rules and Regulations 60BB as they relate to the Child Care Development Fund (CCDF).

1. The Referral process presented by Workforce One (WF1) and Family Central, Inc. (FCI)
2. Processes for enrollment from the waiting list

- **Workforce One Clients:**

- Referred by Department of Children and Families (DCF) to WF1 for Work Registration (unless they are exempt).
- Required to do workshops prior to work registration (resume, action, interview skills). At this point the client can be given child care for 30 days in an applicant status.
- Return to DCF for final approval.
- Placed in a work activity, e.g. Vocational training, community service and subsidized employment which is paid for by WF1 (TANF recipient).
- Needs are assessed once the client is placed in an activity, and may be given child care assistance, gas card, bus pass, clothing voucher, or \$50 mthly incentive cards. WF1 and FCI personnel are available to assist clients.
- WF1 completes a child care form, then WFI sends client to meet with Resource and Referral personnel.
- Determination for child care need is referred to Eligibility & Enrollment (hand-out provided)

- **Family Central, Inc.**

- During the Eligibility process the clients are given:
  - ✓ A copy of the Eligibility & Enrollment form which contains a check-list of required documents.
  - ✓ Referral for six months; (see hand-out, page 1 - dates are highlighted).
  - ✓ Rights and responsibilities which are reviewed with the client. FCI explains fees which will be paid to the center; the maximum amount that the Coalition has approved. Clients are informed that they are responsible for the difference between what the Coalition reimburses and what the center charges. Clients are further informed that:
    - There may be fees assessed by providers along with the co-payment.
    - Fees assessed depends on the approved rate that the center charges.
    - They shall use a legally operating child care provider of their choice.

➤ **Re-determination Date:**

- ✓ Packets are sent 6-8 weeks prior to Re-determination, every six months or annually.
- ✓ WF1 requires pay-stub and updated job changes.
- ✓ WF1 has extended hours to facilitate working clients.
- ✓ Clients are given Transitional child care services up to 2 years

Additionally, meetings are held regularly with FCI, WF1 and DCF.

Child care centers who are interested in gaining staff by offering subsidized employment, being a community provider or work experience provider for WF1 should contact Michael Watson 954 535-2300 Ext 3407; or Melanie Magill 954 535-2300 Ext. 3119. WF1 is interested in working with centers to employ clientele. Employment will be subsidized by WF1 funds for the first six months of employment.

**Comments:**

Child care providers who were present commented that the presentation was most enlightening to them. WF1 will send a copy of the re-determination letter used by WF1 to the child care provider so that they will be knowledgeable about the process.

<b>Action Items:</b>	<b>Person Responsible</b>	<b>Deadline</b>
1. List of workshops/presentations to be emailed to providers	ELC	
2. PowerPoint presentation will be sent to providers	WF1/FCI	
3. Take the show on the road to inform child care providers of the process	WF1/FCI	
4. Re-determination letter for child care providers	WF1/FCI	

## VI. System Celebrations and Updates

### **Discussion**

- On-line training vs. classroom training; both can be marketed so people can choose.
- Need to develop system for provider communication or utilize the coalition's web-site.

### **Family Central, Inc.**

- VPK has Provider communication site which is available for them to check at any time. Similar service will be done for School Readiness. Access will be given to partners and providers.
- VPK Enrollment:
  - Employees: 22 temporary for registration sites
  - Centers: Summer - 76 provisional; School Year 2008/2009 – 274.
  - Broward County School Board sites: Summer -14 sites; 2008/2009 School year – 13 sites.
- Bill boards advertising VPK will be located at I-95 & Commercial Boulevard and I-95, and in April at 1-95 and Taft Street; signs will also be placed on Winn-Dixie shopping carts.
- VPK Celebration will take place by the 3<sup>rd</sup> week of June (FCI seeking suggestions from providers).
- Training: Providers are interested in English Language learners; Assessments; Conflict Resolution.
- Mobile van will be at FCI on March 10 from 9am-3pm to help families complete their taxes free of charge.
- 1,400 children have been enrolled from the waiting list since January 1st; FCI will have revised waiting list information at the March meeting.

### **Broward County Public Schools**

- Invitation to Quality Rating and Improvement Systems (QRIS) quarterly meeting to be held on February 28, 2008, 10:00am at KCW Building (see hand-out). Speaker Debra Holtzman.
- BLOG – created to answer questions on ECERS or ITERS; to be an author and post your questions on the BLOG, email Claudia Dean at [Claudia.dean@browardschools.com](mailto:Claudia.dean@browardschools.com). Visit the site at [www.qris.blogspot.com](http://www.qris.blogspot.com)

### **Work Force One**

WF1 staff is requesting the Workforce Board transfer \$800,000 to the Coalition for additional funding of child care slots.

### **Nova Southeastern University**

- Basic Introductory child care examinations Part 1 & 2 were taken by 9,238 applicants last year; 6,253 passed which represents 70%.
- New registration page allowing payment on-line is imminent.
- One goal conference is in the summer and looking for presenters

### **Broward County Child Care Licensing & Enforcement Section**

- March 11, 2008, BCCCL&E will be receiving award on Council on Accreditation (COA) at the County Commission Meeting
- Providers were notified of licensing fee increase by mass mailing.

**Child Care Provider News**

- NE Focal Point Intergenerational child care center is offering the Teaching Children Problem Solving program (TOPS) at their center.
- This past week-end NE Focal Point participated in a Founder’s Day event sponsored by the City of Deerfield. The early care and education center was presented with an award; staff read “Circus Caps for Sale” at the event.

**Department of Health**

- Surveying providers
- Handout was given regarding Early Intervention Program provided for child care centers, staff development and families.
- A follow-up email on expanded service hours was distributed including access to birth and death certificates

**The Early Learning Coalition of Broward County, Inc.**

- Hand-out provided - 2008 Legislative Bill analysis/summary developed by the Coalition ED Association.
- FLKRS scores indicate that the ratings are better than last; 82% of the SR providers are rated above the 210 cut off; 9% did not have a rate compared to 11% last year; 448 providers were involved this year as opposed to 404 last year. The coalition will be examining the data and submitting an application for funding to assist the low performing providers.
- Upcoming systems workshop for March: ECHOES and DIBELS – Kerry Allen with Department of Education will be facilitating.
- The coalition thanked those who participated in the document preparation for the procurement process with the Early Learning Information System (ELIS).
- The state has a Website that includes the documents that outline how ELIS will work.
- At the Governor’s Summit, national speakers were invited to discuss financing early education; providers were invited to visit the web-site – email with link will be sent to providers.
- Rules Workshop will be held on March 13, focusing on re-evaluating the VPK Standards.

<b>Action Items:</b>	<b>Person Responsible</b>	<b>Deadline</b>
Effect of enrollment on the waiting list	Ilene Gevirtz	March 25
Submit application to DOE to funding to assist 2006/2007 low performing provider.	ELC	
Send Governor’s Summit web-site to providers	ELC	

**VII. Old Business**

None

Action Items	Person Responsible	Deadline

VIII. New Business		Partners	
The State has issued the CD and training manual: "It's Okay to Play in VPK".			
IX. Public Comments		Partners	
Action items:	Person responsible:	Deadline:	
X. Adjourn			
The meeting was adjourned at 12:15pm			
Next Meeting: March 25, 2008			

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