



APPROVED AT BOARD MEETING ON MAY 10, 2021

Early Learning Coalition of Broward County, Inc.

Board Meeting Minutes

April 12, 2021 at 12:00 PM

Virtual Meeting

Members in Attendance	Laurie Sallarulo; Michael Asseff; Dawn Liberta; Cindy Arenberg-Seltzer; Ellie Schrot; Monica King; Beverley Batson; Cara Cerchione; Zachary Talbot; Twan Russell; Amoy Reid; Renee Podolsky; Laurie Rich Levinson; Khalil Zeinieh
Members Absent	William Karp; Carol Hylton; Angela Iudica; Richard Campillo
Staff in Attendance	Renee Jaffe, CEO; Hubert Cesar, CIO; Howard Bakalar, CPO; Judith Merritt, COO, Allison Metsch, Sr. Director of Education & Quality; Elsy Silvestre, Executive Assistant; Pablo Calvo, Director of Community Engagement; Keisha Dunn-Pettis, Sr. Director of Family Services and Provider Relations; Reiner Potts, Financial Analyst; Amy Ungor, Director of Provider Relations; Andrew Soto, Reimbursement Specialist; Adriana Ferruzola, Training Manager; Sandra Paul, Sr. Director of Provider Reimbursement
Others in Attendance	Jacob Jackson, General Counsel;

Item	Action/Discussion
Welcome & Call to Order	First Vice Chair, Dawn Liberta called the meeting to order at 12:07 PM. Roll was called and a quorum was established.
Chair Report	Board Chair thanked the team for putting together a wonderful conference on Saturday, April 10. She commended the team for doing this virtual conference.
Mission Moment	CIO, Hubert Cesar provided a demonstration of the CRM. It is used for customer relationship management, to analyze business processes/workflow and helps us streamline processes. CRM is a one stop shop application. The providers have used it to apply for CARES grants. We have created 10+ modules so far and will continue to rollout additional components over the next few years.
CEO Report	<p>CEO spoke about some last minute updates that were not included in the CEO Report. There was an Executive Order that waives the SR 5% administration cap provided the overage was emergency and/or COVID-19 related. They also reduced the summer VPK required hours from 300 hours to 200 hours. Also, providers will get paid for absences above the current allowable cap. VPK providers will be reimbursed for those absences due to COVID for January through March first and then April to June later in the fiscal year.</p> <p>We are still waiting for approval on federal funding for a \$635M relief fund through CRRSAA and \$2B in American Rescue Plan.</p> <p>We are halfway through legislative session. The early learning bills have moved through nicely and we are waiting to see what happens going forward. There was an amendment for house bill 419 to change timelines.</p>

	<p>A federal update: In the proposed American Jobs Plan there is \$2Trillion and \$25B marked for childcare facilities.</p> <p>We are doing strategic planning and have two meetings coming up with the Ad-Hoc Strategic Plan committee. This year we are keeping the “if needed” board meeting date in May specifically to review the strategic plan.</p>
<p>Consent Agenda</p> <ul style="list-style-type: none"> a. B214CA1 - Approve February 17, 2021 Meeting minutes b. B214CA2 - Approve Amendment to Auditors Scope of Work 	<p>A Motion was made by Cindy Arenberg Seltzer to approve the Consent Agenda. Seconded by Monica King. Unanimously approved. Motion Passes.</p>

<p>d. B214FIN4 – Approve FY22 Operating Expense Procurements over \$35K</p>	<p>A Motion was made by Finance Committee to approve Budget FY21 Amendment FY21 amendment #4. Motion Approved. Motion Passed.</p> <p>Abstentions: Board Members Beverley Batson and Cara Cerchione both abstained from voting due to voting conflict.</p> <p>Beverley Batson stated that she has a conflict to vote on action statement B214FIN3 – Approve budget FY21 Amendment #4 due to special gains or loss as she is a childcare provider.</p> <p>Cara Cerchione stated that she has a conflict to vote on action statement B214FIN3– Approve budget FY21 Amendment #4 due to special gains or loss as she is a childcare provider.</p> <p>Approve FY22 Operating Expense Procurements over \$35k</p> <p>Fiscal policies require Board approval for all individual expenditures in excess of \$35k each fiscal year. ELC staff requests authority to proceed with the vendor procurements listed in the packet.</p> <p>A Motion was made by Finance Committee to approve request to initiate FY22 Operating Expense Procurements over \$35k. Unanimously Approved. Motion Passed.</p>
<p>Governance Committee</p>	<p>No Updates</p>
<p>Program Review Committee</p>	<p>Committee Chair stated that at the last Program Review Committee there was a great discussion regarding reading, as well as the State relieving the burden of CLASS observations.</p>
<p>Nominating Committee</p> <p>B211NOM1 - Approve New Private Business Sector Board Members</p>	<p>Approve New Private Business Sector Board Members</p> <p>Nominating Committee Chair, Michael Asseff provided the board with the process to select private business sector board members. There were 7 candidates, all resumes were reviewed at April 1, 2021 Nominating Committee Meeting.</p> <p>ELC staff found some really strong candidates and brought to the Nominating Committee two candidates. Kristina West of PNC Bank and Kirk Englehardt of Broward Community Foundation. The Nominating Committee interviewed both candidates on April 6 and it was recommended that the Board approve both candidates.</p> <p>A Motion was made by the Nominating Committee to approve Kristina West as a new private business sector board member. Unanimously Approved. Motion Passed.</p> <p>A Motion was made by Nominating Committee to approve Kirk Englehardt as a new private business sector board member. Unanimously Approved. Motion Passed.</p>

Audit Committee	No Updates
Provider Representative Update	Provider Representative Cara mentioned that the providers appreciate all of the work being done for provider rate increases and that she has been speaking with Renee and Howard about concerns in the provider community and thanked them for their efforts in helping out the provider community.
NEW BUSINESS	There was no discussion.
MATTERS FROM CHAIR	There was no discussion.
MATTERS FROM COMMITTEES	There was no discussion.
PUBLIC COMMENT	There was no discussion.
NEXT MEETING DATE	May 10, 2021 at 12:00PM
ADJOURN	Meeting adjourned by Dawn Liberta at 1:25pm PM

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.

