



Early Learning Coalition of Broward County, Inc.
FINANCE Committee Meeting Agenda – March 29, 2022 –1:30 pm

Virtual Meeting

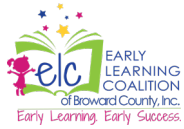
Meeting ID: 873 0049 1888 Passcode: 093552

Zoom Meeting Access: <https://us06web.zoom.us/j/87300491888?pwd=Z0tHTHdmWjVqTENwWVNtdTFOUnZuZz09>

Members are reminded of conflict-of-interest provisions. In declaring a conflict, please refrain from voting or discussion and declare the following information: 1) Your name and position on the Board, 2) The nature of the conflict and 3) Who will gain or lose as a result of the conflict. Please also fill out form 8B prior to the meeting.

		PAGE	
I.	Call to Order		Cindy Arenberg-Seltzer, Finance Chair
II.	Roll Call		Melody Martinez, Executive Assistant
III.	Finance Committee Consent Agenda a. Approve February 1, 2022, Finance Committee meeting minutes	2	Cindy Arenberg-Seltzer, Finance Chair
IV.	Finance Committee Regular Business a. FIN225RB1 – Approve Interim Financials b. FIN225RB2 – Approve Proposed Purchase over \$35,000	5 16	Cindy Arenberg-Seltzer, Finance Chair Christine Klima, CAO
VII.	FYI • FYI-1 Cash Disbursements January 2022 • FYI-2 Cash Disbursements February 2022 • FYI-3 Match Funding Raising Chart • FYI-4 Exec/Finance Attendance Chart	18 19 20 21	
VIII.	Unfinished Business New Business Matters from the Board Matters from the CEO Matters from our Partners Public Comment Next Finance Committee: May 24, 2022 @ 1:30 PM Adjourn		

Please Note: Agenda subject to revisions and additions per the discretion of the Chair of the Coalition. Notification will be sent of any such revisions or additions.
Members of the Public: Please sign up at the entry desk for public comments to be made on particular agenda items no later than five minutes after the Coalition meeting has been called to order.



Early Learning Coalition of Broward County, Inc.
Finance Committee Meeting Minutes
February 1, 2022, at 1:30 pm
 Virtual Meeting

Members in Attendance	Renee Podolsky; Twan Russell; Zachary Talbot; Khalil Zeinieh; Dawn Liberta
Members Absent	Cindy Arenberg-Seltzer; Laurie Sallarulo
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Hubert Cesar, CIO; Howard Bakalar, CPO; Judith Merritt, COO, Reiner Potts, Financial Analyst; Stephanie Landreville, Controller; Allison Metsch, Director of Education & Quality Initiatives; Lizbeth Juan, Executive Assistant to the CEO; Melody Martinez, Board Liaison; Pablo Calvo, Community Engagement Director, Samantha Dempsey, Accountant; Elsy Silvestre, Contract Administrator; Jackie Hudson, Accountant
Others in Attendance	Jacob Jackson, General Counsel; Richard Campillo; Michael Asseff; Monica King

Item	Action/Discussion
Welcome & Call to Order	In the absence of the Chair Cindy Arenberg Seltzer, Board member Khalil Zeinieh, Acting Finance Chair called the Finance Committee to order at 1:32 pm. Roll was called, and a quorum was established.
CONSENT AGENDA a. Approve December 7, 2021, Finance Committee meeting minutes	There was a Motion to move the Consent Agenda by Dawn Liberta and Seconded by Renee Podolsky. Unanimously approved. Motion Passes.
REGULAR BUSINESS: a. FIN224RB1 Approve December 2021 Interim Financials	<p>Acting Chair welcomed everyone to the Finance Committee.</p> <p>CAO spoke about the Interim Financial Statements for the 6-month period ending December 31, 2021, some highlights are following:</p> <p>School readiness slots are on high enrollment. We anticipate that new enrollments will overcome most of this as high numbers of newly enrolled children continue to come online as the waitlist clears. Staff currently project a year end surplus of approximately \$2 million, or 2.5% of the total School Readiness eligibility pool. We have some proposal out on how to take up projected \$2 million surplus.</p> <p>First choice for the extra \$2 million is to try and apply an additional rate increase, to be addressed later in packet. If that doesn't work out, then we do something similar to last year and provide grants to providers in the 4th quarter.</p> <p>Reason for \$2 million surplus is because of decline in referrals for mandated care from</p>

<p>b. FIN224RB2 Approve FY 2022 Budget Amendment #4</p> <p>c. 24RB3 Approve Proposed Provider Reimbursement Rate Increase</p>	<p>Child Net and CareerSource</p> <p>Acting Chair, Khalil Zeinieh, asked if ChildNet keeps track of numbers in their care? It would make sense if there was marked decline of the number of young people in their care. Howard replied that there is a decline.</p> <p>Khalil suggested that it might be helpful to have a chart from ChildNet and CareerSource of their enrollments during this time. They should look similar in terms of the decline.</p> <p>CEO said that is something we have discussed and are looking into reaching out to all of our referral’s agency to get an idea of whether our decline matches theirs.</p> <p>There was a Motion to Approve the December 2021 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant by Dawn Liberta and Seconded by Renee Podolsky. Unanimously approved. Motion Passes.</p> <p><u>Approve Budget FY2022 Amendment #4</u></p> <p>First allocation of ARPA funds from DEL expected to be awarded on Feb 9, 2022. Guidance as to how these funds may be used is still to come, but DEL has earmarked \$59,864,965 for grants to providers, and \$2,993,248 for program support and administration of the funds.</p> <p>There was a Motion to Approve FY2022 Budget Amendment #4 by Dawn Liberta and Seconded by Zachary Talbot. Unanimously approved. Motion Passes.</p> <p><u>Proposed Provider Reimbursement Rate Increase</u></p> <p>Staff recommends that the Committee empower staff to negotiate the highest sustainable increase that DEL will approve with the earliest available effective date.</p> <p>There was a Motion to Approve the Maximum Sustainable Increase to the Coalition’s Maximum Reimbursement Rate that DEL will approve Effective March 1, 2022, or on the soonest date available following DEL approval by Zachary Talbot and Seconded by Dawn Liberta. Unanimously approved. Motion Passes.</p>
<p>NEW BUSINESS</p>	<p>There was no discussion.</p>
<p>MATTERS FROM CHAIR</p>	<p>There was no discussion</p>
<p>MATTERS FROM COMMITTEES</p>	<p>There was no discussion.</p>
<p>PUBLIC COMMENT</p>	<p>There was no comment.</p>

NEXT MEETING DATE	March 29, 2022, at 1:30 PM
ADJOURN	Khalil Zeinieh, Acting Finance Chair motioned to adjourn the meeting at 2:11 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.

