



**APPROVED BOARD OF DIRECTORS MEETING MINUTES OF SEPTEMBER 30, 2010**

<b>Members Present</b>	<b>Members Absent</b>	<b>Guests</b>	<b>Ex-officio</b>
Christina Worley	Helene Rosen	Jose Bereicua	Warren Eldridge
Commissioner Shelley Vana	Philippe Jeck	Sally Patterson	Christie Young
Dr. Barbara Weinstein	Ken Kahn	Sally Laws	Vivian Blackmon-Taylor
Dr. Marsha Fishbane		Reinier Potts	Sheree Haynes
Dr. Roanne Moreno		Karen Deringer	Aruna Gilbert
Howard Burnston		Barry Miller	Ginger Gladden
John O'Malley		Ainsworth Geddes	
Kathy Adams (Chair)		Tracy Crawford	
Kristy Pressly		Gail Fabian	
Laura Pincus		Alissa Nicholson	
Mary Dulkowski		Marshas Myrthil	
Patrick Cannan			
Perry Borman			
Tana Ebbole			
Terrie Ellis			
Wanda Baldwin			

*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.*

**CALL TO ORDER**

Board Chair Kathy Adams called the meeting to order at approximately 1:00 p.m. The members were asked to briefly visit the Children & Youth Cabinet meeting down the hall. Once everyone returned, a quorum of voting members was established. The Chair introduced Dr. Brittany Birken of the Agency for Workforce Innovation who is visiting our area for the Children & Youth Cabinet meeting. Ms. Birken thanked Palm Beach for doing a great job supporting the children.

**CHANGES, ADDITIONS, DELETIONS TO THE AGENDA**

Mr. Eldridge recommended the following items to be moved to the front of the agenda. Items VI-Consent Items, VIID-School Readiness Provider Service Agreement proposal, VIID-Six Month Contract Extension for Family Central and IVA-Annual Report.

Christina Worley motioned, Tana Ebbole seconded, and the Board unanimously voted to approve to move items VI A-I, VIID, VIID and IVA to the front of the agenda.

**CONSENT ITEMS**

- A. Approval of Board of Directors Meeting Minutes of May 20, 2010
- B. Approval of Nominating Committee Meeting Minutes of June 11, 2010
- C. Approval of Board of Directors Meeting Minutes of June 30, 2010
- D. Approval of Fundraising Committee Meeting Minutes of July 21, 2010
- E. Approval of Fundraising Committee Meeting Minutes of August 18, 2010
- F. Approval of ED Assessment Committee Meeting Minutes of August 18, 2010
- G. Approval of Executive Committee Meeting Minutes of August 19, 2010
- H. Approval of Plan Amendments
- I. Approval of Nonprofits First® Service Agreement

Christina Worley motioned, Howard Burnston seconded, and the Board unanimously voted to approve changing the title of the six month contract extension for Family Central and Home Safe to Family Central only.

Tana Ebbole motioned, Christina Worley seconded, and the Board unanimously voted to approve the consent items VI A-I.

The Coalition's legal counsel, Pam Kane of Sachs, Sax, Caplan, discussed the school readiness provider service agreement proposal. The proposal covered two topics, to terminate with or without cause and suspensions. Ms. Kane stated her direction was that the Coalition does not want to be tied into specifics in the language. The language needs to be as broad as possible. Dr. Weinstein stated as CEO of Family Central, she will need to abstain from voting on this issue. Terrie Ellis would like it to be noted there needs be more substance for terminating a contract. Tana Ebbole stated that there are other entities involved such as licensing, and that the Coalition would like there to be a higher standard set and to have more flexibility. Mr. Eldridge stated that it should be noted unlike that of VPK, the contract is between Family Central and the child care provider, not the Early Learning Coalition and the Child Care provider.

Commissioner Shelley Vana motioned, Tana Ebbole seconded, and the Board unanimously voted to reconsider the school readiness provider service agreement proposal.

Tana Ebbole motioned, John O'Malley seconded, and the Board unanimously voted that the staff of ELC, FCI, DCF and DOH with their respective legal counsels work to achieve the needs to be available for the Early Learning Coalition the ability to set a higher standard in terms of the ability to terminate or suspend contracts with providers in light of our concern over issues relating to a child in the care and custody of a child care center or family home being supported by our resources.

Mr. Eldridge reported that Family Central is currently in the third year of a three year contract cycle. But the Senate Bill 2014 requires the Agency for Workforce Innovation to promulgate rules as it relates to procurement of services. AWI had a meeting a couple weeks ago and has set a goal of February to have their new rule promulgation for procurement set in place. Currently, Chapter 287.057 Florida Statutes, which is the state procurement rules, applies to the Coalition. However, as soon as AWI promulgates rules the Coalition will have not be bound the procurement statute. This may or may not give a five-year cycle rather than a three-year cycle. In addition there may be other significant changes. Staff is suggesting offering Family Central a six month extension that would have their current contract that is to expire in June 2011 to expire in December 2011.

Mr. Eldridge is recommending to the board that the Coalition provides Family Central with a six month extension to the current contract until December 31, 2011.

Laura Pincus motioned, Tana Ebbole seconded, and the Board unanimously voted to provide Family Central with a six month extension to their current contract with the Early Learning Coalition until December 31, 2011.

