



Minutes Approved at the July 6, 2017 Audit Committee Meeting

Early Learning Coalition of Broward County
 Audit Committee Meeting Minutes
 May 11, 2017 – 9:00 am
 6301 NW 5th Way, Suite 3400, Fort Lauderdale, FL 33309

- Members in Attendance: Nicholas Kaniaris, Chair; Howard Bakalar; Michael Asseff; Twan Russell via phone
- Members Absent: Barrington Russell
- Staff in Attendance: Renee Jaffe, CEO; Christine Klima, CAO; Carmen Nicholas; Hubert Cesar, Irene Ramos; Karen Swartzbaugh; Mabel Ramirez; Maria Mendoza; Reinier Potts; Ros DesRoches
- Others in Attendance: Jacob Jackson, General Counsel; Allison Metsch, NSU; Dr. Lori Canning, School District

Item	Action/Discussion	Follow-Up
Welcome & Call to Order	Nicholas Kaniaris, Chair, called the meeting to order at 9:10 a.m. Roll Call and self-introductions were made and a quorum was established.	
February Meeting Minutes	Motion made by Howard Bakalar to approve the February 7, 2017 meeting minutes; seconded by Michael Asseff and unanimously approved.	
OEL Fiscal Monitoring	CAO Christine Klima gave a brief report on the March and April 2017 Office of Early Learning annual fiscal monitoring.	

Item	Action/Discussion	Follow-Up
Road to Child Outcomes (RTCO) Update	Renee Jaffe, CEO, and Quality and Education staff provided a PowerPoint presentation for this multi-faceted initiative. The RTCO initiative utilizes an evidence-based curriculum and teacher coaching model designed to improve the quality of early education in child care centers and successful transition to Kindergarten. The Committee reviewed preliminary project data and developed a plan for “Next Steps”, including a webinar this summer to highlight all facets of the project and, in collaboration with the Children’s Services Council and the School District, there is a commitment to share data across systems that should facilitate an in-depth analysis of project impact. Nicholas Kaniaris, Chair, will provide a detailed report on this Action Plan to the June Board meeting and bring data and recommendations for sustainability beyond RTCO year 5 to the full Board in the Summer/Early Fall.	Members will email feedback & recommendations regarding the presentation to the CEO and CAO
Matters from the Committee	There was agreement that the Audit Committee should schedule regular meeting dates and the RTCO initiative would be a standing agenda item.	Members will be polled for preferred meeting dates/times
Public Comment	There was no public comment.	
Next Meeting Date	To be determined based on polling results.	
Adjournment	Chair motioned to adjourn the meeting at 11:15 a.m.	

These minutes contain the action items of the meeting of the Audit Committee of the Early Learning Coalition. They do not include all the Committee’s discussions or comments on each matter or issue raised during the meeting. A tape recording of the meeting is held in the Coalition office. Corrections from the Committee will be taken prior to approval at the next meeting.