



APPROVED AT THE EXECUTIVE/ FINANCE MEETING AUGUST 23, 2018

Early Learning Coalition of Broward County
 Executive Committee Meeting Minutes
 May 23, 2018 @ 4:00 p.m.
 6301 NW 5th Way, Suite 3400, Fort Lauderdale, FL 33309

Members in Attendance: Laurie Sallarulo, Chair; Cindy Arenberg Seltzer; Ellie Schrot; Michael Asseff; Twan Russell via phone

Members Absent: Nicholas Kaniaris, Renee Podolsky

Staff in Attendance: Renee Jaffe, CEO; Christine Klima, CAO; Howard Bakalar, COO; Alexander Browning, Allison Metsch, Amy Ungor, Hubert Cesar, Irene Ramos, Karen Swartzbaugh, Keisha Dunn-Pettis, Megan DeGraaf, Reinier Potts, Suwenda Louis, Sandra Paul,

Others in Attendance: Jacob Jackson, Legal Counsel

Item	Action	Follow-up
Welcome & Call to Order	In the absence of the Chair, Michael Asseff called the meeting to order at 4:15 p.m. Laurie Sallarulo and Cindy Arenberg Seltzer arrived shortly thereafter at 4:20 p.m. and 4:25 p.m., respectively. A Roll Call was conducted and a quorum was established.	
Chair's Report	Laurie Sallarulo provided a brief update of Board Officer nominations, which are scheduled to occur at the June Board meeting.	

<p>CEO Report</p>	<p>In addition to items included in the CEO Report, Renee Jaffe, CEO, shared progress of EFS Modernization 3.0, which is on target for full implementation on July 1st. Hubert Cesar, Director of IT, spent a week in Tallahassee as part of a “testing team” and added that the new system is impressive. The team is also in the process of finalizing a statewide communications and training plan as part of the 3.0 launch.</p> <p>Broward has received an additional \$253,000 for PFP, funding for FY18, which OEL has earmarked for performance payments for participating providers.</p> <p>Statewide School Readiness (SR) Assessments have been suspended for the past three years while OEL explored and procured for a new and more effective tool to assess Kindergarten Readiness. For School Year 16/17, a new tool was selected and testing occurred in August or September 2017 (within 30 school days of the new school year). Results were released late on May 21st, and right before Broward ELC’s Provider Appreciation event on May 23rd. Results statewide were quite low with the bulk of counties’ Kindergarten Readiness achievement ranging from the 30th percentile to the 50th percentile. Broward achieved a mean score of 53%, which was even with Florida’s average score and a bit higher than Miami-Dade. The results were shared with Providers and were discussed at length at the Provider Appreciation event. School District staff shared concerns that the measures used did not align with Kindergarten curricula and that performance expectations may not be developmentally appropriate. Another town hall event is being planned with providers to hear their concerns. Laurie Sallarulo advocated for proactive education and advocacy with local media outlets and Ellie Schrot recommended raising Broward concerns regarding validity and related issues with OEL. Michael Asseff requested that the results be shared with all Board members.</p>	
<p>Consent Agenda:</p> <p>Approve April 27, 2018 Meeting Minutes</p> <p>Approve Revised FY 18/19 Sliding Fee Schedule</p> <p>Approve RTCO Transition Contracts</p> <p>Approve FY 19/19</p>	<p>Items on the Consent Agenda were reviewed, none were called for discussion and all items were unanimously approved.</p>	

<p>United Way Contract Approve FY 18/19 BlueJean Software Platform Contract</p> <p>Approve FY 18/19 Teaching Strategies Gold Agreement</p>		
<p>Regular Business:</p> <p>Consider Options and Approve FY 18/19 Executive Committee Meeting Calendar</p> <p>Approve CEO Evaluation and Pay for Performance for January 2017 – June 2018</p>	<p>Renee Jaffe shared challenges to finding days/times for Executive Committee meetings that were compatible with committee member schedules. After much discussion, there was consensus that the Executive Committee meetings would be held seven (7) times per year at 8:30 a.m. on the 4th Thursday of each month, excluding July, October, December, February and June, as follows: August 23, September TBD, November TBD, January 24, March 28, April 25 (if the May Board meeting is needed) and May 23.</p> <p>Christine Klima, CAO, summarized the performance and evaluation ratings of the CEO for the 18 month period of January 2017 through June 2018. All CEO performance goals established by the Board were met or exceeded and 91% of responses rated the CEO performance as outstanding and/or exceeds expectations.</p> <p>Based on the original hire letter, the CEO may be awarded up to 15% of her annual salary in performance pay. Board Member Michael Asseff clarified that, at the time of hire, the Board elected to initially set the CEO salary at the lower rate than her peers and provide a higher percent for pay for performance to allow the Board more flexibility to determine total compensation based on performance while a track record was being established in the CEO's first year.</p> <p>Cindy Arenberg Seltzer added that while the existing combination of salary and performance pay were the terms they would use in the current review, she felt it may also be time to re-evaluate the structure of the CEO compensation package going forward. She recommended that ELC undertake a salary survey so that the CEO salary baseline could be brought into alignment with the pay rates of other comparable ELC CEOs and the pay for performance parameters could then be re-calibrated in a revised total compensation package. Such a recalibration could also lead to changes in the salary structure for other staff. This was the result when CSC underwent the same exercise several years ago. Michael Asseff and Twan Russell agreed that a salary survey was good idea for next year.</p>	

Finance Committee Report	There was no Finance Committee meeting.	
New Business	There was no discussion.	
Matters from the Chair	There were no matters from the Chair.	
Matters from the Executive Committee	Cindy Arenberg Seltzer stated that Children's Services Council had approved additional \$500,000 for ELC's the Vulnerable Population contract for FY 18/19.	
Public Comment	There was no public comment.	
Next Meeting Date	August 23, 2018 at 8:30am	
Adjourn	The meeting adjourned at 6:20 p.m.	

These minutes contain the action items of the meeting of the Executive Committee of the Early Learning Coalition. 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.