


**Committee Reports and Recommended Action
Items**

	<p>Executive Committee</p> <p>4/22/2009 5:30 PM 6301 NW 5th Way, Suite 3400 Fort Lauderdale</p>
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Members in Attendance:	Harry Duncanson, Chair, Cindy Arenberg Seltzer, Maria Kuhn-Brotton, Sidney Calloway, Treasurer
Members Absent:	Jeffrey Dwyer, Robyn Perlman
Staff in Attendance:	Penny Westberry, Executive Director, Andrea Braynon, Chief Financial Officer, Sandra Gonzalez, Accounting/HR Manager, Deborah David, CRRD Director, Lisa Feeney, Sr. ECE Program Specialist, Janice Carter, ECE Program Specialist, Leticia Strasser, ECE Program Specialist, Marcie Westover, CRRD Assistant, Inez Webb, Administrative Assistant
Others in Attendance:	Kevin Keating, Burnadette Norris-Weeks, General Counsel Ainsworth Geddes, Joyce Krzemienski, Gilbert Rincon, Dr. Barbara Weinstein

Welcome and Call to Order

Harry Duncanson, Chair, called the meeting to order at 5:40 pm.

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Approval of March 25, 2009 minutes

Motion made by Mr. Calloway to approve the minutes of March 25, 2009.
Seconded by Ms. Kuhn-Brotton. **Unanimously approved.**

Action items:	Person responsible:	Deadline:
Keep minutes on File	Administrative Assistant	

(a) Finance Committee

- Financial Statements, Utilization Report, Audit Contract Extension, Suggested Delegated Administrative Finance Functions

Mr. Duncanson noted that all were present at the Finance Committee meeting and the Financial statements discussed will be brought to the Board for Approval.

- Item # 7 Tab 6 Fiscal Policies and Procedures Revisions brought forward from Finance Committee meeting.

- Fiscal Policies and Procedures – Recommended Updates

Mr. Duncanson commented as to whether there are no substantive changes in the Fiscal Policies and Procedures.

Ms. Westberry noted that most of the changes were documentations of procedures that have been occurring but were not a part of the fiscal manual and stated that it is not the intent of the staff to get the recommendations passed tonight, but to obtain comments tonight and by e-mail to prepare a final draft for the Board to approve in preparation for AWI's monitoring.

Ms. Braynon reported that the revisions were made in conjunction with Consultant Connie LLodra, CPA, of LLodra Group. Two versions were made available; one in draft, one in track changes format Ms. Braynon stated that she would briefly overview the table of contents; however the committee requested that staff instead prepare an Executive Summary.

Mr. Calloway suggested that the staff prepare an Executive Summary to articulate any substantive changes that are a result of monitoring oversight.

Ms. Westberry explained that Ms. Braynon and Consultant Connie LLodra were charged with refining and consolidating policies based on the coming AWI Monitoring, and suggested revisions from last year's monitoring.

(b) Personnel Committee

Ms. Kuhn-Brotton, Chair of the Personnel Committee, reported that the next Personnel Committee meeting is scheduled for May, where staff compensation will be considered. Ms. Arenberg-Seltzer cautioned that careful consideration should be given to spending the influx of Federal dollars, since this money does not change the reality of the financial crisis.

(c) CRRD Committee

Ms. David reported that through their participation in the Scholarship Initiative providers were ready to participate and further engage in community efforts. She presented a framework for moving forward to the Committee. Ms. David also discussed that the SREL Finance and Advocacy sub-committee operating under the Children's Strategic Plan, comprised of community members who meet to talk about issues around Early Care and Education, will also be engaged in this effort., as will

other community capacity building efforts.

Comments

Mr. Duncanson added that it is important that the Coalition act as facilitator; providers do have good ideas, the logistics is where the problems appear and providers often need help with this.

Ms. Kuhn-Brotton suggested that the Coalition contact and collaborate with other agencies.

Ms. Arenberg Seltzer said many services are available in the community, but we have to find out how to reach those who need to participate.

Ms. Westberry stated that providers are at different levels; some are willing to collaborate and share innovative ideas by having workshops. Using the information from the Scholarship Initiatives gives providers great information to talk to their local businesses about their contribution. This will make them whole partners in the process, while moving ELC resources and development to the next level.

Mr. Calloway said of Ms. Perlman, that she has the idea and understanding that there is an opportunity that has not been explored with law firms who do Class Action Lawsuits, some of which are required by court order, or some other mandate, to allocate funds to non- profit organizations. Ms. Perlman is working with plaintiff law firms to develop this opportunity. Those who have connections with law firms, particularly, the plaintiff side, might facilitate her efforts by helping to identify some of these law firms and giving their names.

