

APPROVED at the February 7, 2019 Board meeting

Early Learning Coalition of Broward County
Board Meeting Minutes
October 4, 2018 – 8:30 am
6301 NW 5th Way, Suite 3400, Fort Lauderdale, FL 33309

Members in Attendance: Laurie Sallarulo, Chair; Mason Jackson, Dolly Trevino Rump, Richard Campillo, Twan Russell, Ellie Schrot, Monica King, Dawn Liberta, Angela Iudica, Deborah Meidinger Hosey, Laurie Rich Levinson, Khalil Zeinieh via phone

Members Absent: Ashley Davis, Cindy Arenberg Seltzer, Avis Proctor, Michael Asseff, Natalie Williams, Nicholas Kaniaris, Renee Podolsky, Schmeka Lyons,

Staff in Attendance: Renee Jaffe, CEO; Christine Klima, CAO; Howard Bakalar, COO; Hubert Cesar, Director of IT; Keisha Dunn-Pettis, Director of Family Services; Allison Metsch, Director of Education and Quality; Doreen Moskowitz, Director of Compliance; Reinier Potts, Financial Analyst; Alex Browning, Director of Communications; Beverly Hung, Human Resources Manager; Leticia Strasser, Project Coordinator; Suwenda Louis, Inclusion Specialist; Debbie Kay, Inclusion Specialist; Irene Ramos, Executive Assistant

Others in Attendance: Jacob Jackson, General Counsel; Jeffrey Dwyer

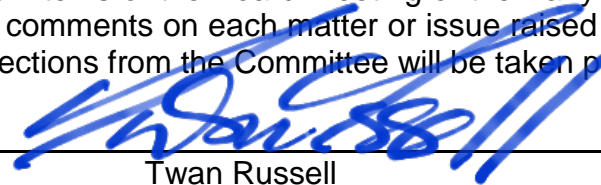
Item	Action/Discussion	Follow-up
Welcome & Call to Order	The Chair called the meeting to order at 8:50 am. Roll Call was done and a quorum was established.	
Chair Report	Members of the Board recognized Jeffrey Dwyer, who has served as Board Member to the Early Learning Coalition since 2003. The Board expressed their thankfulness for Jeffrey's dedicated time and efforts and his continued service to children and families.	
CEO Report	<p>The ELC only sent out 100 notifications to families being called off the waitlist in order to get a better understanding of parents' preferences for completing the enrollment application process (on line, by phone appointment, or face to face appointment). The response rate was reported at 50% and there are 23 new enrollments. Approximately 500 more new enrollment letters are scheduled to go out by next week.</p> <p>EFS: ELC's have been given the ability to fix some data issues directly. There are a handful of provider centers presently testing the updated attendance function of EFS Modernization, which will roll out once all the fixes are complete.</p> <p>ELC recently met with Child Care Licensing and Enforcement (CCLE) to discuss closer partnership to increase providers' awareness of the benefits of accreditation and available programs. The group also discussed the importance of CCLE reminding providers about the process of reporting child welfare absences. ELC is excited about the increased partnership and is currently scheduling quarterly community meetings with all ELC partners.</p>	
<p>Consent Agenda:</p> <p>Approve September 6, 2018 meeting minutes</p> <p>Authorize Chair to Execute</p>	<p>A Motion was made by Mason Jackson to approve the Consent Agenda as presented. Seconded by Monica King. Unanimously approved</p>	

<p>Business and Leadership Institute for Early Learning contract</p> <p>Authorize Chair to Execute Children's Services Council Financially Assisted Child Care contract FY 18/19</p> <p>Authorize Chair to Execute Children's Services Council Vulnerable Populations Subsidized Child Care FY 18/19</p> <p>Approve Updated Outcome Measures & Budget Amendment to WAGE\$ Contract FY 19</p> <p>Approve Revised and New Human Resources Policies as presented</p> <p>Approved Revised Continuation of Operations Plan (COOP)</p>		
<p>Regular Business</p>	<p>Laurie Sallarulo asked staff about the status of a possible provider rate increase. ELC staff informed the Board that a recommendation to increase child care provider rates was brought to the September 28th Finance Committee meeting. Provider rate data was provided, reviewed and discussed at that meeting. Finance Committee members requested that ELC conduct further analysis, including the potential impact of the new quality rate differential that will go into effect July 1, 2019.</p> <p>The Board requested the issue be further discussed at the next Program Review committee meeting.</p>	

Finance Committee Approve August 2018 Interim Financial Statements	The CAO went over the Interim Financial Statements for the month of August noting that the system problems with EFS have created higher than normal spending for OEL funding sources and lower than normal spending for some local funding sources. When the EFS billing system is back on line, expenditures will be reconciled and adjusted accordingly. She also reviewed ELC's plan for utilization of \$7.2 million in non-recurring funds received from OEL in August. A motion was made by Deborah Meidinger Hosey to approve the August 2018 interim financial statements pending approval of the annual audit performed by a qualified independent certified public accountant. Seconded by Mason Jackson. Unanimously approved.	Send out the Model to include provider rates in the budget to members
Provider Representative Update	Provider reps have formed their own organization within the provider community and have attended two statewide meetings and will meet with ELC staff to update them.	
New Business	None	
Matters from the Chair	None	
Matters from the Committee	On behalf of Broward County, at the October AELC/ELAC meeting Laurie Sallarulo will bring up the urgency of getting the EFS running properly for all ELC's.	
Public Comment	There was no comment.	
Next Meeting Date	December 6, 2018 at 8:30am	
Adjourn	Dawn Liberta made a motion to adjourn the meeting. Meeting adjourned at 10:07 am.	

These minutes contain the action items of the Board meeting of the Early Learning Coalition of Broward. 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.

Board Secretary Certification:


Twan Russell