



Executive Committee Meeting

1/27/2010

5:30 PM

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

Members in Attendance:

Jeffrey Dwyer, Chair, Andrew Bray, Donna Korn, Britt Sikes

Members Absent:

Cindy Arenberg Seltzer, Marvin Dejean

Staff in Attendance:

Penny Westberry, CEO, Andrea Braynon, CFO, Lee Tirpak, CPO, Lisa Feeney, Senior ECE System Specialist, Leonard Almanza, Accounting, Jessica Novak, ECE System Specialist, Leticia Strasser, ECE System Specialist, Debbie Bainton, Executive Assistant

Others in Attendance:

Burnadette Norris-Weeks, General Council, Khalil Zeinieh, Ainsworth Geddes, Dr. Barbara Weinstein, Julia Musella

Welcome and Call to Order

Jeffrey Dwyer, Chair, called the meeting to order at 5:39

Approval of December 2, 2009 Minutes

Motion made by Britt Sikes to approve the minutes of December 2, 2010. **Seconded** by Andrew Bray. **Unanimously approved.**

Action items:

Keep minutes of File

Person responsible:

Executive Assistant

Deadline:

1/28/10

Committee Reports

Finance Committee

Andrew Bray, Chair of the Finance Committee, gave a summary of the discussions at the Finance Committee meeting. There were no questions

Personnel Committee

Penny Westberry indicated that the Personnel Committee will be meeting in the near future to look at staff compensation, looking at the CEO evaluation process and staffing pattern in fiscal department.

CRRD Committee

Penny Westberry reported that the CRRD Committee has not met. Janice Carter has attended other meetings and getting out in the community.

Procurement Committee

Jeffrey Dwyer reported that the Coalition has received the replies and they have been distributed to the Committee members. The Committee will be meeting on February 8, 2010

Staff Updates and Recommended Actions

Quality Rating Discussion

Penny Westberry gave a brief overview of what brought this issue to the Committee. She indicated that Lisa Feeney put together the information on Quality Rating behind Tab 6. The following comments were made:

- Can not do a cost differential for QRIS – Can only be done for Gold Seal
- Palm Beach gives quality grants through CSC
- Executive Directors of Coalitions are making recommendations to legislator
- ELAC supports QRIS
- Is this quality child care or quality education

The Committee discussed Gold Seal and the process for obtaining that designation. It was pointed out that 14 recognized accrediting agencies are used. It was noted that all accrediting agencies are not created equal and only one that is a national agency. Julia Musella requested the Coalition consider the standards of NAEYC when moving forward with QRS.

The Chair tabled the discussion to address the action items on the agenda.

Allocation/Adjustment of VPK Funds

Lee Tirpak gave an overview of the proposed action noting that there is additional funding because more children have been enrolled than projected. She indicated that this was a collaborative effort between ELC and Family Central

Motion made by Andrew Bray 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. **Seconded** by Donna Korn. **Unanimously approved.**

Florida First Start Contract Budget Revision and Reallocation of Funds

Lee Tirpak distributed a revised action statement noting that the text is the same but the numbers have changed. She gave a brief summary of the item. The Committee had the following comments and concerns:

- Questioned consultant's travel, meal and hotel at a cost of \$9,500.00
- Only 29 providers will be receiving this training

- Possible to table the consultant's fees

Motion made by Andrew Bray to approve the budget reduction and table the spending until more details can be brought forward to the Board with clarification of the expenditures. **Seconded** Donna Korn.
Unanimously approved

The Committee continued the discussion on QRS.

Action items:	Person responsible:	Deadline:
Place Allocation/Adjustment of VPK Funds on Coalition Agenda	CEO	2/12/10
Place Florida First Start Contract Budget Revision on Coalition Agenda	CEO	2/12/10

Unfinished Business

Provider Enforcement Policy Update

Lee Tirpak reported that staff is working on this item. She indicated that staff is still getting more information from around the State. It was noted that staff has a different opinion on the issue of the make-up of the committee compared to Board Members. Jeffrey Dwyer indicated that the appeal process needs to be written out properly. General Council noted that the contract with Family Central does have an appeal process within the contract.

No public comment

--	--	--

New Business

Lee Tirpak reported that staff is meeting with CSC and Family Central to discuss additional money from CSC to help children that have been disenrolled due to behavioral problems and placing them in a NAEYC center with additional funding. Penny Westberry indicated that this is in the preliminary stages of planning and will be brought forward at a future time.

Penny Westberry announced that \$150.00 check came in the mail from a friend of Wendy Siegel to put toward match requirements.

--	--	--

Public Comment		
Barbara Weinstein thanked the Early Coalition for forwarding their e-blast seeking assistant to help Haiti. She indicated the response has been wonderful.		
Next Meeting Date March 24, 2010		
Adjourn		
Meeting adjourned at 6:41pm		

These minutes contain the action items of the Executive Committee meeting of the Early Learning Coalition. 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