ITEM#/MEETING	FIN225RB1 / FINANCE COMMITTEE
MEETING DATE:	March 29, 2022
SUBJECT:	February 2022 Interim Financial Statements
FOR ACTION:	YES
RECOMMENDED ACTION:	Approve February 2022 Interim Financial Statements, Pending Approval of an Annual Audit Performed by a Qualified Independent Certified Public Accountant
FINANCIAL IMPACT:	None
AS RECOMMENDED	N/A

The Interim Financial Statements for the eight-month period ending February 28, 2022 are attached for review. Financial Highlights are as follows:

Overall

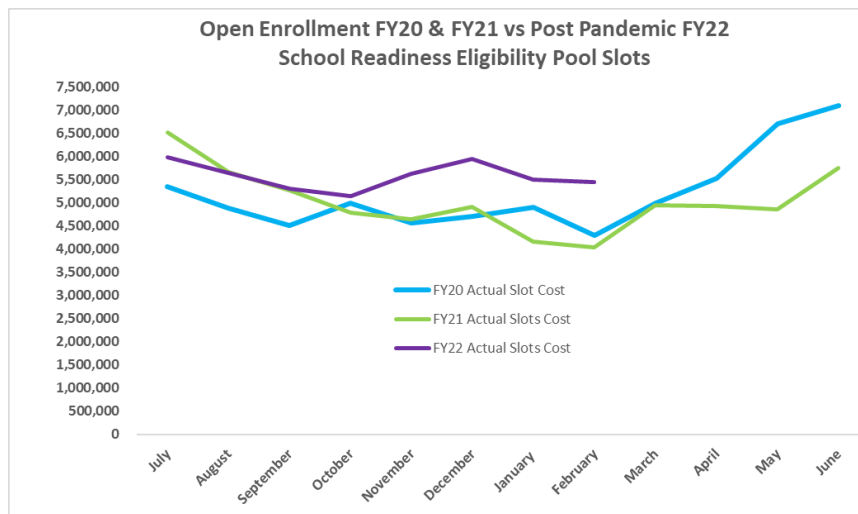
Total expenditures were 13% below the 67% target during December due to the combined impact of the expenditure rates in the following key categories:

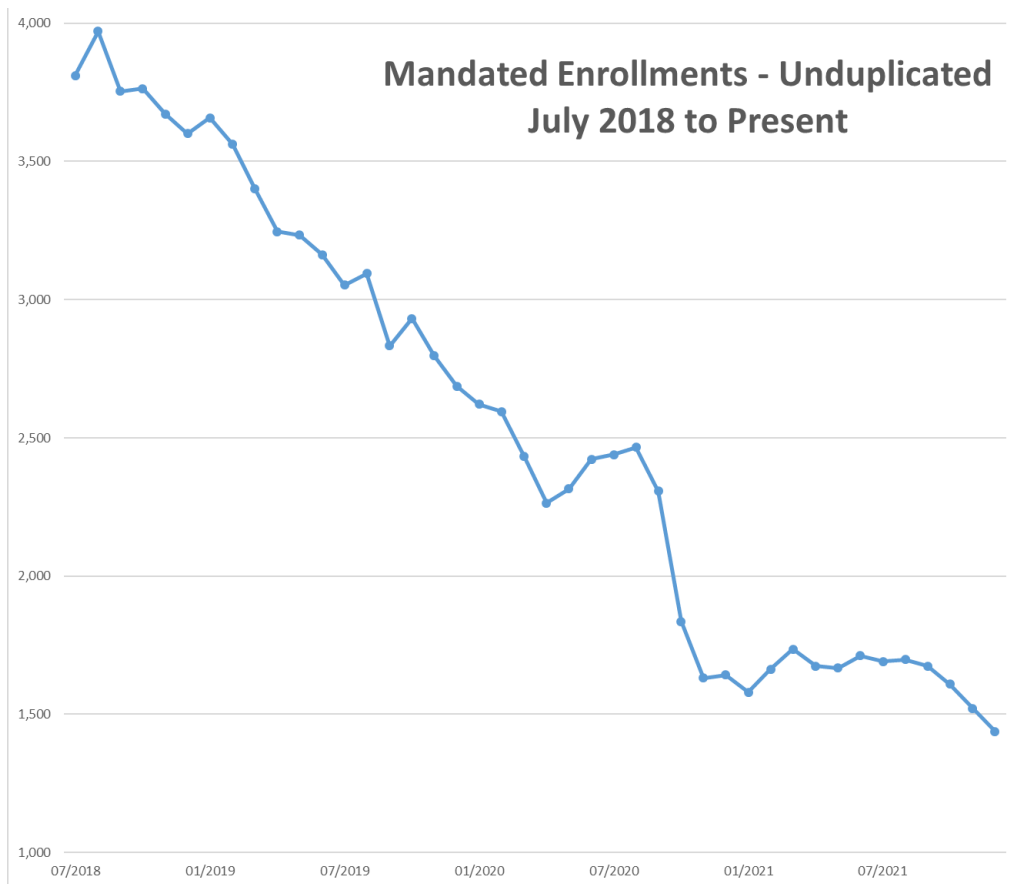
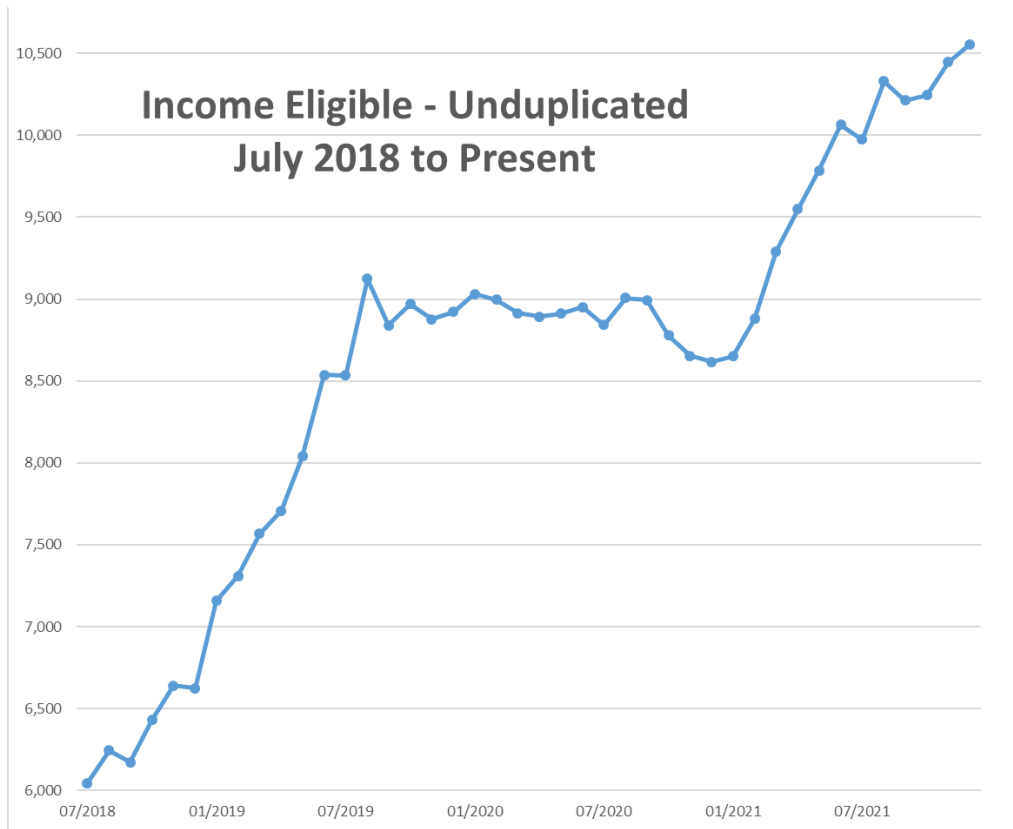
- 63% School Readiness Funding Pool
- 55% VPK Expenditures
- 74% CRRSA Federal Stimulus
- 0% ARPA Federal Stimulus (New Allocation)
- 38% Other Funds

