



Program Review Committee Meeting Agenda

April 20, 2022 – 1:30 pm

Virtual Meeting

Meeting Call-In Number: 1 (301) 715-8592

Meeting ID: 872 4723 7896 Passcode: 264039

<https://us06web.zoom.us/j/87247237896?pwd=NWRUV2VnQldlIWEF5K0FUMkp2U255Zz09>

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		Khalil Zeinieh, PRC Chair
II.	Roll Call		Melody Martinez, Board Liaison
III.	Consent Agenda a. Approve November 10, 2021, meeting minutes	2	Khalil Zeinieh, PRC Chair
IV.	Regular Business a. PRC222RB1 –Above and Beyond/Workforce Initiative	6	Allison Metsch, Director of Education and Quality Initiatives; Howard Bakalar, CPO
	b. PRC222RB2 –ARP grant discussion	9	Hubert Cesar, CIO; Howard Bakalar, CPO
	c. PRC222RB3 –Bookworms	11	Allison Metsch, Director of Education and Quality Initiatives
	d. PRC222RB4 – School Readiness Enrollment	13	Amy Moore, Director of Family Services; Howard Bakalar, CPO
V.	FYI • Help Me Grow • December 6, 2021, Combined Workforce workgroup & PRC meeting Notes	19 20	
	V. New Business Matters from the Committee Matters from the Chair Public Comment Next PRC Meeting: Doodle Poll for June 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.
Program Review Committee Minutes
November 10, 2021 – 1:30 PM
 Virtual Meeting
 Via GoToMeeting

Members in Attendance	Chair, Khalil Zeinieh; Dawn Liberta; Renee Podolsky; Cindy Arenberg-Seltzer; Cara Cerchione; Laurie Rich Levinson
Members Absent	Laurie Sallarulo; Richard Campillo;
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Howard Bakalar, CPO; Judith Merritt, COO; Keisha Dunn-Pettis, Sr. Director of Family Services; Allison Metsch, Sr. Director of Education and Quality; Ayme Hamoui, Program Assessment Manager; Lizbeth Juan, Executive Assistant
Others in Attendance	

Item	Action/Discussion
Welcome & Call to Order	Chair, Khalil Zeinieh called the meeting to order at 2:02 PM. Roll was called and a quorum was established. Committee Chair commenced with Regular Business.
CONSENT AGENDA a. Approve March 17, 2021, meeting Minutes	There was a Motion to approve the March 17, 2021 meeting minutes by Cindy Arenberg-Seltzer. Seconded by Dawn Liberta. Unanimously Approved. Motion Passes.

REGULAR BUSINESS

PRC211RB1 –Federal Stimulus Program Funds Discussion:

a. PRC211RB1 – Federal Stimulus Program Funds

Howard provided an update on the Federal Stimulus Funds. DEL decided to reopen phase 5 for the folks to didn't apply. We are going to wait a few weeks so those who already applied don't reapply. We are in day 1 of Phase 6. DEL announced that more than \$28 million in CRRSA funds were finally being released. In phase 5 grants, providers needed to submit a budget; however, they don't need to submit one in phase 6. The amount of the award will be determined by license capacity. We ask the providers what's their license capacity, (which we verify), and how many children are currently enrolled. ELC Broward has also added a provider survey to phase 6 grant application, which is required for providers to complete before submitting their grant applications. There is also \$337,479 in DEL funding for Coalition Program outreach, Awareness, and family Support. This funding may be used at the Coalition's discretion for outreach to encourage families to sign up for subsidized services, promote early education as a profession and raise awareness with families and providers about all the services offered by ELC.

b. PRC211RB2 – Enrollment Updates

Additionally, \$128, 086 has been allocated to compensate providers for COVID related VPK classroom closures.

PRC211RB2 –Enrollment Updates

Howard provided an update on the waitlist enrollment. To date we have enrolled 1,068 children since the November push began. Our enrollment strategy/philosophy has been shifted to reduce lag time between enrolling on the waitlist and being called by ELC. As of today, ELC's lag time of 14.5 weeks, which is pretty good. Two weeks ago, we were at 17 weeks. At the rate we are pulling children, will be able to clear the waitlist by the end of the fiscal year. An average of around 240 families get on the waitlist each month, we are unable to break it down by child, only by families.

ELC is sending notifications to families of approximately 400 children every two weeks. Additionally, ELC Family Services staff are calling and emailing parents who were sent notification, as a reminder and to offer assistance in producing/uploading necessary documentation. Parents have also been offered the option of scheduling virtual meetings via Teams with Family Services Specialists for more in-depth conversations and questions. ELC is also notifying parents that they can make appointments to come to the ELC office and receive help with scanning documents if they are having trouble with their own technology options.

Cara Cerchione mentioned that across the state many childcare centers have closed classrooms within their center because of lack of teachers and have pages of children on the waitlist. Every single day the centers are getting phone

