



**Approved at the June 6, 2019 Board Meeting**  
 Early Learning Coalition of Broward County  
 Board Meeting Minutes  
 April 4, 2019 – 8:30 am  
 6301 NW 5<sup>th</sup> Way, Suite 3400, Fort Lauderdale, FL 33309

Members in Attendance: Laurie Sallarulo, Chair; Mason Jackson, William Karp, Ellie Schrot, Richard Campillo, Khalil Zeinieh, Dawn Liberta, Monica King, Michael Asseff via phone, Cindy A. Seltzer, Renee Podolsky, Nicholas Kaniaris, William Karp, Twan Russell via phone

Members Absent: Angela Iudica, Ashley Davis, Dolly Trevino Rump, Laurie Rich Levinson

Staff in Attendance: Renee Jaffe, CEO; Christine Klima, CAO; Howard Bakalar, CPO; Hubert Cesar, CIO; Keisha Dunn-Pettis, Perry Borman, COO; Director of Family Services Program; Allison Metsch, Director of Education and Quality; Reinier Potts, Financial Analyst; Pablo Calvo, Director of Community Engagement; Irene Ramos, Executive Assistant

Others in Attendance: Jacob Jackson via phone, Counsel; Cara Cerchione, Layne Pollakof, Dr. Avis Proctor

Item	Action/Discussion	Follow-up
Welcome & Call to Order	Laurie Sallarulo, Chair, called the meeting to order at 8:40 am. Roll Call was conducted. A quorum was established.	
<b>Chair Report</b>	Chair thanked Dr. Avis Proctor for her dedication to the ELC Board. Natalie Williams,	

Private Child Care Provider Representative, and Deborah M. Hosey, Administrative Officer of Broward County Child Care Licensing, have resigned. Deborah has moved on to Administrative Officer at the County's Community Partnerships Division, Children's Services. William Karp has been named Interim Administrative Officer at Child Care Licensing during the recruitment process.

Schmeka Lyons, the Faith Based Provider Representative, has also resigned. The process of recruitment and nomination for a Faith Based Provider is underway.

On April 1<sup>st</sup>, Junior Achievement of South Florida hosted a Child Care Provider breakfast and discussion. It was a successful meeting and is an important step in continuing to build relationships between the provider community and the ELC. There are some challenges that need to be worked on but the focus of the meeting was on finding solutions.

In reference to CEO Goals:

The Chair recommended that the Board create an Ad Hoc Committee to focus on and review CEO Goals.

**A Motion** was made by Nicholas Kaniaris to create an Ad Hoc Committee to focus on the CEO Goals. **Seconded** by Khalil Zeinieh.

A discussion followed, concerning the success of previous committees that were created to address the CEO goals; and whether or not a permanent Committee should be created. **Motion failed.**

**A Motion** was made by Richard Campillo to have the Executive Committee prioritize the CEO goals at a special meeting. **Seconded** by Cindy Arenberg Seltzer. **Unanimous approval.** A Special Executive Committee meeting should be held to discuss the CEO goals before the end of May.

<p><b>CEO Report</b></p>	<p>A Board Retreat is being coordinated and the staff is working on ideas to present on long term plans for the ELC.</p> <p>EFS Modernization issues still persist. Regular informative summaries are going out in an effort to keep Board members up to date on the status. The School Readiness attendance module was launched but there are still issues with its functionality. The Staff of ELC Broward and the Staff of three other Coalitions held discussions with OEL IT Staff about data reporting and are hopeful to have this particular functionality operating properly in the near future. Provider payments continue to be processed manually, and through estimates. In the case of any overpayments to providers, a payment plan will be established.</p> <p>At the AELC meeting last week in Tallahassee, Renee had the opportunity to meet with local and state officials about proposed Early Care legislation. ELC's also met with Rodney MacKinnon regarding the current EFS functionality and the need for ELC's to obtain local data.</p> <p>Space update: The new space is coming along and we are expecting to have the keys by the week of April 15<sup>th</sup>.</p>	
<p><b>Consent Agenda:</b>          Approve February 7, 2019 Meeting Minutes</p> <p>Approve Amendment to renew WAGE\$ contract for FY 2019/2020</p>	<p>No items were pulled from the Consent Agenda. The Consent Agenda items were <b>Unanimously approved.</b></p>	

<p><b>Finance Committee:</b> Approve February 2019 Interim Financial Statements</p> <p>Approve FY 2019 Budget Amendment #3</p> <p>Approve Program Purchase Order for over \$5,000</p>	<p><b>A Motion was brought forth from the Finance Committee recommending</b> to approve the February Interim Financial Statements pending approval of an annual audit performed by a qualified independent certified public accountant. <b>Seconded</b> by Cindy Arenberg Seltzer. <b>Unanimously approved.</b></p> <p><b>A Motion was brought forth from the Finance Committee</b> to Approve the FY 2019 Budget Amendment #3. <b>Seconded</b> by Monica King. <b>Unanimously approved.</b></p> <p><b>A Motion</b> was made by Mason Jackson to approve the program purchase order for CLASS Assessments by Children’s Forum. <b>Seconded</b> by Monica King. <b>Unanimously approved.</b></p>	
<p><b>Nominating Committee:</b> Recommend Cara Cerchione for Board Seat</p>	<p>Provider applications were reviewed by the Committee and interviews were conducted for the top 4 candidates. All the candidates interviewed were excellent.</p> <p>The Nominating Committee moved to recommend Cara Cerchione as the new Private Provider Representative board member. <b>Seconded</b> by Cindy Arenberg Seltzer. <b>Unanimously Approved.</b></p> <p>Chair welcomed Cara Cerchione, new Private Provider Representative, to the Board.</p>	
<p>Audit Committee</p>	<p>Internal controls audit has been completed and will be presented to the Audit Committee before bringing to the Board.</p>	
<p>Program Review Committee</p>	<p>None</p>	

New Business	<p>The Early Voices Collaborative Exhibition will be held April 8-21, 2019. Early Voices is an art program event in partnership with early learning centers bringing attention to the role art plays in early education.</p> <p>Children’s Services Council has approved Family Central to operate its Positive Behavior Intervention Support and is continuing their commitment to that program. The Council’s Budget retreat is scheduled for next month for anyone interested in attending to come and speak on child care.</p> <p>Campaign for Grade Level Reading (CGLR) met yesterday and there is a lot of excitement about the programs that will take place this coming summer. Reports from the Broward County Public School show there is a steady increase in the 3<sup>rd</sup> grade competency. Cities who have become part of CGLR have made commitments which has unleashed creativity within in the community to engage the community.</p> <p>This month is Child Abuse Prevention month and there are many activities going on in the community. A list of events will be sent and posted.</p>	
Matters from the Chair		
Matters from the Committee	There was no discussion.	
Public Comment	There was no comment.	
Next Meeting Date	May 9, 2019	
Adjourn	Motion to adjourn was made by Cindy Arenberg Seltzer. The meeting adjourned at 10:01am.	

These minutes contain the action items of the Coalition Committee 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.