School Readiness

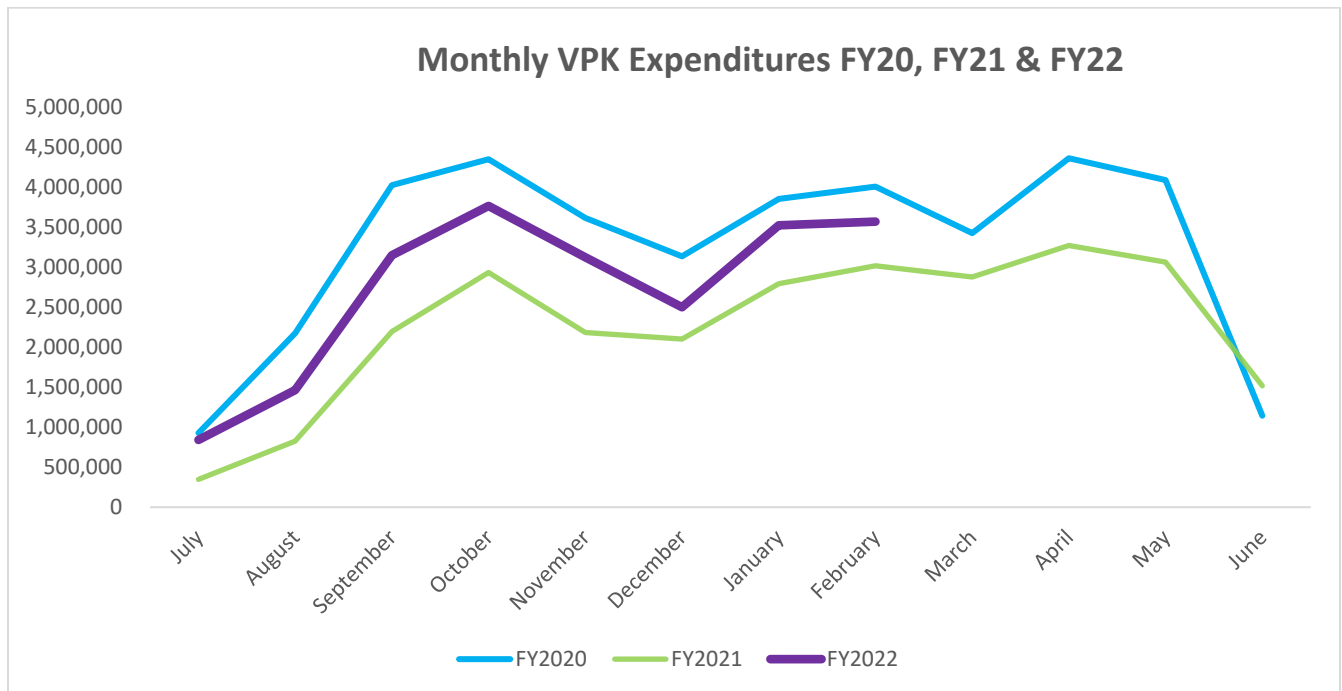
School Readiness slot expenditures continued to reflect high enrollment as a vigorous effort to call families from the waitlist moved closer to the goal of eliminating waiting times for the first time in the Coalition’s history after DEL issued sufficient funding to do so in October. Child Care slots accounted for 84% of all School Readiness year-to-date costs, which was 2% higher than the 82% budget target and 4% higher than required by DEL.

While enrollments and expenditures have continued to grow throughout the year compared to prior years, the pace has been dampened by a 25% average attrition rate at redetermination and a steady decline in referrals for mandated care from Child Welfare agencies and CareerSource throughout the year. However, a recently approved Coalition proposal to bring provider reimbursement rates for non-school aged children to the 75th percentile of the most recent market rate survey (another first in the history of the Coalition) is projected to fully absorb the potential surplus that was originally projected for FY2022. While FY23 currently shows a small deficit at year end with the new rates, the amount is within a normal margin of error for the total funding pool and the actual allocation for the funding pool will likely increase over the coming months. See attached utilization projection for more information.





VPK Program expenditures remain approximately 12% below the 67% target that would be expected at this stage during a normal year due to the lingering impact of the pandemic which led to lower than normal actual enrollments at the start of the school year. The pace of applications for next school year indicates that enrollments for FY2023 are likely to return to normal. VPK is funded by DEL to match actual usage each year and allocations are determined for each county by the State based on demographic analysis at an annual Statewide estimating conference.



CRRSA and ARPA Federal Stimulus Expenditures

Since November 2021 ELC issued more than \$21 million in CRRSA Federal Stimulus Grants to Providers from a \$25 million allocation received at the end of October (84%). Staff will continue to process applications for this allocation until June 30, 2022.

On March 24, 2022, ELC issued the first installment (approximately \$7.6 million) in a series of Provider stabilization grants under the ARP Federal Stimulus program from a \$60 million total allocation received in February 2022. To date, approximately 50% of Broward’s eligible providers have completed the ARPA application process and grants are being issued in three installments on a rolling basis as the applications are approved. Individual grant amounts range from \$12,000 up to \$290,000, depending on a variety of factors including program size, school readiness participation, participation in workforce incentive activities, and CLASS scores, among other things. The program is open for applications from all providers in Broward County that meet DEL’s eligibility criteria, whether or not they have a contract with ELC.

Federal Stimulus Funds are restricted by DEL to specific expenditures and approved activities. Any funds remaining at year end will revert to the State. However, DEL has indicated that reverted funds will be re-allocated to the Coalitions in the upcoming fiscal year to continue program activities until the funds are fully expended State wide.

Summary:

Staff recommend that the Finance Committee approve the February 2022 interim financial statements.

Supporting Documents:

- February 2022 Interim Financial Statements
- February 2022 Utilization Projection



Early Learning Coalition of Broward County, Inc.

INTERIM FINANCIAL STATEMENTS

FISCAL YEAR 2021-2022

For The Eight Months Ended February 28, 2022

Submitted to the Finance Committee

March 29, 2022

Early Learning Coalition of Broward County, Inc.
FY 2021-2022 Statement of Financial Position
As of February 28, 2022

	February 28, 2022	February 28, 2021
Assets:		
Cash	\$ 1,657,659	\$ 3,064,076
Grants Receivable	52,431,513	16,590,237
Accounts Receivable	1,072,397	1,046,351
Due From Providers	605,961	2,651,274
Prepaid Expense	245,569	192,200
Fixed Assets	13,262	17,178
Total Assets	\$ 56,026,361	\$ 23,561,316
 Liabilities:		
Accounts Payable	\$ 667,425	\$ 268,409
Salary & Benefits Payable	18,030	21,523
Compensated Absences	394,749	303,467
Rent Abatement	201,452	162,982
Due to Providers	8,878,858	7,746,352
Due to Other Agencies	1,346,792	2,673,017
Deferred Revenue	44,189,098	12,141,616
Total Liabilities	\$ 55,696,403	\$ 23,317,367
 Net Assets		
Unrestricted	329,958	243,949
Total Net Assets	329,958	243,949
 Total Liabilities and Net Assets	\$ 56,026,361	\$ 23,561,316

Early Learning Coalition of Broward County, Inc.
FY 2021-2022 Statement of Activities
For The Month Ending February 28, 2022