<p>c. PRC211RB3 – Class Assessment Update</p>	<p>calls with parents wanting to enroll them, but we aren't able to enroll them because we don't have the staff to accommodate them.</p> <p>CEO proposed to invite the Program Review Committee to the next workforce workgroup committee, as they already share many members and are discussing many of the same issues concerning the child care workforce.</p> <p>Committee Chair said it is a great idea.</p> <p>Howard also reported that while EFS Mod gives child care businesses the opportunity to pull rosters of children/families whose deadlines for redetermination are approaching, EFS is not an easy system to navigate. As a result, we have decided that, rather than to train on a system that's not user friendly, we will pull this information on a monthly basis and send individual lists to providers informing them of whose eligibility is due for re-determination.</p> <p>Hubert shared with the committee that we wanted to give parents more access to our Family Services staff, so we have a link that says "Chat with me" at the bottom of my signature line, and any parent can just click on that link and have direct access to chat with a staff. It is secured and staff and parents are finding this very helpful. We are trying it out with about 10 staff members before we make it available to all Family Services staff.</p> <p>CPO also shared about our outposts. Traditionally our outposts have been most successful on problems uploading documents and figuring out documents as appose to counseling on eligibility. We are looking at where we could be where families go all the time and families could use our services when they want.</p> <p>Sr. Director of Education & Quality, Allison Metsch provided an update on CLASS observations. She mentioned that observations in Broward ceased during the pandemic and began again in May of this year (2021) and that there were many important rules and other changes. Some of those changes were:</p> <ul style="list-style-type: none">• Minimum acceptable CLASS Scores for contracting with ELC has been increased from 3.5 to 4.• In most schools where CLASS Observations had been conducted pre-pandemic, there may be new educators and directors who are not familiar with CLASS, and/or are not yet educated skilled in the classroom management techniques necessary to achieve a score reflecting quality. And, children are coming back with behavior issues that seemed to be pandemic-related.• Legislation passed earlier this year that requires all Voluntary Pre-K classrooms to be CLASS Observed beginning next fiscal year (FY 22/23). This adds an additional estimated 400 classrooms to the approximately 1100 classrooms the ELC currently observes.
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	<p>We are working with directors on how they can bring CLASS to their programs, and we are doing monthly webinars, specifically for VPK providers so they are prepared for CLASS.</p> <p>Chair mentioned that he felt the Legislative update the prior week was very helpful.</p>
NEW BUSINESS	No discussion.
MATTERS FROM CHAIR	No discussion.
MATTERS FROM COMMITTEE	No discussion.
PUBLIC COMMENT	There was no comment.
NEXT MEETING DATE	TBA
ADJOURN	Khalil Zeinieh adjourned the meeting at 2:58 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 #:	PRC222RB1/Program Review Committee Meeting
MEETING:	Program Review Committee
MEETING DATE:	4/20/2022
SUBJECT:	Workforce Initiative/Broward Above and Beyond
FOR ACTION:	No
RECOMMENDED ACTION:	None
FINANCIAL IMPACT:	None
AS RECOMMENDED BY:	N/A
ELC STAFF LEADS	Allison Metsch, Howard Bakalar

Background

While all of these issues/events have been discussed at prior board and committee meetings, this brief history may help to remind committee members of the ongoing recruitment, upskilling, and retention issues facing the child care industry locally and nationally. As the pandemic began to wind down, the child care industry, just like most other industries, faced a hiring crisis. Many workers had either been let go from child care facilities that were not serving nearly as many children or had closed; or they had chosen to leave and search for other jobs. As the national demand for hiring workers opened up, suddenly, higher paying jobs with less training, stress, and liability in places like WaWa or Amazon became available to a child care educator workforce that had been traditionally low-paid.

In response to the changing face of the pandemic crisis, the Division of Early Learning (DEL) updated its focus on distributing federal stimulus grants to assisting child care businesses recruit, upskill, and retain a workforce. Its grant applications began awarding extra funds for child care businesses that agreed to pay their educators bonuses. It also allotted millions of dollars to individual Early Learning Coalitions (Broward received \$2.4 million) to create initiatives, subject to approval by DEL, that would attempt to increase success rates of recruiting, upskilling and retaining staff. With this funding, ELC staff created the concept of its Broward Above and Beyond initiative, which primarily focuses on the upskilling and retention of staff in approximately 50 child care facilities.

Here in Broward County, the Early Learning Coalition, the Children’s Services Council, and Broward County government were already meeting and working on a plan to address the staffing crisis. Locally, in addition to addressing the hiring issues, we were looking closely at how to tackle the very disturbing issue that Child Care Licensing was confronting. They were seeing a sudden uptick in licensing violations for inappropriate discipline by educators, and educators who did not have documented background screens.

As a result of these meetings, and through generous funding from partners, we were able to institute a series of measures to alleviate some of the hiring and safety issues facing the industry:

Background Screen funds: Funding was distributed through the CRRSA Phase 6 provider grants, allowing child care facilities to cover this cost, rather than passing it down to new educators.

Jobs Board: ELC created a specific jobs board page with a direct link (childcarecareers.org) on its website where child care providers looking for staff could post their openings. Potential child care educator staff could then access the board and search by city, or by newest to oldest posting, for available positions. Since going live at the end of October, ELC has more than 120 positions posted on its website.

Child Care Workforce Outreach Campaign:

The Children's Services Council generously agreed to fund a marketing campaign to attract potential child care educators. ELC and CSC staff worked with the CSC's public relations vendor, M Network, to create commercials, which have now started airing, that direct potential job seekers to childcarecareers.org. That address brings job seekers to the ELC's job board on its website, and allows the job seekers to also learn more about the child care profession. This campaign will also include billboard ads and other outreach techniques (palm cards, etc.). Because DEL has allotted ELC Broward an additional \$340,000 for outreach activities, it can/will continue to promote child care careers, along with its other programming.

45 Hour Training Funds: ELC and Nova Southeastern University created an agreement and direct invoicing process that allowed new child care educators to take the mandatory 40 hours of instruction, including child care health and safety instruction (taken first), for free. Prior to this arrangement, new educators usually had to pay for their own attendance at these courses, which educators must take in their first 90 days after being hired.

ELC's Workforce Workgroup:

In concert with the creation and implementation of the above measures, the Board created its ad hoc Workforce Workgroup. The group, which included board members, a few child care providers, and ELC staff members, met twice to brainstorm ideas about how to help alleviate the crisis. Ideas included providing recruitment/retention stipends to staff, providing dollar incentives for providers, implementing supports in the centers to stabilize center and classroom management, bringing in Human Resources supports, and examining a high school to child care center career track. This Workgroup invited the Program Review Committee to join in its last meeting on December 6th to share and expand upon initial ideas.

ELC staff incorporated almost all of these ideas while creating its Broward Above and Beyond initiative. The initiative, which focuses mainly on onboarding, upskilling, and retaining staff at approximately 50 child care facilities, provides a combination of intensive coaching and training for all staff, including directors, with career counseling and quarterly retention bonuses for all educators, as well as participation bonuses for owners at each center. This concept and staffing for this initiative was approved by the Board at its December meeting, and was also approved by DEL in March, and this is how Broward Above and Beyond was created.

