



Approved on November 04, 2025, Executive Committee Meeting

Early Learning Coalition of Broward County, Inc.

Executive Committee Meeting Minutes

(Immediately following the Finance meeting)

September 9, 2025, at 1:30 PM

Virtual Meeting

Members in Attendance	Acting Chair, Dawn Liberta; Michael Asseff; Ellie Schrot; Cindy Arenberg-Seltzer; Renee Podolsky
Members Absent (Excused)	Chair, Laurie Sallarulo; Dr. Amoy Reid
Members Absent (Unexcused)	
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Howard Bakalar, CPO; Hubert Cesar, CIO; Melody Martinez, Board Liaison & Executive Assistant; Allison Metsch, Sr. Director of Education & Quality; Amy Moore, Sr. Director of Family Services & Customer Services; Ancel Pratt III, Sr. Director of Communications & Outreach; Andres Calero, Accountant; Daniel Hollenbaugh, AP and Payroll Manager; Magdalena Laino, Quality Assurance Manager; Reinier Potts, Financial Analyst; Roy Persaud, Accountant; Sandra Paul, Sr. Dir. of Provider Reimbursement
Others in Attendance	Julie Klahr, Legal Counsel

Item	Action/Discussion
Welcome & Call to Order	Acting Chair Dawn Liberta called the meeting to order at 2:03 PM. The roll was called, and a quorum was established.
Chair Report	None
CEO Report	CEO Renee Jaffe provided a summary of the CEO Report, highlighting VPK Accountability, noting Broward ranked 5th statewide and 1st among large coalitions.
Consent Agenda <ol style="list-style-type: none"> 1. Approve June 3, 2025, Committee meeting minutes 2. EXC261CA1 – Approve CSC Financially Assisted Child Care 2025-2026 Agreement Renewal 3. EXC261CA2 – Approve CSC Vulnerable Populations Program 2025-2026 Agreement Renewal 4. EXC261CA3 – Authorize the Chair to Execute the Broward County School Readiness & Special Needs 2025-2026 Agreement Renewal when it becomes available 5. EXC261CA4 – Ratify Broward County School Readiness & Special Needs 	<p>A Motion was made by Cindy Arenberg-Seltzer and Seconded by Michael Asseff to approve the Consent Agenda, excluding Item #2, and #3. The Motion was unanimously approved. Motion Passed.</p> <p>A Motion was made by Renee Podolsky and Seconded by Ellie Schrot to approve the Consent Agenda Items #2, and #3. The Motion was unanimously approved. Motion Passed.</p> <p>Abstentions:</p> <ul style="list-style-type: none"> • Cindy Arenberg-Seltzer abstained from items #2 & #3 as she is the CEO of CSC.

<p>2024-2025 Agreement Budget Increase Amendment</p> <p>6. EXC261CA5 – Ratify City of Pompano Beach Match Funding 2025-2026 Agreement</p> <p>7. EXC261CA6 – Authorize Board Chair to Execute FY 2026 Help Me Grow Agreement when it becomes available</p> <p>8. EXC261CA7 – Approve Amendments to Citrin Cooperman Agreements for Year 2 Audit and Tax Services 2025-2026</p> <p>9. EXC261CA8 – Approve Children’s Forum Sub Recipient INCENTIVE\$ Budget Reduction Amendment FY26</p>	
<p>Regular Business</p> <p>1. EXC261RB1 – Approve CEO Performance Evaluation Results & CEO Salary Discussion</p>	<p><u>CEO Performance Evaluation Results</u></p> <p>CEO Renee Jaffe thanked all Board members who participated in the evaluation process, noting 100% participation among members serving more than six months. She also emphasized that this year, all members completed the evaluations very quickly, which was extremely helpful in moving the process forward.</p> <p>She highlighted that this year’s evaluation used a three-point scale (compared to the previous five-point scale) and the overall average score was 2.8.</p> <p>Renee emphasized that the comments were extremely valuable and will inform ongoing professional development.</p> <p>CEO Renee Jaffe noted the long-term implications of the Federal salary cap, including pay compression as staff salaries approach the CEO’s level. She emphasized the need for future discussion by the Executive Committee.</p> <p>Acting Chair Dawn Liberta agreed to revisit this topic at a later meeting.</p> <p>Acting Chair Dawn Liberta commended CEO Renee Jaffe on her performance appraisal, noting it was well deserved, and expressed appreciation for her and her staff.</p> <p>A Motion was made by Cindy Arenberg-Seltzer and Seconded by Michael Asseff to:</p> <ol style="list-style-type: none"> 1. Recommend Approval of CEO Evaluation Results to the Full Board 2. Recommend Adjusting the CEO Salary to 2026 HHS Salary Cap on effective date of enacted federal legislation, as applicable. The Motion was unanimously approved. Motion Passed.

2. EXC261RB2 – Review Strategic Plan Year 3 Results	<p><u>Strategic Plan Year 3 Quarter 3 Results</u></p> <p>For review only CEO Renee Jaffe reported that staff met, exceeded, or were on track with 21 of 22 (95%) Strategic Plan outcomes. Minor adjustments for year four of the strategic plan were reviewed at the Governance Committee on Sept. 4, 2025, and fundraising efforts for non-DEL/match funding will be discussed by the Ad Hoc Fundraising Committee. Updates will be shared at the board meeting.</p>
Unfinished Business	None
New Business	<p>Board Member Cindy Arenberg-Seltzer raised two concerns. The first was about wrap-around services being offered at VPK programs at unusually low costs at some public schools in her area, possibly as an effort to fill vacant classrooms. The second concern was related to recent changes to Florida’s vaccine mandate and the impact on child care programs. She added that changes in vaccine requirements could cause disruptions in the marketplace related to quality, safety, and licensure. She suggested this may warrant further awareness and possible tracking to understand potential effects on enrollment and provider stability.</p>
Matters from the CEO	None
Matters from the Committee	None
Public Comments	There was no discussion.
Next Meeting	November 4, 2025
Adjourn	Meeting adjourned at 2:47 PM by Dawn Liberta

These minutes contain the action items of the Board meeting of the Early Learning Coalition of Broward. They do not include all of 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 before approval at the next meeting.