	Feb 2022	FY 2022	FY 2021
	Actual	YTD Actual	YTD Actual
Revenue			
DEL School Readiness	\$ 5,656,480	\$ 45,431,389	\$ 39,694,901
DEL School Readiness Match Pool	460,335	3,603,249	2,377,861
DEL Preschool Development Grant	52	137,752	593,371
DEL-CARES/CRRSA Pandemic Relief	37	21,296,996	17,815,700
DEL - Voluntary Pre-K	3,561,685	21,900,260	16,377,662
CSC - Income Eligible	215,997	2,274,996	2,480,399
CSC - Vulnerable Populations	174,618	1,425,606	1,342,618
Broward County- Match	139,853	1,336,827	1,184,165
Broward County - Special Needs	8,192	120,295	213,160
Univ of Florida Lastinger Ctr	-	31,690	23,740
Local Match: United Way & Cities	62,689	343,026	311,604
BECE & Misc	970	3,060	286,543
Total Revenue	\$ 10,280,908	\$ 97,905,148	\$ 82,701,724
Expenses			
Child Care Slots and Incentives:			
DEL School Readiness	\$ 4,622,229	\$ 37,470,579	\$ 33,900,890
DEL School Readiness Match Pool	460,335	3,603,249	2,377,745
DEL-CARES/CRRSA Pandemic Relief	-	13,230	11,190,209
DEL - Voluntary Pre-K	3,412,385	20,963,445	15,626,281
CSC - Income Eligible	187,153	2,055,728	2,227,504
CSC - Vulnerable Populations	154,978	1,297,656	1,098,668
Broward County- Income Eligible	124,314	1,188,291	1,052,591
Broward County - Special Needs	7,281	106,929	189,475
Local Match: United Way & Cities	62,688	343,030	319,621
BECE & Misc	250	250	206,000
Stipends and Grants to Providers	32,866	21,434,703	5,688,743
Total Child Care Slots and Incentives	\$ 9,064,480	\$ 88,477,091	\$ 73,877,729
Sub Recipient Expense			
School Board of Broward County	\$ -	\$ -	\$ 1,192,800
Nova Southeastern University	-	-	-
Children's Forum	8,951	64,956	50,986
211 Broward	33,438	290,536	300,715
Total Sub Recipient Expense	\$ 42,388	\$ 355,493	\$ 1,544,501
ELC Expense			
Salaries & Benefits	\$ 964,736	\$ 7,619,291	\$ 6,416,651
Attorneys	2,467	34,752	36,556
Auditors	5,500	36,500	28,250
Temporary Staff	1,550	19,110	-
Consultants	44,806	349,081	66,707
Staff & Board Travel	6,806	40,594	3,140
Insurance	3,740	30,147	22,142
Office Rent & Maintenance	42,802	334,799	309,692
Office Machines & Storage	513	4,307	7,346
Software Licenses	18,185	151,438	134,618
Internet, Email, Website, Phones	54,051	156,730	71,161
Cell Phones	4,361	30,645	37,912
Sponsorships & Memberships	1,846	26,858	8,736
Books for Kids	-	14,760	1,790
Other Operating Costs	17,545	174,597	90,881
Computer Equipment & Software	6,207	36,087	48,429
Furniture & Fixtures	-	675	8,548
Total ELC Expense	\$ 1,175,115	\$ 9,060,371	\$ 7,292,559
Total Expenses	\$ 10,281,983	\$ 97,892,954	\$ 82,714,789
Change in net assets	\$ (1,076)	\$ 12,193	\$ (13,065)
Net assets, beginning of year		317,763	321,556
Net assets, end of the period		\$ 329,957	\$ 308,491

Early Learning Coalition of Broward County, Inc.
FY 2021-2022 Annual Budget to Actual by Month
For The Period Ending February 28, 2022
Detail

	FY 2022 Budget	YTD Actual	Balance	% of Budget	Notes
Revenue:					
DEL School Readiness	\$ 74,791,942	\$ 45,431,389	\$ 29,360,553	61%	Rate Increase eff Mar 1 will fully utilize
DEL School Readiness Match Funds	5,380,330	3,603,249	1,777,081	67%	
DEL Preschool Development Grant	583,513	137,752	445,761	24%	No cost extension expected to Dec 2022
DEL-CARES/CRRSA Pandemic Relief	28,662,649	21,296,996	7,365,653	74%	CRRSA grants issued November
DEL-ARPA Pandemic Relief	62,585,213	-	62,585,213	0%	Expenditures Begin in March
DEL - Voluntary Pre-K	40,113,923	21,900,260	18,213,663	55%	Lower than Normal due to Pandemic
CSC - Income Eligible	4,594,530	2,274,996	2,319,534	50%	Balance will be deferred to FY23 1st Qtr
CSC - Vulnerable Populations	2,968,621	1,425,606	1,543,015	48%	Balance will be deferred to FY23 1st Qtr
Broward County- SR Match	1,896,249	1,336,827	559,422	70%	
Broward County - Special Needs	559,084	120,295	438,789	22%	Balance will be shifted to BC Match
Univ of Florida Lastinger Ctr	35,000	31,690	3,310	91%	Intermittent Expenditures
SR Local Match: United Way & Cities	500,000	343,026	156,974	69%	
BECE & Miscellaneous	50,000	3,060	46,940	6%	
Total Revenue	\$ 222,721,054	\$ 97,905,148	\$ 124,815,906	44%	
Expense					
Child Care Slots and Incentives					
DEL School Readiness	\$ 60,770,917	\$ 37,470,829	\$ 23,300,088	62%	SR + Match 84% of Total Expenditures (78% Required)
DEL School Readiness Match	5,380,330	3,603,249	1,777,081	67%	
DEL-CARES/CRRSA Pandemic Relief	128,086	13,230	114,856	10%	Restricted to VPK Closure Costs
DEL - Voluntary Pre-K	38,571,079	20,963,445	17,607,635	54%	Lower than normal due to Pandemic
CSC - Income Eligible	4,135,077	2,055,728	2,079,349	50%	Balance will be deferred to FY23 1st Qtr
CSC - Vulnerable Populations	2,671,759	1,297,656	1,374,103	49%	Balance will be deferred to FY23 1st Qtr
Broward County- SR Match	1,685,555	1,188,291	497,264	70%	
Broward County - Special Needs	496,963	106,929	390,034	22%	Balance will be shifted to BC Match
Municipalities-SR Local Match	500,000	343,030	156,970	69%	
Grants and Stipends	87,595,574	21,434,703	66,160,871	24%	ARPA Grants Begin in March
Placeholder: Restricted Allocations	3,350,118	-	3,350,118	0%	ARPA prgm support, ext to FY23 Expected
Total Child Care Slots and Incentives	\$ 205,285,459	\$ 88,477,091	\$ 116,808,368	43%	
Sub Recipient Expense					
Children's Forum	139,212	64,956	74,256	47%	Invoices Pending
Nova Southeastern University	175,000	-	175,000	0%	Invoices Pending
211 Broward	462,000	290,536	171,464	63%	
Total Sub Recipient Expense	\$ 776,212	\$ 355,493	\$ 420,719	46%	
ELC Expense					
Salaries & Benefits	\$ 13,002,564	\$ 7,619,291	\$ 5,383,273	59%	
Attorneys	99,000	34,752	64,248	35%	RFQ in progress
Auditors	42,500	36,500	6,000	86%	Intermittent Expenditures
Temporary Staff	50,000	19,110	30,890	38%	Intermittent Expenditures
Consultants	971,479	349,081	622,398	36%	CLASS, Outreach Campaigns ramping up
Staff & Board Travel & Training	75,000	40,594	34,406	54%	
Insurance	42,418	30,147	12,271	71%	Workers' Comp Audit Premium Change
Office Rent & Maintenance	468,769	334,799	133,971	71%	Shared Costs Pro Rata Adjustment
Office Machines & Storage	10,085	4,307	5,778	43%	Storage cost declining
Software Licenses	230,154	151,438	78,716	66%	
Internet, Email, Website, Phones	119,954	156,730	(36,776)	131%	Phone, Email Server Vendor Transitions
Cell Phones	50,000	30,645	19,355	61%	
Sponsorships & Memberships	59,115	26,858	32,257	45%	Intermittent Expenditures
Books for Kids	650,000	14,760	635,240	2%	Bookworms Expenditures in 4th Qtr
Other Operating Costs	281,308	174,597	106,711	62%	
Computer Equipment & Software	58,916	36,087	22,829	61%	
Furniture & Fixtures	11,542	675	10,867	6%	Intermittent Expenditures
Unallocated (Budget Only)	436,580	-	436,580	0%	
Total ELC Expense	\$ 16,659,383	\$ 9,060,371	\$ 7,599,012	54%	
Total Non-Slot Expense	\$ 17,435,595	\$ 9,415,864	\$ 8,019,732	54%	
Total Expense	\$ 222,721,054	\$ 97,892,954	\$ 124,828,100	44%	