Current Status

Since the ELC Board's vote to support the creation of the Broward Above and Beyond Initiative at its December meeting and as reported in CEO reports since then, the ELC staff has been putting in place the staffing and programmatic framework necessary for this undertaking. It has conducted outreach to the provider community and currently has accepted 45 providers into the program.

Recruitment, Onboarding, and Upskilling for All of Broward's Child Care Facilities

Some of our progress to date is listed below:

- 124 child care facilities listing multiple positions on Childcarecareers.org for potential job seekers to review
- The rollout of television commercials (viewed at the April ELC Board meeting) driving potential job seekers to childcarecareers.org.
- More than 400 click-throughs from job seekers to the jobs board so far in April
- 211 educators have taken part in the New Educator Series trainings specially designed for employees new to the childcare industry.
- 605 new educators have taken at least the first of the required DCF trainings now offered for free, and 109 have completed their competency exams (the full 45 hours)
- ELC staff assistance for approximately 10 educators experiencing difficulty passing their competency exams.
- Increase in Incentive\$ payments at their February meeting (approved by ELC Board at their February meeting)

Broward Above and Beyond Initiative Progress to date:

- All staff have now been hired, including five coaches, two career coaches, and a manager.
- An evaluation framework required by DEL has been created, which focuses on multiple factors, including:
 - Increase in CLASS Score
 - Increase in skills/education for each educator
 - Retention of educators
 - Number of stipends distributed to educators
- Orientation is being held for all participating centers which will follow up with on-site meetings with all center staff at each school.

ITEM #:	PRC222RB2\Program Review Committee Meeting
MEETING:	Program Review Committee
MEETING DATE:	4/20/2022
SUBJECT:	American Recovery Plan Act (ARPA) Update
FOR ACTION:	No
RECOMMENDED ACTION:	None
FINANCIAL IMPACT:	None
AS RECOMMENDED BY:	N/A
ELC STAFF LEADS	Hubert Cesar, Howard Bakalar

Background

As discussed at the last board meeting, the Division of Early Learning (DEL) opened its American Recovery Plan (ARP) grant applications February 28th. The ARP award amount for ELC Broward is \$62.9 million (of which \$59,864,965 is for provider grants). Provider grants will be paid in equal quarterly increments over seven quarters.

Unlike previous grant applications, this application was created in the Provider Portal section of EFS. To support providers in navigating the application, staff rolled out a series of technical assistance webinars almost immediately after it went live and have continued to field questions through a dedicated email account, sending the more complicated questions to DEL for answers.

Status

Staff are approving ARP applications on a rolling basis as they come in. As of April 15, 2022, ELC staff have approved a total of 435 ARP provider grant applications for a combined total grant award of more than \$32 million. Individual provider grant amounts range from \$12,000 to more than \$360,000. The attached dashboard has more detailed information and will be discussed at the Program Review Committee meeting.

Attachment(s): ARPA Dashboard

American Rescue Plan (ARP) Grant Summary

Approved Amount

\$32,446,492.11

Highest Paid

\$360,005.10

Lowest Paid

\$12,000.00

Provider Count

435

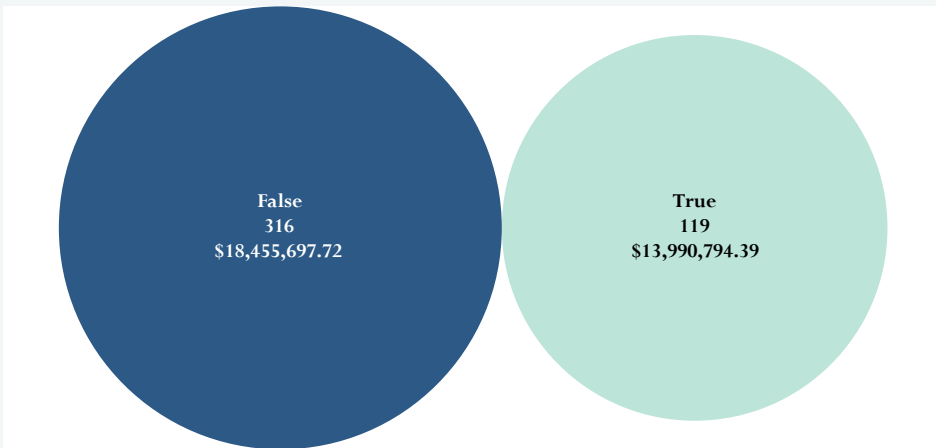
Top 10 Paid

Provider Name	Is Workforce Investment	Grant Amount
Creative Child Learning Center III at NobHill	True	\$360,005.10
LIL' RASCALS ACADEMY - PEMBROKE PINES	False	\$289,771.26
KINDERGARTEN INFANT DAYCARE SPCIALISTS	True	\$278,392.14
TEMPLE BETH EMET EARLY CHILD.	True	\$266,380.80
LIL' RASCALS ACADEMY - COOPER CITY	False	\$229,384.71
CREATIVE CHILD LEARNING CENTER	True	\$228,429.60
WEE KIDS #2	True	\$220,164.00
THE LEARNING EXPERIENCE	True	\$201,665.10
BIG BLUE MARBLE ACADEMY	True	\$200,870.88
LIL' RASCALS ACADEMY - DAVIE	False	\$197,428.92

Top 10 Cities

Physical City	Grant Amount
CORAL SPRINGS	\$3,052,241.10
HOLLYWOOD	\$2,716,973.97
DAVIE	\$2,319,633.03
FT LAUDERDALE	\$2,285,036.46
PEMBROKE PNES	\$2,185,404.03
POMPANO BEACH	\$1,965,899.88
MARGATE	\$1,608,568.83
MIRAMAR	\$1,571,677.08
Sunrise	\$1,540,573.59
LAUDERHILL	\$1,520,707.65

