

APPROVED BOARD OF DIRECTORS MEETING MINUTES OF FEBRUARY 17, 2011

<i>Members Present</i>	<i>Members Absent</i>	<i>Guests</i>	<i>Ex-officio</i>
Terrie Ellis	Dr. Marsha Fishbane	Reinier Potts	Warren Eldridge
Commissioner Shelley Vana	Ken Kahn	Ainsworth Geddes	Christie Young
Dr. Barbara Weinstein	Laura Pincus	Tracy Crawford	Vivian Blackmon-Taylor
John O'Malley	Dr. Roanne Moreno	Michele Kaplan	Aruna Gilbert
Kathy Adams (Chair)		Marshas Myrthil	Heather Sargent
Christina Worley		Richard Schagrin	Chelsea Reinhart
Patrick Cannan		Diana Heller	
Tana Ebbole		Gail Fabian	
Mary Dulkowski		Shelley Robinson	
Wanda Baldwin		Tijuana Williams	
Philippe Jeck		Lisa Olds	
Perry Borman		Donna Gogreve	
Howard Burnston		Karen Brandi	
Michael J. Napoleone		Esther Stephens	
		Joel Stephens	
		Brooke Sarria	
		Manny Sarria	
		Kyle Sarria	
		Sally Laws	
		Juanita Bentley	
		Lajuanda Williams	

These minutes summarize key action items of the meeting of the Board of Directors for the Early Learning Coalition. They do not include all issues discussed. A transcript of the meeting by recorded audiotape is the official record and is available to all interested parties.

I. CALL TO ORDER AND INTRODUCTIONS

Roll call was taken and a quorum was established.

II. CHANGES, ADDITIONS, DELETIONS TO THE AGENDA

Add item to New Business – Letter of Support for Child Care Facility in the Palm Beach County Courthouse. Also, Philippe Jeck requested that the finance report be pulled from the Consent agenda.

III. NOMINATING COMMITTEE MEETING – Philippe Jeck

Tana Ebbole motioned, Commissioner Shelley Vana seconded and the Board unanimously voted to approve the Nominating Committee Meeting Minutes of February 4, 2011.

IV. PRESENTATION

Lisa Olds of Florida Association for Child Care Management (FACCM) presented to the board.

V. CHAIR COMMENTS (Ms. Kathy Adams)

Kathy Adams discussed the upcoming trip to Tallahassee for the quarterly Early Learning Advisory Council meeting. In addition, Ms. Adams recommended that the class violations policy be postponed until the June meeting.

Philippe Jeck motioned, Tana Ebbole seconded and the Board unanimously voted to defer the reporting of proposed policy of class violations until the next meeting.

VI. EXECUTIVE DIRECTOR REPORT (Mr. Warren Eldridge)

Warren Eldridge reported on the current legislative issues to include the Governor's budget proposal for early learning. From a Federal perspective, the President's budget seems to be positive for the Child Care Development Block Grant. However, the House budget calls for a cut in early learning and would trickle down to us dramatically. Mr. Eldridge has not seen the Senate budget yet.

Tana Ebbole stated that the context of the conversation that the board should have is not just about the single issue of early care and education but the healthy development and support for young children. Our work needs to move from measuring the number of kids you serve and how much you make, to measuring child outcomes. It will be necessary to have child outcome data to develop an argument to legislators.

VII. CONSENT ITEMS

- A. Approval of Audit Committee Meeting Minutes of January 20, 2011
- B. Approval of Finance Committee Meeting Minutes of January 20, 2011
- C. Approval of Executive Committee Meeting Minutes of January 20, 2011
- D. Approval of Board of Directors Meeting Minutes of December 16, 2010
- E. Finance Report

Philippe Jeck motioned, Tana Ebbole seconded and the Board unanimously voted to pull the finance report from the consent items.

Philippe Jeck motioned, Tana Ebbole seconded and the Board unanimously voted to approve the consent items A-D.

Philippe Jeck inquired of the under spending of funds during the first quarter. Warren Eldridge responded that the Coalition spent local funds first. The budget will be expended 100% by the fiscal year end. The Coalition will be asking for additional funds at that time.

Philippe Jeck motioned, John O'Malley seconded and the Board unanimously voted to approve the finance report.

VIII. OLD BUSINESS

VPK Update

Sally Laws reported on the VPK Update. February is the opening season for VPK. That is when the new certificates for the upcoming VPK year are issued. 1,344 certificates have been issued for the upcoming fall program and 49 for the summer program. These numbers will continue to increase throughout the year.

Vacation Policy

Christie Young reported on the Coalition Vacation Policy. As of June 30, 2010, the current policy has resulted in \$53,021 in accrued vacation. Staff is proposing to reduce the number of

accrued vacation hours to 120 hours at the end of each fiscal year or June 30th annually. The recommendation will encourage employees to use vacation time and also help to ensure that the liability to the organization is limited. Effective July 1, 2011.

Christina Worley motioned, Philippe Jeck seconded and the Board unanimously voted to approve the updated Vacation Policy.

Environment Rating Scales (ERS)

Aruna Gilbert reported on the Environment Rating Scales to include: Status of implementation of Phase I in Palm Beach County; definition for ERS scores; and minimum requirements of scores being used for School Readiness in other Coalitions. Terrie Ellis inquired how the scoring was calculated. Tana Ebbole stated that Quality Counts system and Early Learning should be consistent so that providers do not have to use two sets of rules. If one uses averages of scores then the other should do the same.