Early Learning Coalition of Broward County, Inc.
FY 2021-2022 Annual Budget to Actual YTD
For The Period Ending February 28, 2022
Summary

	FY 2022 Budget	YTD Actual	Balance	% of Budget	Notes
Revenue:					
DEL School Readiness	\$ 74,791,942	\$ 45,431,389	\$ 29,360,553	61%	Rate Increase eff Mar 1 will fully utilize
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Broward County- SR Match	1,896,249	1,336,827	559,422	70%	
Broward County - Special Needs	559,084	120,295	438,789	22%	Balance will be shifted to BC Match
DCF Entrant	-	-	-	0%	
SR Local Match: United Way & Cities	500,000	343,026	156,974	69%	
BECE & Miscellaneous	50,000	3,060	46,940	6%	
Total Revenue	\$ 222,721,054	\$ 97,905,148	\$ 124,815,906	44%	
Expense					
Child Care Slots and Incentives					
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Total Child Care Slots and Incentives	\$ 205,285,459	\$ 88,477,091	\$ 116,808,368	43%	
Program Expense					
Children's Forum	107,712	56,749	50,963	53%	Invoices Lag 1-2 months behind
Nova Southeastern University	175,000		175,000	0%	Invoices Pending
211 Broward	337,000	206,927	130,073	61%	
Eligibility, Payments & CCR&R	7,416,980	4,694,114	2,722,866	63%	
Quality & Education	4,693,120	1,955,829	2,737,291	42%	Bookworms, Outreach & CLASS pending
Total Program Expense	\$ 12,729,812	\$ 6,913,620	\$ 5,816,192	54%	
Administrative Expense					
Children's Forum	31,500	8,207	23,293	26%	Invoices Lag 1-2 months behind
211 Broward	125,000	83,610	41,390	67%	
ELC Administration	4,549,283	2,410,428	2,138,856	53%	2.5% of Revenues (ELC Only)
Total Administrative Expense	\$ 4,705,783	\$ 2,502,244	\$ 2,203,539	53%	2.6% of Revenues (All Admin)
Total Expenses	\$ 222,721,054	\$ 97,892,954	\$ 124,828,100	44%	

SCHOOL READINESS 2 YEAR UTILIZATION FY 2021 -2022

New Enrollments from Waitlist:

Enrollment based on zero waiting time
eff April 1, 2022

Funding Changes:

SR Waitlist Allocation: + \$16M
DEL SR Rate Incr. Allocation: + \$6.6M
CSC Income Eligible Fund Deferred to FY23 as needed

Assumptions:

Daily Average Cost forecast reflects current actual trends.
Rate Increases effective 7/1/21 & 3/1/22



Fiscal Year 2020-21

Act or Proj	Month	Days of Care	Percent Days Used	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness	Children's Services Council	Total Slots	Match	Net Billable
A	Jul-20	23	101%	11,173	-145	\$25.29	6,347,721	152,458	6,500,180	(43,871)	6,456,309
A	Aug-20	21	93%	11,345	+172	\$23.37	5,567,577	-	5,567,577	(48,565)	5,519,012
A	Sep-20	22	98%	10,923	-422	\$20.08	4,022,405	803,539	4,825,944	(50,627)	4,775,317
A	Oct-20	22	95%	10,557	-366	18.68	4,200,907	138,151	4,339,059	(40,649)	4,298,409
A	Nov-20	21	87%	10,070	-487	19.85	3,818,306	379,151	4,197,458	(47,479)	4,149,979
A	Dec-20	23	91%	10,099	+29	19.82	4,227,848	376,151	4,603,999	(38,641)	4,565,358
A	Jan-21	21	84%	10,007	-92	17.83	3,459,409	286,708	3,746,117	(28,079)	3,718,039
A	Feb-21	20	79%	10,251	+244	21.97	4,309,646	194,345	4,503,991	(33,513)	4,470,478
A	Mar-21	23	93%	10,893	+642	20.45	4,869,831	253,357	5,123,188	(41,995)	5,081,193
A	Apr-21	22	95%	11,063	+170	19.89	4,587,047	253,357	4,840,404	(52,575)	4,787,829
A	May-21	21	92%	11,257	+194	19.87	4,568,185	129,896	4,698,081	(34,779)	4,663,303
A	Jun-21	22	98%	11,653	+396	20.72	5,226,517	85,093	5,311,610	(47,191)	5,264,419
Average Enrollments (Baseline)				10,774						Projected Total	\$ 57,749,644
Increase to baseline FY21 over FY20				(579)						Budget	57,749,644
Increase to baseline FY21 over FY17				1,378	(FY17 Baseline= 9,396)					Surplus(Deficit)	\$ -
										CSC Carry-Over	\$ -
										Surplus(Deficit)	\$ -

Fiscal Year 2021-22

Act or Proj	Month	Days of Care	Percent Days Used	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness	Children's Services Council	Total Slots	Match	Net Billable
A	Jul-21	22	88%	11,467	-186	\$24.50	5,949,051	230,544	6,179,595	(43,029)	6,136,566
A	Aug-21	23	80%	11,806	+339	20.82	5,420,424	233,987	5,654,411	(35,188)	5,619,224
A	Sep-21	22	87%	11,680	-126	20.79	4,697,160	644,212	5,341,372	(35,198)	5,306,174
A	Oct-21	21	88%	11,652	-28	20.66	4,865,180	189,932	5,055,112	(39,627)	5,015,484
A	Nov-21	22	89%	11,755	+103	21.67	5,414,745	189,000	5,603,745	(35,185)	5,568,560
A	Dec-21	23	87%	11,895	+140	21.89	5,798,574	189,000	5,987,573	(40,269)	5,947,305
A	Jan-22	21	88%	12,153	+258	21.61	5,324,925	189,660	5,514,585	(35,712)	5,478,873
A	Feb-22	20	87%	12,465	+312	21.69	5,219,431	189,000	5,408,431	(34,964)	5,373,467
P	Mar-22	23	89%	12,674	+209	23.67	6,710,658	189,000	6,899,658	(43,558)	6,856,100
P	Apr-22	21	89%	12,811	+137	23.72	6,193,232	189,000	6,382,232	(39,770)	6,342,462
P	May-22	22	89%	12,948	+137	24.49	6,786,082	189,000	6,975,082	(44,056)	6,931,026
P	Jun-22	21	94%	13,085	+137	24.05	6,420,009	189,000	6,609,009	(37,456)	6,571,553
Average Enrollments (Baseline)				12,199						Projected Total	\$ 71,146,793
Increase to baseline FY22 over FY21				1,425						Budget	71,148,138
Increase to baseline FY22 over FY17				2,803	(FY17 Baseline= 9,396)					Surplus(Deficit)	\$ 1,344
										CSC Carry-Over	\$ -
										Surplus(Deficit)	\$ 1,344