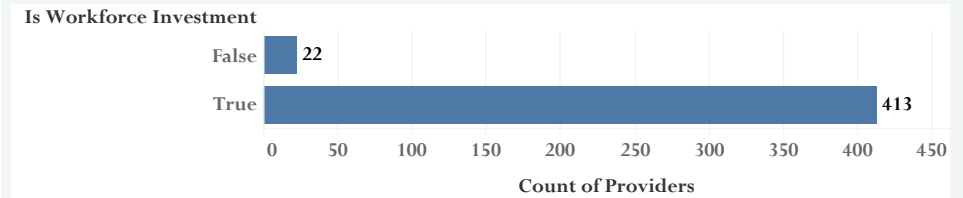
Gold Seal



Provider Type

Description (ARPAProviderType)	Count of Providers	Grant Amount
Licensed Center	380	\$30,781,978.71
License-Exempt Center	11	\$839,588.37
Licensed Family Home	44	\$824,925.03

Workforce Investment



ITEM #:	PRC222RB3\Program Review Committee Meeting
MEETING:	Program Review Committee
MEETING DATE:	4/20/2022
SUBJECT:	Bookworms
FOR ACTION:	No
RECOMMENDED ACTION:	None
FINANCIAL IMPACT:	None
AS RECOMMENDED BY:	N/A
ELC STAFF LEADS	Allison Metsch, Howard Bakalar

Background

Last fiscal year, following ELC’s projections for a large budget surplus, the Board approved the creation and funding for Broward Bookworms at the April 2021 meeting. The program was designed to create or enhance young children’s home libraries and give families additional opportunities to engage in summer reading activities. Families with young children were directed to register on the ELC’s website to receive free books and activity guides. Scholastic, ELC Broward’s chosen vendor, mailed book packets to each registered family. Books were grouped by developmental level, and were available in both English and Spanish.

A public outreach campaign was established to alert families of the Bookworms program. ELC utilized print media, social media, television ads, and its partners to spread the word. In the six weeks that were allotted for sign-up, 8,382 book packets were mailed to Broward families. ELC Quality and Education staff then set up Facebook Live sessions to conduct readings of the books for those families that wanted to read along with us.

Current Status

Due to the success of last year’s program, and because ELC expects to face a budget surplus (due to the rollover of federal stimulus funding) again this year, and because the ELC Broward wants to continue to increase literacy efforts and reach of the program, staff have rolled out the initiative again. This year’s effort is now in full swing. The public outreach campaign began two weeks ago, and we currently have more than 4,000 book packets ordered.

ELC staff plan to turn Bookworms into an ongoing, more regularly timed program compared to last year’s effort, providing books and activities a minimum of quarterly to Broward families. We have We are also expanding our reach to include both the North and South Hospital Districts. Details are being finalized so families giving birth at any of the hospitals will be given a “book for Baby Bookworm,” and will be encouraged to register to receive additional books once home.

Now that the pandemic is hopefully ending, staff has also created a “Bookworms in Your City” sign-up for municipalities interested in having family reading events. To date, the cities of Lauderhill and Parkland have signed up to have ELC visit.

We hope to continue with our Bookworm families and transition into a model where families receive books from us throughout the year, including sending birthday messages to our Bookworm children. The goal is to maintain connection and build relationships with all families with young children in Broward County.

Attachment(s): Bookworms Flier

EARLY LEARNING COALITION OF BROWARD'S BOOKWORMS PROGRAM

READING FUN FOR THE WHOLE FAMILY!

SIGN UP TODAY:

www.browardbookworms.org

GET
YOUR FREE
BOOKS
TODAY!



FREE books for all
families with young
children
in Broward County!

For ages birth to 5

Books Available in
English & Spanish

Powered by:



ITEM #:	PRC222RB4\Program Review Committee Meeting
MEETING:	Program Review Committee
MEETING DATE:	4/20/2022
SUBJECT:	School Readiness Enrollment
FOR ACTION:	No
RECOMMENDED ACTION:	None
FINANCIAL IMPACT:	None
AS RECOMMENDED BY:	N/A
ELC STAFF LEADS	Amy Moore, Howard Bakalar

Background

For as far back as anyone on the ELC board or staff can remember, there has been a waitlist of children potentially eligible for School Readiness (child care subsidy) services. For the last two years, the Division of Early Learning has dedicated funds to Broward to help it clear its waitlist. At the beginning of this fiscal year, the waitlist stood at over 3,000. The lag time between signing up for a child care subsidy and receiving a message from the ELC that it was time to be determined eligible was almost 6 months.

Current Status

We are proud to announce that our pull of children from the waitlist on Wednesday, April 13th included families who signed up to be on the waitlist on April 12th. We have eliminated the waitlist for income eligible families. As the charts attached show, while we have enrolled a record number of income eligible children, the amount of children coming through our “side doors”—our mandated referral sources, has slowed steadily over the past few years.

The attached charts document the mandatory referral data from ChildNet, Broward Sheriff’s Office, and CareerSource. While there has been some discussion with these organizations related to why we are seeing the decrease in referrals, there has not been any data confirming the reason for the downward trend. At the last board meeting, a request was made that CareerSource and DCF meet to further discuss and then report back to the ELC board. ELC staff have offered to participate in this discussion.