(d) Nominating Committee

Ms. Arenberg-Seltzer reported that the three elected officers are no longer eligible to serve, and new officers will be elected. Two members, Desorae Giles-Smith and Larry Rein are eligible for another term. The next meeting will be held Friday, April 24, 2009 at 10:00am to consider both of these items.

Staff Reports and Recommended Action Items

(a) Budget Updates

Mr. Duncanson reported that an hour ago, neither the Senate nor the House had come to an agreement: The Senate was flat on VPK and School Readiness; the House has 2% cut on VPK.

Ms. Westberry added that the Stimulus money for this year has been received in the form of the grant award this year and we have learned a ballpark figure of what we may get next fiscal year.. Community expectations are high, as \$105 million sounds like a lot of money, because of the non-recurring dollars, but only a portion comes to the Coalitions due to state budget holes. An ELC update was published to prepare people. Following one of the articles in the paper, the Coalition received calls from parents who thought money was available immediately for services. The community may be disappointed, and we have to ensure they have accurate information, but without the stimulus money to fill these holes we would be looking at budget cuts next year.

Dr. Weinstein asked if there is a way to earmark the stimulus money without taking children out of care. Ms. Westberry responded that this is new and has to be figured out; the Coalition will hope to maintain child care dollars by advocacy and education at the Federal level. The Federal government is also considering adding to regular Child Care Development Funds in the next Federal fiscal year. The waitlist recommendations will be taken into consideration, and may dovetail if we look at phasing out older children within the next year. This will be a moving target. The Coalition will make the most of what is given and proactively inform people that money is limited.

(b). Child Care Executive Partnership (CCEP) Reallocation Funding

Ms. Westberry reported that the allocation amount for next fiscal year is unknown since the CCEP Board meeting is held late in June. However, the Board did their second reallocation with almost an entirely new Board at their last meeting. The staff presented them with 3 funding scenarios:

1. What is usually done with the reallocation based on the match on the table
2. Totally funded Polk county’s request split the rest proportionately
3. Fund all 3 counties’ requests equally

Except for the formula, none of the three scenarios made sense. The Board approved full funding for Polk County and then split the remaining dollars between Palm Beach and Broward. There appears to be a misunderstanding that large counties did not have as great a need to serve children, although the need was made clear by Broward and Palm Beach.

A workshop will be held to help educate the new the Board . Ms. Westberry offered to host the workshop at the hotel where the Executive Director’s retreat is scheduled to be held in Broward in May, or at the Coalition. CCEP money can be taken by Broward and utilized late in the year. Ms. Westberry will also be talking to the director of OEL regarding following the CCEP allocation process.

Motion made by Cindy Arenberg Seltzer to allocate the additional CCEP funding to slots and related costs.

Seconded by Sydney Calloway. **Unanimously approved.**

Ms. Arenberg-Seltzer acknowledged that ELC staff was well represented at the Children’s Budget Summit. She extended thanks to Harry Duncanson and to the staff for their participation. She further stated that the solidarity of the funders working together is good and that looking at the whole picture is better for our community.

Action items:	Person responsible:	Deadline:
Prepare Executive Summary document for the Executive Committee	Chief Financial Officer	4/24/09
Give names of Plaintiff law firms to Ms. Perlman	Committee members	

Unfinished Business		
<p>Ms. Norris-Weeks prepared the resolution for BCCCL&E which the Board voted on at the last meeting. This pertains to licensing and keeping the budget intact to continue providing services, while enforcing the Ordinance. The resolution will be reviewed by Ms. Westberry and sent via email to committee members for final input.</p>		
New Business		
<p>None.</p>		
Public Input		
<p>Dr. Barbara Weinstein stated that on one of the County Commissioner's Agenda there is an item that would eliminate the possibility of County Commissioners' help with fundraising for non-profits. A group at the meeting spoke in favor of keeping the fundraising ability, with the understanding that the County Commissioner could not ask anyone for money in exchange for services. This item could hinder many of the non-profits in the community who need help in raising funds.. Reference was made to an email blast sent out by the City of Parkland showing that they gave up a month's salary to present a check to FCI to use as a match.</p>		
Action items:	Person responsible:	Deadline:
<p>Final Resolution to BCCCL&E will be sent to committee members</p>	<p>Penny Westberry</p>	<p>5/8/09</p>
Next Meeting		
<p>Tuesday, June 9, 2009</p>		
Adjourn		
<p>Meeting adjourned at 6:10 pm.</p>		

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

Inez Webb

Reviewed and Edited by

Harry Duncanson, Chair

Penny Westberry, Executive Director