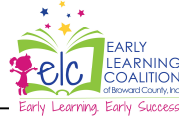
Fiscal Year 2022-23

Act or Proj	Month	Days of Care	Percent Days Used	Children Served	Children Served +/-	Ave Cost Per Day	School Readiness	Children's Services Council	Total Slots	Match	Net Billable
P	Jul-21	21	94%	12,585	-500	\$23.23	5,698,193	441,467	6,139,660	(37,781)	6,101,879
P	Aug-21	23	94%	12,610	+25	23.05	6,242,380	441,467	6,683,847	(41,380)	6,642,468
P	Sep-21	22	94%	12,635	+25	23.07	5,970,738	441,467	6,412,205	(39,581)	6,372,624
P	Oct-21	21	94%	12,660	+25	23.41	5,664,582	559,263	6,223,845	(37,781)	6,186,064
P	Nov-21	22	94%	12,685	+25	23.34	5,953,490	559,263	6,512,752	(39,581)	6,473,172
P	Dec-21	22	94%	12,710	+25	23.33	5,965,213	559,263	6,524,475	(39,581)	6,484,895
P	Jan-22	22	94%	12,735	+25	23.33	5,976,936	559,263	6,536,199	(39,581)	6,496,618
P	Feb-22	20	94%	12,760	+25	23.47	5,430,369	559,263	5,989,632	(35,982)	5,953,649
P	Mar-22	23	94%	12,785	+25	23.26	6,279,996	559,263	6,839,259	(41,380)	6,797,879
P	Apr-22	20	94%	12,810	+25	23.46	5,451,684	559,263	6,010,946	(35,982)	5,974,964
P	May-22	23	94%	12,835	+25	23.70	6,437,119	559,263	6,996,382	(42,213)	6,954,169
P	Jun-22	22	94%	12,860	+25	24.72	6,435,807	559,263	6,995,070	(42,771)	6,952,300
Average Enrollments (Baseline)				12,722						Projected Total	\$ 77,390,680
Increase to baseline FY23 over FY22				523						Budget	74,587,478
Increase to baseline FY22 over FY17				3,326	(FY17 Baseline= 9,396)					Surplus(Deficit)	\$ (2,803,202)
										CSC Carry-Over	\$ -
										Surplus(Deficit)	\$ (2,803,202)

SCHOOL READINESS UTILIZATION FY 2021-2022

Children Services Council Vulnerable Population Contract

Enroll per Mo: 39
 Transfer to Sr/ Mo. 23 Avg
 Age Out/Exit Care: 7 Avg
 Rate Incr Effective 7/1/21 & 3/1/22



Daily Average Cost forecast reflects current actual trends.
 All currently requested rate increases approved

Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day		Total Slots	Adjustments	Net Billable
A	Oct-20	22	197	-57	25.33		109,761		109,761
A	Nov-20	22	205	+8	21.85		98,552		98,552
A	Dec-20	21	185	-20	25.31		98,332		98,332
A	Jan-21	23	148	-37	22.93		78,062		78,062
A	Feb-21	20	162	+14	27.90		90,404		90,404
A	Mar-21	22	157	-5	27.62		95,413		95,413
A	Apr-21	21	168	+11	28.82		101,673		101,673
A	May-21	23	203	+35	25.12		117,272		117,272
A	Jun-21	21	231	+28	29.15		141,411		141,411
Projected Total									\$ 930,879
FY21 CSC Contract Year Bud									\$ 2,712,049
Surplus(Deficit) End of ELC FY21									\$ 1,781,170
A	Jul-21	22	251	+20	28.88		159,452		159,452
A	Aug-21	21	275	+24	30.71		177,365		177,365
A	Sep-21	20	281	+6	31.22		175,445		175,445
Projected Total									\$ 512,262
FY21 CSC Contract Year Bud									\$ 904,016
Surplus(Deficit) ELC FY22 Quarter 1									\$ 391,754
Total Surplus(Deficit) Life of Contract									\$ 2,172,925
A	Oct-21	22	276	-5	27.74		168,431		168,431
A	Nov-21	22	274	-2	26.44		159,352		159,352
A	Dec-21	21	255	-19	30.62		163,954		163,954
Projected Total									\$ 491,737
FY21 CSC Contract Extension									\$ 2,172,925
Surplus(Deficit) ELC FY22 Quarter 2									\$ 1,681,188
Total Surplus(Deficit) Life of Contract									\$ 1,681,188
A	Jan-22	23	250	-5	26.18		150,542		150,542
A	Feb-22	20	263	+13	29.93		157,427		157,427
P	Mar-22	22	272	+9	30.01		179,580		179,580
P	Apr-22	21	284	+12	30.01		178,980		178,980
P	May-22	23	294	+10	30.01		202,928		202,928
P	Jun-22	21	307	+13	30.01		193,474		193,474
Projected Total									\$ 1,062,930
FY22 CSC Contract Year Bud									\$ 1,681,188
Surplus(Deficit) End of ELC FY22									\$ 618,258
P	Jul-22	22	317	+10	30.01		209,290		209,290
P	Aug-22	21	326	+9	31.44		215,232		215,232
P	Sep-22	20	337	+11	30.01		202,267		202,267
Projected Total									\$ 626,789
CSC Carryforward FY22 Extension									\$ 618,258
Surplus(Deficit) ELC FY23 Quarter 1									\$ (8,531)
P	Oct-22	22	344	+7	30.27		229,083		229,083
P	Nov-22	22	351	+7	30.27		233,745		233,745
P	Dec-22	21	358	+7	30.27		227,570		227,570
P	Jan-23	23	365	+7	31.27		262,512		262,512
P	Feb-23	20	372	+7	30.27		225,209		225,209
P	Mar-23	22	379	+7	30.27		252,391		252,391
P	Apr-23	21	386	+7	30.27		245,369		245,369
P	May-23	23	393	+7	30.27		273,611		273,611
P	Jun-23	21	400	+7	31.00		260,400		260,400
Projected Total									\$ 2,209,889
FY23 CSC Contract Year Bud									\$ 2,284,388
Surplus(Deficit) End of ELC FY22									\$ 74,498
P	Jul-23	22	408	+8	31.00		278,256		278,256
P	Aug-23	21	416	+8	33.95		296,608		296,608
P	Sep-23	20	424	+8	31.00		262,880		262,880
Projected Total									\$ 837,744
FY23 CSC Contract Year Bud									\$ 761,463
Surplus(Deficit) ELC FY23 Quarter 1									\$ (76,282)
Total Surplus(Deficit) Life of Contract									\$ (1,783)

SCHOOL READINESS UTILIZATION FY 2021-2022

Broward County Children Services Board Special Need Contract (COSPN)

New Enrollments from Waitlist:

Rate Incr Effective 7/1/21 & 3/1/22

Funding Changes:

FY21- \$350K Transferred to SubSized Contract

Assumptions:



Act or Proj	Month	Days of Care	Children Served	Children Served +/-	Ave Cost Per Day	Total Slots	Adjustments	Net Billable
A	Oct-20	22	41	-8	27.07	24,415		24,415
A	Nov-20	22	30	-11	31.22	20,603		20,603
A	Dec-20	21	30	+	28.65	18,047		18,047
A	Jan-21	23	25	-5	25.63	14,739		14,739
A	Feb-21	20	20	-5	32.94	13,175		13,175
A	Mar-21	22	22	+2	36.77	17,799		17,799
A	Apr-21	21	26	+4	37.15	20,283		20,283
A	May-21	23	25	-1	36.60	21,048		21,048
A	Jun-21	21	27	+2	37.56	21,297		21,297
							Projected Total	\$ 171,405
							FY21 SPN Contract Year Bud	\$ 206,455
							Surplus(Deficit) End of ELC FY21	\$ 35,050
A	Jul-21	22	28	+3	36.21	22,305		22,305
A	Aug-21	21	26	-2	29.26	15,978		15,978
A	Sep-21	20	20	-6	36.49	14,597		14,597
							Projected Total	\$ 52,880
							FY22SPN Contract Year Bud	\$ 68,818
							Surplus(Deficit) ELC Quarter 1 FY22	\$ 15,938
							Total Surplus(Deficit) Life of Contract	\$ 50,988
A	Oct-21	22	21	-5	32.70	15,108		15,108
A	Nov-21	22	20	-1	31.12	13,695		13,695
A	Dec-21	21	15	-5	33.30	10,489		10,489
A	Jan-22	23	12	-3	24.92	6,879		6,879
A	Feb-22	20	11	-1	33.10	7,281		7,281
P	Mar-22	22	14	+3	35.82	11,032		11,032
P	Apr-22	21	17	+3	35.82	12,787		12,787
P	May-22	23	20	+3	36.32	16,706		16,706
P	Jun-22	21	24	+4	36.82	18,556		18,556
							Projected Total	\$ 112,534
							FY22 SPN Contract Year Bud	\$ 436,558
							Surplus(Deficit) End of ELC FY22	\$ 324,024
P	Jul-22	22	31	+7	36.82	25,110		25,110
P	Aug-22	21	38	+7	38.57	30,780		30,780
P	Sep-22	20	45	+7	36.82	33,136		33,136
							Projected Total	\$ 89,025
							FY22 SPN Contract Year Bud	\$ 145,519
							Surplus(Deficit) ELC Quarter 1 FY23	\$ 56,494
							Total Surplus(Deficit) Life of Contract	\$ 380,518



ITEM#/MEETING	FIN225RB2 / FINANCE COMMITTEE
MEETING DATE:	March 29, 2022
SUBJECT:	Purchases over \$35,000
FOR ACTION:	YES
RECOMMENDED ACTION:	Approve FY22 Purchases over \$35,000
FINANCIAL IMPACT:	\$246,620 ESSER funds for SHI Corporation \$300,000 CRRSA funds for the Selected Vendor(s)
AS RECOMMENDED	NA

Background Information:

In accordance with ELC fiscal policy, the ELC Finance Committee reviews all purchases costing more than \$35,000 per fiscal year and recommends to the ELC whether to approve them, based on the ELC budget.

Current Status:

Staff Request approval for the following operating expense purchases over \$35,000:

- a. **\$ 246,620 SHI Corp Lenovo Tablets & Headphones to be Granted to VPK Classroom Providers (DEL ESSER Funds Restricted for this Purpose)**

The vendor was procured by DEL through a public procurement for the expressed purpose of Coalitions purchasing tablets and headphones for providers to support VPK programs in conducting CLASS child assessments under US Department of Education ESSER Program Funding. Broward will purchase 2,000 tablets with headphones and providers can pick them up at scheduled times after we receive the devices at our offices. Ownership of the tablets will be transferred to the providers and ELC will not be required to track them as inventory items after the transfer.

The U.S. Department of Education approved Florida’s American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER) plan on January 7, 2022 to equip classrooms and sustain the safe operation of schools, while equitably expanding opportunity for students who need it most, particularly those most impacted by the COVID-19 pandemic.

- b. **Up to \$300,000 for one or more communications vendor(s) to conduct comprehensive outreach campaigns to promote School Readiness, VPK, Quality, Workforce Support and other programs offered by the ELC within Broward County for an initial one-year term. The budget is inclusive of media buys.**

The vendor(s) is/are currently being selected through a public procurement (Invitation to Negotiate). By the time of the Finance Committee meeting, the evaluation committee for the ITN will have selected a vendor(s) for the award and their recommendation will be shared at the meeting. The campaigns will be funded by DEL CRRSA funds awarded to ELC in November 2021 that are restricted for this purpose. The budget allocation for this procurement was approved by the Board in December.

The Scope of work includes the following:

- a. Campaign to expand awareness of and enrollment in the Coalition’s flagship School Readiness Program.
- b. Campaign to promote the benefits of Florida’s free Voluntary Prekindergarten Services and expand the number of children enrolled for the upcoming program year.

- c. Attract participation in Coalition’s literacy & education services for Broward County children and families.
- d. Promote participation in the Coalition’s quality supports & services for childcare center staff.
- e. Promote the value of early care and education for positive child outcomes and promote the social and economic value of the early care and education profession in Broward County.
- f. Assist the Coalition in developing in-house communication and outreach expertise and infrastructure for the long term.

Recommendation:

Staff recommend that the Committee approve purchases (a) and (b) above for FY22

Supporting Documentation: None



FYI 1 – Cash Disbursements

In accordance with ELC Cash Disbursement Policy Approved September 12, 2019 cash disbursements issued by ELC in amounts greater than \$1,000 and less than \$35,000 are submitted to the ELC Board for review monthly.

Cash disbursement for January 2022

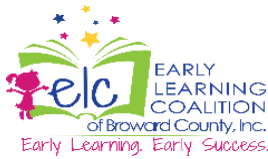
Vendor Name	Amount	Purpose
Adobe Systems Inc.	5,000.00	Adobe Sign Enterprise Annual License 1/11/22 - 1/10/23
ADP, Inc.	2,085.75	December 2021 Processing Charges for 12/11/21 & 12/25/21
Allison Golden	5,001.00	Mental Health Trainings (PDG) December 2021
Ann Marie Maceda-Calderon	2,450.00	CLASS Observations for December 2021
Bluejean Software, Inc.	2,650.00	Cloud Hosting & Maintenance & Support for Dec 2021
Business Card	1,019.82	PCard Ops purchases C. Klima (No Individual Items > \$1,000)
Carmen Nicholas	2,800.00	CLASS Observations for December 2021
Colonial Life & Accident Ins. Comp.	7,141.86	December 2021 Employee Health Benefits
Crown Castle Fiber, LLC.	1,050.00	Internet Services for 1/01/22 - 2/28/22
EA Comp. Resources, LLC.	11,550.00	Salary Survey Progressive Billing (2 of 3)
EA Comp. Resources, LLC.	11,550.00	Salary Survey Progressive Billing (3 of 3)
Evelyn Puerto	2,100.00	CLASS Observation for December 2021
Fort Laud. Crown Center, LLC.	33,801.63	January 2022 Rent Ste. 301
Guardian	11,457.76	February 2022 Employee Health Benefits
Guzide Aygun Yeakey	2,100.00	CLASS Observations for December 2021
The Journey Institute, Inc.	2,837.50	Mental Heal Trainings (PDG) December 2021
FirstDay Learning	28,800.00	Mental Health Trainings (PDG) December 2021
Humana Insurance Co.	1,154.59	February 2022 Employee Health Benefits
Indeed	3,961.88	December 2021 Job Postings
Jacob C. Jackson, P.A.	3,895.00	December 2021 Legal Services
Kimesha House	4,200.00	CLASS Observations for December 2021
Lianne Betancourt	3,850.00	CLASS Observations for December 2021
Malwarebytes	7,857.62	Malware Endpoint Protection 1/18/22 - 1/17/23
Maria Caro	2,800.00	CLASS Observations for December 2021
Maria Lopez	2,450.00	CLASS Observations for December 2021
Revation Systems, Inc.	7,253.14	December 2021 Phone Services
Revation Systems, Inc.	7,253.14	November 2021 Phone Services
The Children's Forum	8,948.70	November 2021 Phone Services
Lincoln National Life Ins. Co.	8,098.05	February 2022 Employee Health Benefits
Webauthor.com LLC	5,000.00	CRM Software License & Hosting January 2022
Yvette Veras	2,800.00	Class Observations for December 2021
Zoom Video Communications, Inc.	4,899.00	Webinar 1000 Annual & Standard Pro Annual 12/10/21-12/09/22