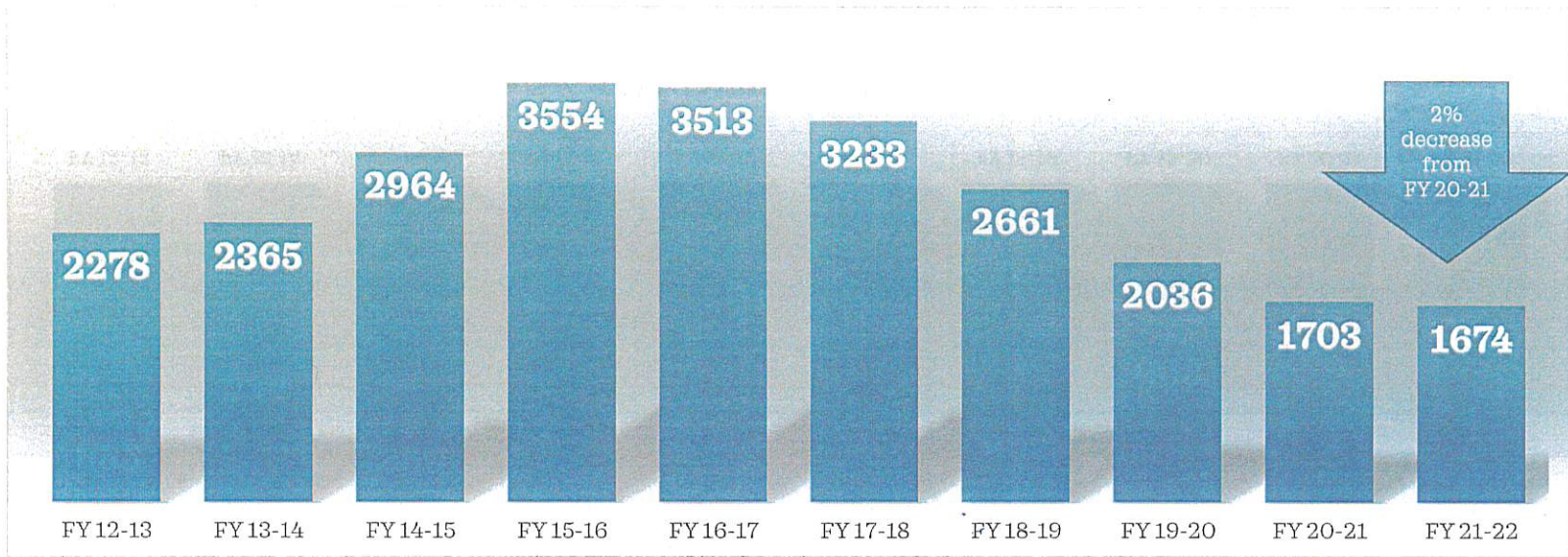
Attachment(s)