Child Outcomes Study

Christie Young reported on the Child Outcomes project. Staff is recommending board to approve a no-cost contract extension for the Center for Family Study and Research at the University of Missouri to extend the contract period through April 2011. To include approval for Board Chair or designee to sign contract extension.

Tana Ebbole motioned, Philippe Jeck seconded and the Board unanimously voted to approve a no-cost contract extension and Board Chair authority to sign contract extension.

Service Agreement Update

Warren Eldridge reported on the Coalition Service Agreement. Mr. Eldridge directed the board's attention to the draft service agreement that was developed by other coalitions in the state, located in the packet. This is to be used only as a starting point. Staff is recommending that the board give the executive committee the authority to move forward once we get the content correct of a revised service agreement.

Mr. Eldridge also recommended to the board of having the School Readiness service agreement between the Coalition and the provider instead of with the contractor and the provider. Pam Kane stated that legally it would limit the Coalition's scope of liability. Tana Ebbole suggested that we should be consistent with that of the VPK model, in that the service agreements are with the Coalition but the monitoring and management are delegated to the central agency.

Commissioner Shelley Vana motioned, Tana Ebbole seconded and the Board unanimously voted to approve the recommendation of the Coalition's counsel that the School Readiness provider contract be between the Coalition and the provider directly but the monitoring and management be delegated to the central agency.

Warren Eldridge stated that his goal was to sit with the provider community to address any concerns with the service agreement before June. Therefore, allowing the Executive Committee the authority to negotiate the final terms of our standard form of agreement.

Tana Ebbole suggested putting together a list of items of the differences between the old service agreement versus the new service agreement in terms of monitoring, inspections, expectations, etc.

Philippe Jeck motioned, Tana Ebbole seconded and the Board unanimously voted to approve to delegate to the executive committee the authority to negotiate the final terms of our standard form of agreement and approve it for distribution to the providers.

Barbara Weinstein abstained from voting. Terrie Ellis will help set up a meeting with providers and staff.

Additional information on School Readiness Health & Safety Inspection Policy

Warren Eldridge reported that this is an additional policy another coalition is using. Pam Kane explained that the non-exempt (i.e. faith based, etc.) population is not covered by the Department of Health and Licensing and that Gateway's policy enacted their own local creation of a non exempt structure of licensing inspections to these providers.

IX. NEW BUSINESS

Possible Fraud or Misrepresentation Policy from ELC Southwest Florida

Warren Eldridge reported that this policy talks about fraud and child care providers. Within the past year there have been 12 instances that were reported to Florida Department of Law Enforcement (FDLE), enough suspicion to be turned over for further investigation. At the last ELC board meeting the Board Members took a vote for Family Central to hire a position that would be able to investigate these instances more thoroughly to make sure that what they send to FDLE is as complete as possible. The goal is to serve as many children as possible in the right way. This has been brought before the board to begin contemplating the steps for the Coalition to take if we find a provider and/or parent that has committed fraud.

Letter of Support for Child Care Facility in the Palm Beach County Courthouse

Michael Napoleone reported that there is a need in the courthouse for a child care center where children can be dropped off while their parents are in court. The Palm Beach County Bar Association has put together a taskforce to see if this can be done. Mr. Napoleone is asking for a letter of support from the Coalition.

Tana Ebbole motioned, Commissioner Shelley Vana seconded and the Board unanimously voted to approve the letter by the Coalition in support of the Courthouse Child Care Center.

John O'Malley with the Department of Health, Licensing, abstained from voting.

X. BOARD MEMBER COMMENTS

None were noted.

XI. PUBLIC COMMENTS

Jorge Perez commented on violation types affecting provider rates, financial hardship and fairness. Esther Stevens requested that public comments be at the end of the meeting. Tracy Crawford (presented by Marshas Myrthil) would like to see the individual teachers held accountable instead of the facility. Marshas Myrthil commented on health & safety inspections. Tijuana Williams suggested including provider feedback in determining the terms of the contract.

Tana Ebbole suggested if we could not think of just Class II violations as a whole but the Class II violations that we think are significant enough to warrant being treated as Class I violations. Ms. Ebbole also suggested that the committee of providers look into this.

IX. ANNOUNCEMENTS

None were noted.

X. NEXT MEETING
June 16, 2011

XI. ADJOURNMENT

Tana Ebbole motioned, John O'Malley seconded and the Board unanimously voted to adjourn the meeting at approximately 3:00 p.m.

ACTION ITEMS

MEETING DATE	ACTION ITEM	PERSON RESPONSIBLE	EXPECTED COMPLETION DATE	STATUS
2-17-11	<ul style="list-style-type: none"> ▪ Staff to develop a proposed policy dealing with all class violations and their impact on contracts with providers. 	Warren	6/16/11	complete
	<ul style="list-style-type: none"> ▪ Staff to obtain service agreement content for next meeting. 	Warren	6/16/11	complete
	<ul style="list-style-type: none"> ▪ Terrie Ellis to assemble providers for a meeting to discuss service agreement. 			
	<ul style="list-style-type: none"> ▪ Discuss parent fraud at a later date when there is more time. Possible workshop. (Data: How many parents is this happening.) 			
	<ul style="list-style-type: none"> ▪ Meet with providers to go over class violations. ▪ List of differences between the old service agreement vs. the new service agreement 	Warren	6/16/11	complete