



Approved at the January 30, 2020 Executive Committee Meeting

Early Learning Coalition of Broward County, Inc.

**Executive Committee Meeting Minutes**

**December 6, 2019 – 11:30 am**

1475 W. Cypress Creek Road, Suite 301, Fort Lauderdale, FL 33309

Members in Attendance	Chair, Laurie Sallarulo, via phone; Michael Asseff, via phone; Richard Campillo, Ellie Schrot; Nicholas Kaniaris; Cindy Arenberg-Seltzer; Renee Podolsky
Members Absent	Twan Russell
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO, via phone; Hubert Cesar, CIO; Howard Bakalar, CPO; Perry Borman, COO; Keisha Dunn-Pettis, Director of Family Services; Reiner Potts, Financial Analyst; Elsy Silvestre, Executive Assistant
Others in Attendance	Jacob Jackson, General Counsel

Item	Action/Discussion
Welcome & Call to Order	Chair Laurie Sallarulo called the meeting to order at 11:30 am. Roll was called and a quorum was established.
Chair Report	Provider Feedback Meeting with providers will be on December 11 at 9:30 at JA. Everyone is welcome to attend.
CEO Report	<p>There were more than 1,000 volunteers participating in Read for The Record in November in Broward County. ELC hosted an evening Read for the Record dinner event with Senator Nan Rich and Laurie Rich Levinson. Board members Richard Campillo and Beverly Batson attended.</p> <p>CEO thanked Twan Russell and Michael Asseff for participating in the process to evaluate and recommend a CRM Platform. Legislative priorities are in the board packet going out next week. There will also be a follow up on board retreat.</p> <p>OEL's Executive Director and other OEL staff will be calling into the December 19, 2019 Board Meeting next week. Prior to the meeting, please let us know what questions you have for Shan Goff. ELC staff will alert providers that OEL representatives will be attending the Board Meeting.</p> <p>It was requested that ELC staff send a calendar invite to all Board Members for the February conference and any community events and ELC events.</p> <p>ELC met with CSC staff regarding relaunching the Look Before You Lock campaign. Using a cost effective approach, the campaign will target parents and providers.</p> <p><b>Follow Up:</b> CEO will follow up with board member/director of local child care licensing to see if they are enforcing the "Look Before You Lock" ordinance.</p>
<b>CONSENT AGENDA</b> a. Approve September 26, 2019 Executive Committee meeting minutes	There was a <b>Motion</b> to approve the Consent Agenda by Rich Campillo and <b>Seconded</b> by Ellie Schrot. <b>Motion Passes.</b>

<p><b>REGULAR BUSINESS:</b></p> <p>a. EXC203RB1 - FY 19/20 Strategic Plan Quarter 1 Results</p>	<p>Strategic Plan Quarter 1 Results:</p> <p>ELC is on track in all five pillars of the strategic plan. Some highlights include: 98% of parents who responded to survey reported being satisfied or very satisfied with services, 556 VPK contracts were certified, 2 new out- posted sites were added, 14,375 children were enrolled in VPK.</p> <p>There were some challenges in “answered call percentage” in Q1. Toughest month was August. There was very high in volume due to VPK enrollment and back to school. A new call system with a call back feature was rolled out October 1, 2019 and helping to reduce the number of abandoned calls and wait times. September numbers were off due to hurricane. 60% of calls happened in the first five days. Customer call center availability has improved in October and November.</p> <p>We plan to add scanners and computers in 10 programs with a large number of School Readiness children and in several libraries.</p> <p>There was a discussion regarding achieving mastery for VPK trainings. Training participants must achieve 80% on pre and post training.</p> <p><b>Follow up:</b> Allison to provide more specific data on providers who attended VPK trainings as well as information on why some providers did not want to participate in Yes You Can.</p> <p>There was a <b>Motion</b> to adjourn the Executive Committee Meeting by Michael Asseff and <b>Seconded</b> by Richard Campillo. <b>Meeting adjourned.</b></p>
<p><b>PROVIDER REP UPDATE</b></p>	<p>None</p>
<p><b>NEW BUSINESS</b></p>	<p>There was no discussion.</p>
<p><b>MATTERS FROM CHAIR</b></p>	<p>There was no discussion.</p>
<p><b>MATTERS FROM COMMITTEES</b></p>	<p>There was no discussion.</p>
<p><b>PUBLIC COMMENT</b></p>	<p>There was no comment.</p>
<p><b>NEXT MEETING DATE</b></p>	<p>January 30, 2020 at 8:30 AM</p>
<p><b>ADJOURN</b></p>	<p>The meeting adjourned at 12:13 pm</p>

*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.*