



APPROVED at the June 7, 2018 Board Meeting
Early Learning Coalition of Broward County
Board Committee Meeting Minutes
May 3, 2018 – 3:00 pm
6301 NW 5th Way, Suite 3400, Fort Lauderdale, FL 33309

- Members in Attendance:** Laurie Sallarulo, Angela Iudica, Deborah Meidinger Hosey, Dolly Rump, Ellie Schrot, Jeffrey Dwyer, Khalil Zeinieh, Monica King, Laurie Rich Levinson, Mason Jackson, Michael Asseff, Natalie Williams, Nicholas Kaniaris, Renee Podolsky, Richard Campillo
- Members Absent:** Ashley Davis, Cindy Arenberg Seltzer, Avis Proctor, Kenickay Prendergast, Silvia Beebe, Schmeko Lyons, Twan Russell
- Staff in Attendance:** Renee Jaffe, CEO; Christine Klima, CAO; Howard Bakalar, COO; Alexander Browning, Allison Metsch, Amy Ungor, Doreen Moskowitz, Hubert Cesar, Irene Ramos, Karen Swartzbaugh via phone; Keisha Dunn-Pettis, Reinier Potts, Sandra Paul, Suwenda Louis
- Others in Attendance:** Jacob Jackson, General Counsel; Betty Moore and Michelle Rosegreen, Family Central; Lori Canning and Layne Polakaff, School District; Manuela Rodriguez and Nurit Sheinberg, NSU; Vittoria Chirighin, Devereux Behavioral Health

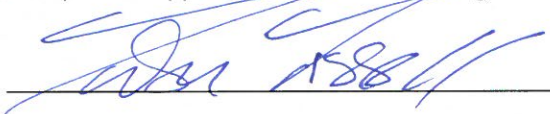
Item	Action	Follow-up
Welcome & Call to Order	Laurie Sallarulo called the meeting to order at 3:20 p.m. A Roll Call was conducted and a quorum was established.	

<p>Chair's Report</p>	<p>Laurie Sallarulo, Chair, announced the resignation of Silvia Beebe, who has accepted a new position with Broward County Community Partnerships Division. Board members wished her well in her role; her replacement at the Department of Children and Families' Community Administrator will be announced in the near future.</p> <p>Nominations for Board Officer positions are in process. Descriptions of the roles and responsibilities of each open position have been emailed to Board members and four nominations have been submitted, to date.</p> <p>The new Data Dashboard is now a standing item in the FYI section of the packet. As Board members review the report, they are encouraged to ask for any additional items that may be useful to include.</p>	
<p>CEO Report</p>	<p>Renee Jaffe, CEO, introduced Allison Metsch as ELC's new Director of Education and Quality Initiatives. Allison comes from NSU where she managed the Road to Child Outcomes contract and will bring a wealth of early education experience to the position. Renee shared a flyer for Provider Appreciation Day, which will be celebrated on May 23rd at the monthly PLAN meeting. All Board members are invited and the event will include health and wellness programming with chair massages and other fun activities.</p> <p>100% of all March redeterminations were completed and 99% of April redeterminations have been submitted, which is an excellent process outcome. A new VPK promotional video for social media was shared. Alex Browning, Communications Manager, announced that the video was viewed 2,700 times and received 1,800 impressions in its first week with 51 clicks on the link to VPK enrollment! The ad will continue to run on social media as a parent education and outreach strategy.</p>	
<p>Consent Agenda:</p> <p>Approve April 5th Meeting Minutes</p> <p>Approve United Way Contract Amendment</p> <p>Approve 211 Broward Contract Renewal</p> <p>Approve WAGE\$ Contract</p>	<p>Items on the Consent Agenda were reviewed, none were called for discussion and the items were unanimously approved.</p>	

<p>Request that the Board Chair Establish Ad Hoc Program Review Committee (PRC) and Request that the Governance Committee Consider Bylaws Revision to Establish the PRC as a Standing Committee</p>		
<p>Regular Business:</p> <p>Approve Strategic Plan Child Care Quality Committee Recommendations</p> <p>FYI – Administrative Budget Presentation</p> <p>Approve FY 2018/19 Board Meeting</p>	<p>Howard Bakalar, COO, and Richard Campillo, Committee Chair, presented recommendations from the Strategic Plan Committee for an organizational vision that raises the quality of Broward’s early care system by providing opportunities for early educator professional development and wage supplements, increasing the number and depth of inclusion services, enhancing professional development for Center Directors and staff and integration of a continuum of health services in child care settings. The Quality Committee has recommended that Florida’s Performance Funding Project (PFP) provide the foundation of ELC’s quality work using an in-house model, with some training and assessment functions performed in conjunction with external organizations and community partners. A proposed budget and timeline were also reviewed.</p> <p>A Motion to Approve the recommendations of the Strategic Plan Quality Committee, as presented, was made by Jeffrey Dwyer, seconded by Monica King and unanimously approved.</p> <p>Christine Klima, CAO, presented an update on the Administrative Budget, which included a summary of OEL budgetary rules, sub-recipient areas of cost allocation non-compliance and extensive cost-saving strategies that were implemented as a result. Corrective action and cost containment efforts proved effective in reducing the projected FY2017/18 deficit from \$1 million to a manageable \$185,000 or less while serving an additional 600 children in care. With the restructuring of the ELC’s quality initiative, the deficit is effectively eliminated in FY19. The clarity of the presentation and the positive impact of those cost containment measures received commendations by many Board members.</p> <p>Renee Jaffe, CEO, reviewed Board survey results that were used to develop the new FY</p>	

Calendar	<p>2018/19 Board Meeting Calendar for consideration. With 17 of 20 Board Members responding, 62% preferred meeting on the 1st Thursday of the month at 8:30 a.m., beginning in September 2018, and meeting six times during the year. After some discussion, it was recommended that a 7th meeting be placed on the calendar for May 2, 2019 and will occur only as needed.</p> <p>A Motion to Approve the FY 2018/19 Board Meeting Calendar, with a 7th meeting added for May 2, 2018 as needed was made by Jeffrey Dwyer, seconded by Deborah Meidinger Hosey and unanimously approved.</p>	
Status Update on Space/Relocation	Howard Bakalar, COO, provided an update from the Space/Relocation Ad Hoc Committee. The Committee has narrowed the options to Lakeside Plaza, ELC's current location, and Crown Center, just west of the current location. Committee members conducted site visits of both locations on May 1 st . The Committee has recommended that draft leases from both properties be obtained for comparison purposes, with recommendations to be brought to the full Board after a review of terms and costs have been completed.	
New Business	There was no new business.	
Matters from the Chair	There were no matters from the Chair.	
Public Comment	There was no public comment.	
Next Meeting Date	June 7, 2018 @ 3 p.m.	
Adjourn	The meeting adjourned at 4:17 PM.	

These minutes contain the action items of the meeting of the Board of the Early Learning Coalition. They do not include all Board discussion 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 Board will be taken prior to approval at the next meeting.

Submitted by: , Secretary