FYI 2 – Cash Disbursements

In accordance with ELC Cash Disbursement Policy Approved September 12, 2019 cash disbursements issued by ELC in amounts greater than \$1,000 and less than \$35,000 are submitted to the ELC Board for review monthly.

Cash disbursement for February 2022

Vendor Name	Amount	Purpose
Abila	10,639.00	MIP Database Training for Fiscal Team
ADP, Inc.	1,395.15	2021/Q4 Y/E INFO-TAX REPORTING, W-2'S
ADP, Inc.	2,055.51	January 2022 Processing Charges for 1/8/22 & 1/22/22
Ann Marie Maceda-Calderon	2,100.00	CLASS Observations for January 2022
Bluejean Software, Inc.	1,275.00	Cloud Hosting & Maintenance & Support for January 2022
Business Card	2,403.11	PCard Ops purchases C. Klima (No Individual Items > \$1K)
Business Card - Intermedia	4,081.15	Office 365 & Ancillary E-Services for January 2022
Business Card - Intermedia	7,404.00	Office 365 & Ancillary E-Services for February 2022
Business Card - Aatrix Software	1,716.78	1099 EFILE SERVICES (PROCESS, MAIL, & FILE) FOR 2021
Business Card - AT&T	4,361.08	Cell phone and data charges January 2022
Business Card - Intermedia	3,378.68	Office 365 & Ancillary E-Services for February 2022
Business Card - ONLC Training	1,495.00	OFFICE 365 ADMINISTRATOR CLASS for IT Staff
Colonial Life & Accident Insurance	4,761.24	January 2022 Employee Health Benefits
Colonial Life & Accident Insurance	4,761.24	February 2022 Employee Health Benefits
Crown Castle Fiber, LLC.	1,050.00	Internet Service for 2/01/22 -2/28/22
Evelyn Puerto	3,850.00	CLASS Observations for January 2022
Fort Lauderdale Crown Center, LLC.	33,801.63	February 2022 Rent Ste. 301
Guardian	11,675.08	March 2022 Employee Health Benefits
Guzide Aygun Yeakey	4,200.00	CLASS Observation for January 2022
Humana Insurance Co.	1,154.11	March 2022 Employee Health Benefits
Jacob C. Jackson, P.A.	3,363.00	January 2022 Legal Services
Keefe McCullough	9,000.00	FY21 Audit Progressive Billing January 2022
Kimesha House	5,950.00	CLASS Observations for January 2022
Museum of Discovery and Science	10,000.00	Sponsorship of Early Education STEM Mobile
Leboffe & Associates	8,000.00	Senior Team Retreat & Follow Up Coaching
Revation Systems, Inc.	7,253.14	January 2022 Phone Services
The Hartford	6,930.00	Worker's Comp Post Audit Premium Adjustment
The Lincoln National Life Insurance	7,982.86	March 2022 Employee Health Benefits
Webauthor.com LLC	5,000.00	CRM Software Licenses February 2022
Yvette Veras	2,800.00	CLASS Observations for January 2022



Match YTD Match Fundraising Report

Funder	Requested FY21/22	Status as of 3/24/2022
Coconut Creek	25,690	Recommended for Funding
Cooper City	-	No Funding Available
Coral Springs (Community Chest)	2,500	Recommended for Funding
Dania Beach	-	Not Funded
Davie	-	No Funding Available
Deerfield Beach	15,000	Recommended for Funding
Ft. Lauderdale	50,000	Recommended for Funding
Hallandale	10,000	Recommended for Funding
Hollywood	7,611	Recommended for Funding
Lauderdale By The Sea	2,000	Recommended for Funding
Lighthouse Point	1,000	Recommended for Funding
Lauderdale Lakes	-	No Funding Available
Lauderhill	-	Not Funded
Margate	1,000	Recommended for Funding
Miramar	5,000	Recommended for Funding
North Lauderdale	5,000	Recommended for Funding
Oakland Park	-	Not Funded
Parkland	3,000	Recommended for Funding
Pembroke Park (Town)	-	No Funding Available
Pembroke Pines	35,000	Recommended for Funding
Plantation	22,000	Recommended for Funding
Pompano Beach	40,000	Recommended for Funding
Tamarac	-	Not Funded
Sunrise	55,890	Recommended for Funding
Southwest Ranches	-	No Funding Available
West Park	-	No Funding Available
Weston	6,850	Recommended for Funding
Wilton Manors	-	No Funding Available
Total Municipalities (SR)	\$ 287,541	Total Requested FY21
United Way	130,000	Committed as of July 1, 2021
Child Care Providers	500,000	Committed as of July 1, 2021
Broward County	1,490,872	Committed as of July 1, 2021
CSC	2,939,423	Committed as of July 1, 2021
Total All Match	\$ 5,347,836	Total SR Match



Executive Finance Committee Attendance Chart FY 2021-2022

QUORUM # NEEDED: 5

Member	Position	Term Started	Term Exp	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
EXECUTIVE															
1	Laurie Sallarulo - CHAIR				V			P	V		ABS				
2	Dawn Liberta	Jun 2020	Jun 2023		V			V	V		V				
3	Twan Russell	Jun 2020	Jun 2023		V			V	ABS		V				
4	Cindy Arenberg Seltzer	Jun 2020	Jun 2023		V			V	V		ABS				
5	Monica King	Jun 2020	Jun 2023		V			V	V		V				
6	Khalil Zeinieh	Jun 2020	Jun 2023		V			ABS	V		V				
7	Michael Asseff	Jun 2020	Jun 2023		V			V	V		V				
8	Richard Campillo	Jul 2018	Jun 2023		V			V	V		V				
FINANCE															
QUORUM # NEEDED: 5															
1	Cindy Arenberg Seltzer- CHAIR				V			V	V		ABS				
2	Renee Podolsky				P			V	ABS		V				
3	Laurie Sallarulo				V			ABS	V		ABS				
4	Twan Russell				V			ABS	ABS		V				
5	Zachary Talbot				ABS			V	V		V				
6	Khalil Zeinieh	August 2021						V	V		V				
7	Dawn Liberta	August 2021						V	V		V				
V - Virtual present at meeting															
ABS - Absent from Meeting															
FM First Meeting LM Last Meeting															
C- Confirmed Attendance															
P - Via Phone attendance															
Shaded areas - no meeting scheduled															
O:\Board\Board and Committee Meetings\Executive Finance Committee Packets\FY 2021-2022 Exec Finance Committee															

Except for Chair an Officers term is for two years

No officer may hold the same elected position for more than (1) term of two years