ChildNet Census

BG-1 (child welfare) Referral Flowchart

Workforce Referral Flowchart

Income Eligible Client Flowchart

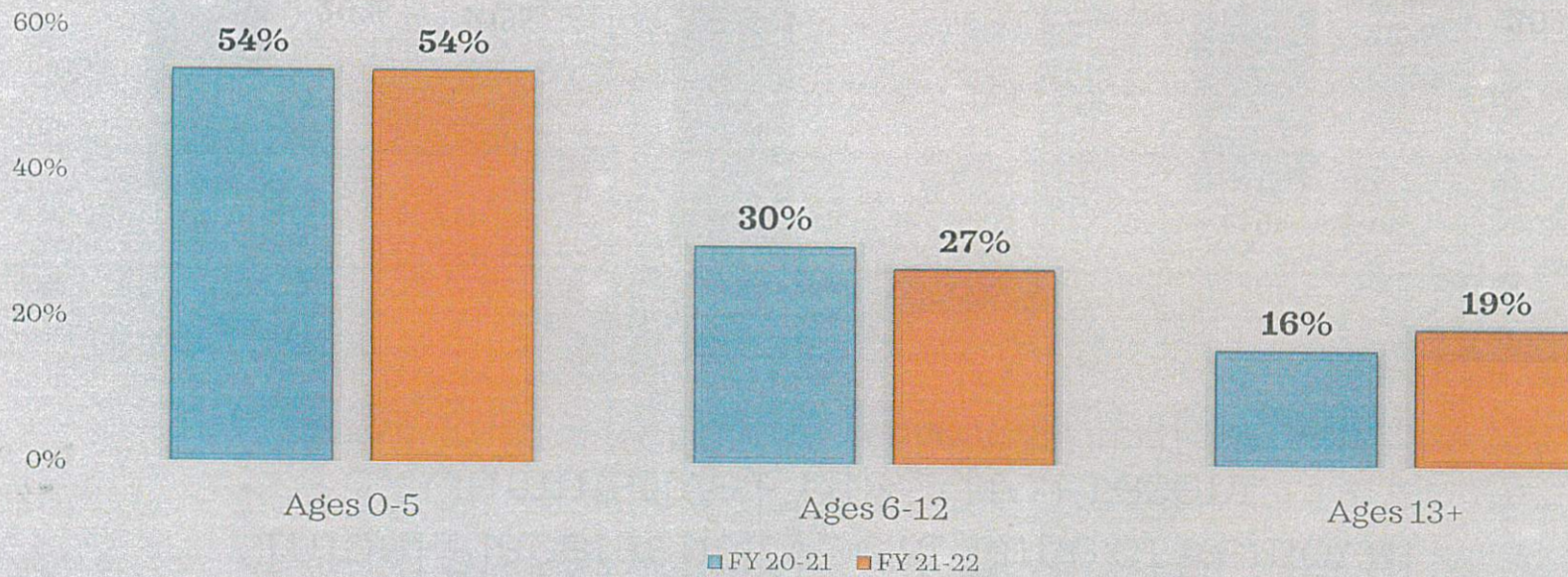


BROWARD CHILDREN SERVED
 MEAN FOR FISCAL YEAR
 DATA SOURCE: FSN CHILDREN ACTIVE BY PRIMARY WORKER

Data through March 31, 2022

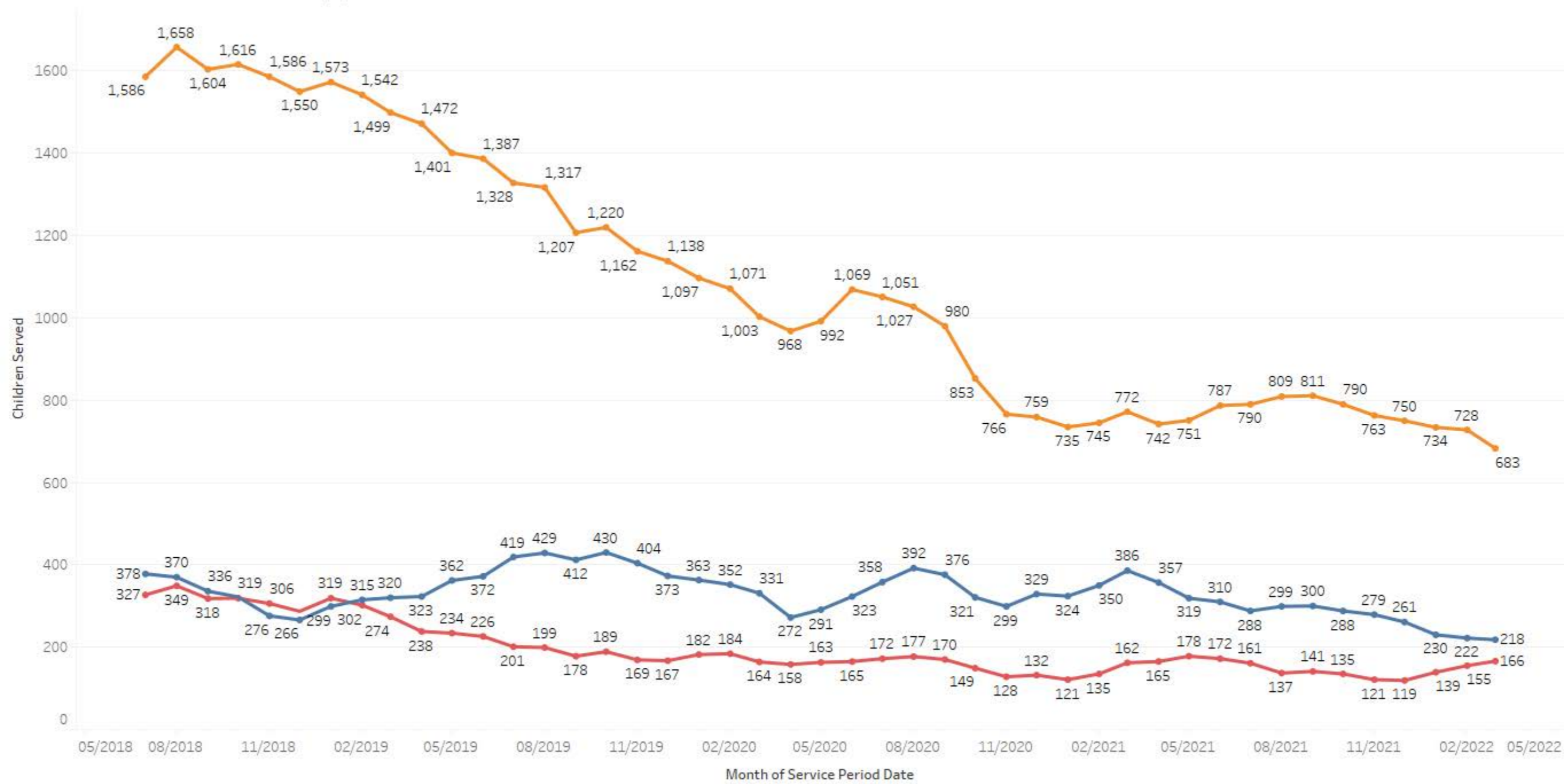
Age of Child at Time of Removal Cumulative FY 20.21 and FY 21.22 YTD

Data Source: FSN Children Entering and Exiting Foster Care



Data through March 31, 2022

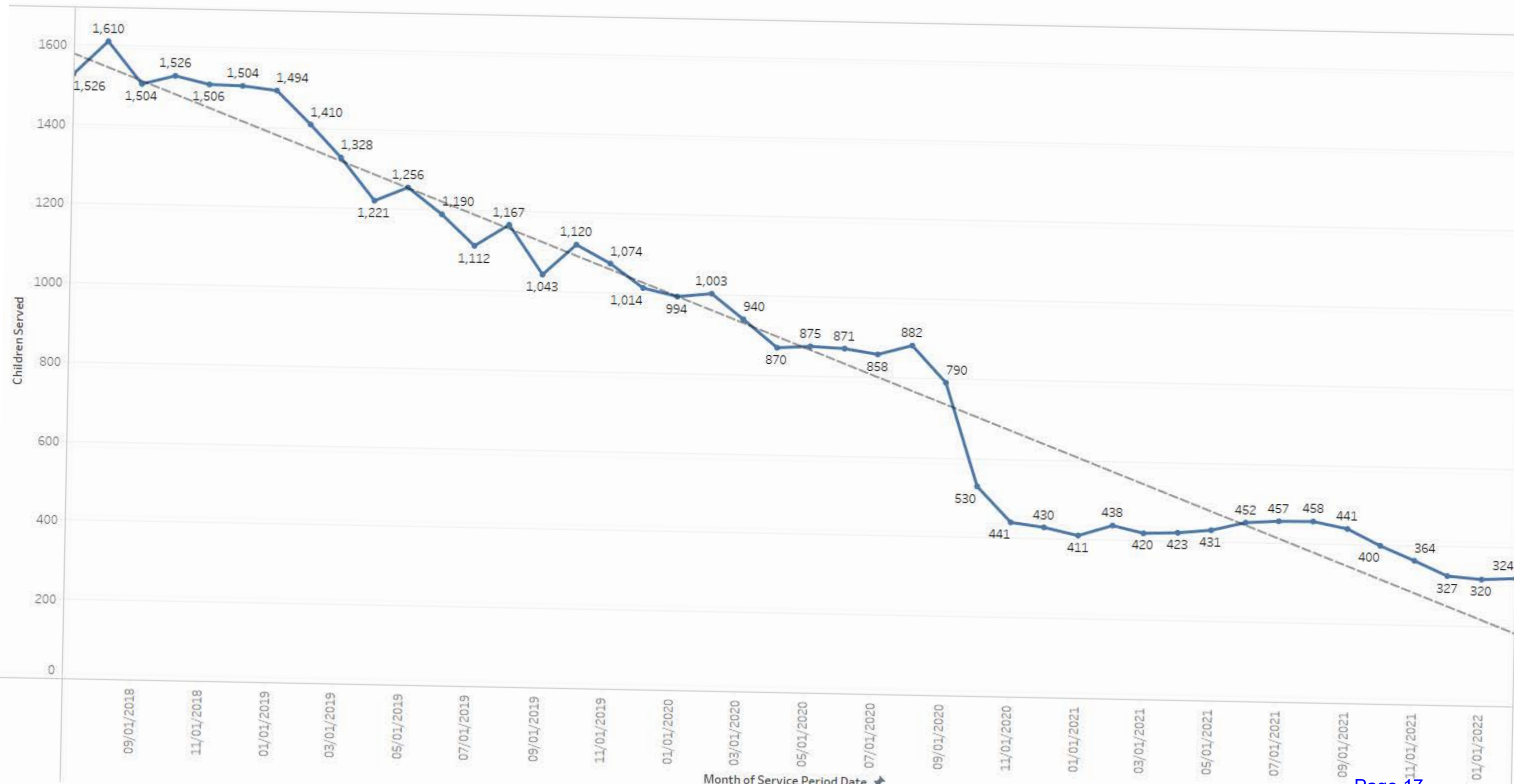
FY19-FY22 Served BG1 ONLY (3)