#### **CHAIR COMMENTS**

Board Chair Kathy Adams introduced the newest board members Laura Pincus of the School District of Palm Beach County, Terrie Ellis of the Little Dude Ranch Academy and Mary Dulkowski of The King's Academy. Ms. Adams reported on the Early Learning Advisory Council meeting that was held in Tampa earlier this month. Ms. Adams also reported on the evaluation of the executive director. It was stated that Warren Eldridge has done an excellent job as executive director. Due to the economy the executive director will not accept a salary increase this year.

## **PRESENTATIONS**

Karen Deringer gave the following CSC reports:

1. Policy Brief
2. School Readiness
3. Birth Outcomes

Aruna Gilbert presented the Early Learning Coalition's 2009-10 annual report to the board.

## **EXECUTIVE DIRECTOR REPORT**

Mr. Eldridge updated the board on the following. The Coalition is partnering with the Children's Services Council to provide our fiscal services. Vivian Blackmon-Taylor is working with Survey Monkey to design the survey on quality versus reimbursement rate for the child care providers to complete and return. The child care site visits will resume now that we have the two child care providers, private and faith based, added to our board.

## **OLD BUSINESS**

### ***Legislative Update***

Mr. Eldridge reported that he will be following the rules promulgation resulting from Senate bill 2014. There are over 35 rules that will be promulgated.

### ***VPK Update***

Mr. Eldridge reported on the VPK enrollment counts. VPK attendance has increased again this year.

### ***Environment Rating Scale Implementation Roll Out***

Aruna Gilbert introduced the general roll out plan for the environment rating scale to ensure that there is adequate capacity for training, technical assistance and supports for providers. A self study will go out to all providers from January to June 2011. During this time the providers will have a voluntary opportunity to learn about the scales and look at the tool and their center to see where they would like to go for quality. July 2011 to June 2012 will be the Baseline Assessment Phase that will be completed on all providers by trained assessors. Beginning July 2012 a formal assessment will be issued. A score will be defined for receiving school readiness funds. This is only for the school readiness program. The lowest score will be either at a level 3 or 3.5. A level three is a minimal standard level. A level five is good and a level seven is excellent. Tana Ebbole stated that we already discussed that we were not going to have a minimal level that was mediocre at the board retreat. The quality improvement system has already been established in this county. This is a mutually supported process for the providers but more importantly for our children.

### ***Breakfast with the Champions of Children***

Vivian Blackmon-Taylor reported that the breakfast will be held on November 3, 2010 at the Kravis Center. The Coalition is honoring Tana Ebbole and Philippe Jeck who are long time supporters of early childhood education and economically disadvantaged children. Invitations have been printed and mailed. The Coalition has received several sponsorships already.

### ***Finance Report***

Sheree Haynes reported on the finance report. We are closing out the fiscal year end and we are on target for slot utilization. The administration costs are at 3.5%. The Coalition's scheduled annual audit by Rampell & Rampell is in two weeks.

## **NEW BUSINESS**

### ***Child Outcomes Project***

Christie Young reported that the Early Learning Coalition with the support of the Children's Services Council is embarking on a multi-year evaluation of child care programs to begin child assessments in the fall 2011. This study will identify which programs or components of programs are delivering the greatest child outcomes in the community. The Coalition has selected a team

at the Center for Family Policy and Research (CFPR) at the University of Missouri to provide consulting services and lead us through the project. This team is led by Ms. Kathy Thornburg, an expert in this field of work. Per Board approval at the May 20, 2010 meeting, the Coalition has entered into a contract with CFPR for an amount not to exceed \$15,000. Currently, they are finalizing the study design and drafting the RFP for review and approval by our project workgroup and agency leadership. It is expected to be a study of approximately 32 months.

Projected Timeline: (to be finalized by workgroup by 10/30/10)  
 Proposal Advertised: By end of 2010  
 Evaluator Contract Award: Spring 2011  
 Study Begin: August 2011

**Conflict of Interest Presentation by Pam Kane**

Pam Kane reported on the Sunshine Law. If you have a meeting with another ELC board member and the discussion could be discussed at a future ELC board meeting then you must provide reasonable notice of the meeting, provide an agenda of what will be discussed and minutes are to be taken. As far as email and/or public comments at a meeting where you are attending and another ELC board member is involved, you can make a comment but you cannot have those comments answered whereby a conversation now has ensued.

Pam Kane reported on Voting Conflicts. A voting conflict is when a matter that is being voted on is of private gain or loss between the board member and his/her business, relatives, family, etc. This type of conflict will prohibit you from voting. However, you are allowed to participate in the discussion upon submitting a conflict of interest form.

**BOARD MEMBER COMMENTS**

Christina Worley stated that the board must help with providing names to staff for the breakfast. Dr. Barbara Weinstein stated that Family Central has completed the restructuring of their organization and Carol Fauci is now Chief Corporate Officer, Wendy Solomon is now the Chief Program Officer and Ainsworth Geddes has been promoted to Executive Vice President.

**PUBLIC COMMENTS**

None were noted.

**ADJOURNMENT**

Christina Worley motioned, it was seconded, and the Board unanimously voted to adjourn the meeting. The meeting was adjourned at approximately 3:00 p.m.

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**ACTION ITEMS**

MEETING DATE	ACTION ITEM	PERSON RESPONSIBLE	EXPECTED COMPLETION	STATUS
9-30-10	<ul style="list-style-type: none"> <li>▪ Re-consider the school readiness service agreement proposal.</li> </ul>	Pam Kane		