The trend of Children Served for Service Period Date Month. Color shows details about Elig (group). The marks are labeled by Children Served. The data is filtered on Billing Group Full and OCACode. The Billing Group Full filter keeps BG1. The OCACode filter keeps 97G00, 97GNW, 97GTA and 97R00.

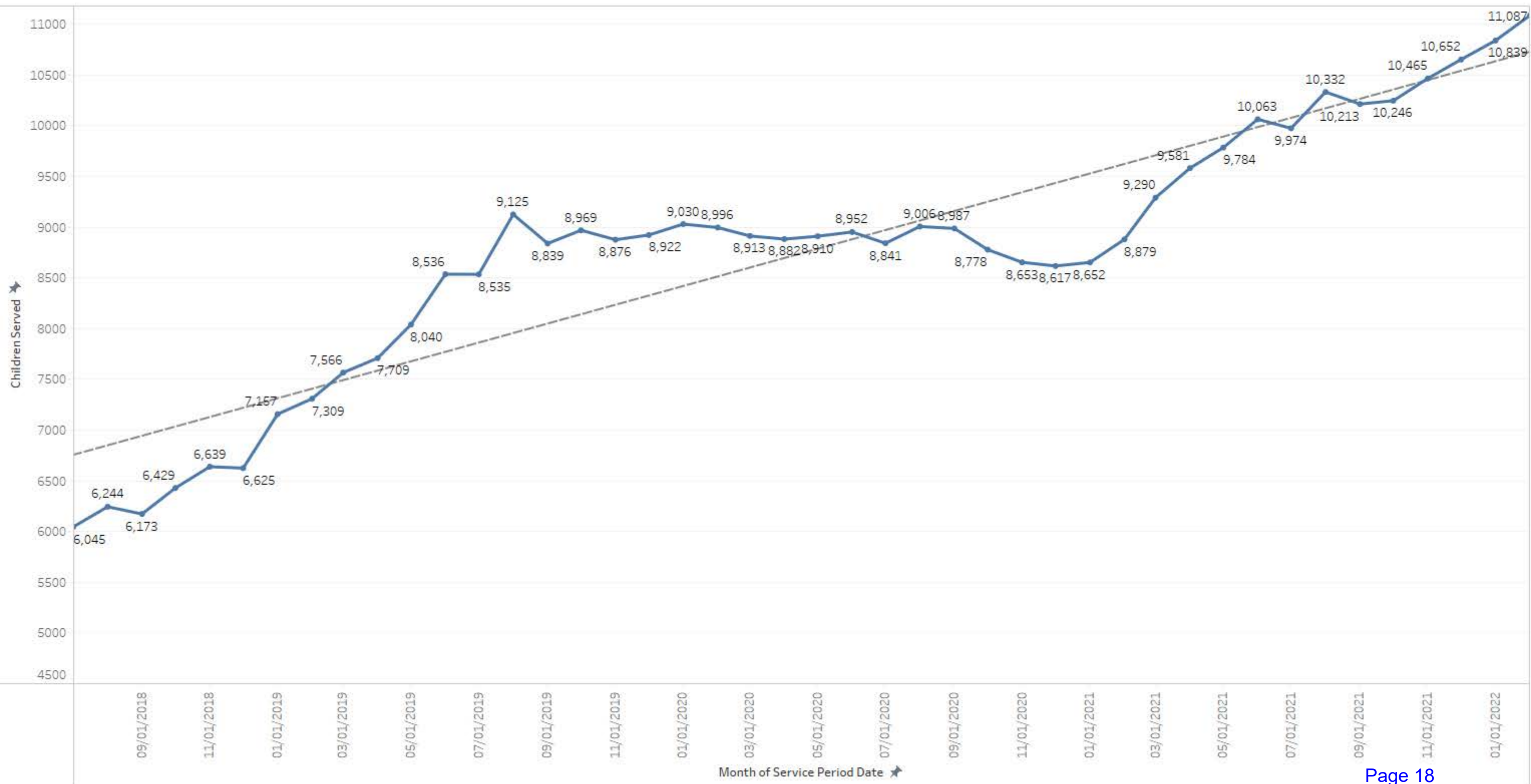
Elig (group)
■ BSO
■ CHILD NET
■ DIVERSION/HOMELESS

WORKFORCE



The trend of Children Served for Service Period Date Month broken down by BG (group). The marks are labeled by Children Served. The view is filtered on BG (group), which keeps WORKFORCE.

INCOME ELIGIBLE



The trend of Children Served for Service Period Date Month broken down by BG (group). The marks are labeled by Children Served. The view is filtered on BG (group), which keeps INCOME ELIGIBLE.

Help Me Grow

Help Me Grow® Florida (HMGF) is a FREE over-the-phone resource that helps connect children (birth-8) and families with local services and supports. Their role is to complement early childhood mechanisms such as the Warm Line and the work of the ELC to promote early identification of developmental, behavioral, or educational concerns.

The Children's Forum funds HMGF throughout the state in Florida. Until November 2019, HMGF contracted with 211 Broward to manage Help Me Grow locally. When dollars were cut statewide, 211 was not awarded sufficient funding to continue.

Because ELC Broward's Inclusion Specialists already field calls concerning early identification of developmental, behavioral, or educational concerns, we are currently in the early stages of exploring how to expand ELC resources to continue the core components of HMGF. Through partnership with the Children's Forum we would:

- Hire an Outreach and Care Coordinator
- enhance our Warm Line call service to create a dedicated phone number for services with additional HMGF resources,
- continue attendance at family and community outreach at local meetings, fairs and public events and expand resources shared to include HMGF materials; and host events such as Books, Balls & Blocks as another option for families to address concerns and participate in on-the-spot Ages and Stages Questionnaire screenings
- expand to other community-based child health care providers such as pediatrician offices through education, trainings, and workshops on consistent screening of young children and,
- Collaborate with the Children's Forum on data collection and analysis on service gaps, barriers, and success

ELC staff will continue to keep the Program Review Committee updated on next steps to this process.



Early Learning Coalition of Broward County, Inc.
Workforce Workgroup & PRC Meeting Minutes/Notes
December 06, 2021 10:00 AM
 Virtual

Members in Attendance	William Karp, Carol Hylton, Cara Cerchione, Dawn Liberta, Laurie Rich-Levinson, Laurie Salarullo
Members Absent	Cindy Arenberg-Seltzer; Renee Podolsky
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, Howard Bakalar, CPO; Judith Merritt COO; Hubert Cesar, Allison Metsch, Melody Martinez, Board Liaison
Others in Attendance	Khalil Zeinieh, Dawn Liberta, Cara Cerchione, Mary Jean Woika, Ayme Hamoui, Mairim Hernandez,

Item	Action/Discussion
Welcome & Call to Order	Chair Richard Campillo called the meeting to order at 2:16 PM. Roll was called and a quorum was established.
CONSENT AGENDA	
a. Welcome and Self-Introduction	CEO welcomed and thanked everyone for attending.
b. Data from Provider Surveys	<p>ELC staff sent out a provider workforce related survey that everyone was required to complete before submitting the Phase 6 grant application. Through this process we now have a sample size for our data of 576 providers. The following information was gathered from the survey and reviewed with the workgroup:</p> <ul style="list-style-type: none"> • Level of staff turnover in the past year of the 576 of provider, 24% (140) said they had a large amount of turnover, 18% (105) said they had a small amount of turnover, and 57% (331) said they had no staff turnover. • Methods utilized most to recruit new staff, 57% (328) used Indeed, 2% (13) used Career Source, 23% (134) word of mouth, 10% (101) other. • Have these methods been successful? 13% (72) said Not at all, 22% (126) said not really, 56% (321) said somewhat, and 10% (57) said very. • How much do you pay for a teacher with a CDA or above? 23% (132) above \$15, 70% (403) between \$12 and \$15, 7% (41) less than \$12. • Skill level of staff you are recruiting? 24% (137) all have the qualifications/necessary skills, 15% (88) almost none have the qualifications/necessary skills, 32% (182) most have the qualifications/necessary skills, 29% (169) some have the qualifications/necessary skills.
c. Broward Above and Beyond	Concerns were expressed that the surveys don't match what providers are saying.

d. Next Steps

- Have you had the ability to use sign on and retention bonuses? 44% (252) yes, 56% (324) no.
- Do you currently have a waitlist of families/children you aren't serving due to hiring challenges? 33% (190) No, 67% (386) Yes
- Gold Seal Providers (accredited)? 30% Gold Seal, 70% Not Gold Seal
 - 34% (57) has had a large amount of turnover
 - 53% (89) has had a small amount of turnover
 - 13% (22) has had no staff turnover

Cara Cerchione requested to know the facilities that have the highest retention. She also wanted information about staff budgeted and open budgeted positions.

Allison Metsch provided an overview of what is being offered to all Broward providers and educators and including, reduced CPR rate, free tuition for DCF 45-hour training requirements, free training competency exams, targeted training & support, career counseling & guidance, additional funds for retention incentives, additional funds for bonuses as a part of CARES 6 grant distribution and seek & connect (Job Board).

Laurie Sallarulo asked how we become more of a Human Resources resource for these providers. She suggested we should provide templates, training, and create libraries for them to be able to access. HR Resources would be helpful as a lot of these providers may not be experts in HR on how to onboard properly and the tools they need to onboard. We don't have to create it but having those resources would benefit them.

Allison mentioned we have director and owner leadership training which we are asking them to attend monthly. That training is led by two former directors.

Next Steps is that we are building a team of support. We will have/hire 1 manager who supervises our coaches, career counselors, 5 coaches to provide on-site mentoring, coaching, modeling, training, etc. we will be going out to the schools and we will be tracking data

Laurie Sallarulo wants to make sure that we are keeping minutes or records of all the ideas we have.

CEO said that we keep notes of these meetings, not minutes.

Mairim Hernandez (CharLee Program) - Providers are concerned because they need help with staff. Yes, they are definitely getting more money from the ELC and it helps tremendously but the short staff is really hurting. She is ok with giving the teachers hiring incentives, but what about their performance. What are the teachers doing with the kids, we don't just want them to be a babysitter? We have a lot of problems not captured in a survey. There is a lot going on in the field now that was not happening before. Hopefully, our employees will be on board with all the great services the ELC are providing.

	<p>Laurie ich Levinson asked when do you attach the total dollars we have and the budgeted amounts to these different buckets so we can take a look at how the plan comes together financially?</p> <p>Howard replied within the next 2 weeks we should have this information.</p> <p>William Karp wanted to add that the bigger issue is going to be the coaching because one thing we are seeing is a significant rise in what we might call bad behavior on the staff people part. Staff doing harmful things to children, nothing really serious, but in general the kind of behavior that the directors are telling us like “I didn’t have a good feeling about this person, but If I let them go, I don’t have anybody to replace them yet., so I’m just trying to deal with it.” We are seeing a real increase in that in the last couple of months, so having that coaching will be a great help for directors.</p>
NEW BUSINESS	No discussion
MATTERS FROM THE COMMITTEE	No discussion.
MATTERS FROM THE CHAIR	No discussion.
PUBLIC COMMENT	There was no comment.
NEXT MEETING DATE	TBD
ADJOURN	Meeting adjourn the meeting at 11:36 AM

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.