

Early Learning Coalition of Pinellas County, Inc.
Working for the Success of Pinellas County's Children

BOARD OF DIRECTORS' MEETING

Thursday, July 9, 2009

APPROVED MINUTES

PRESENT

Voting Members: Dr. Ken Peluso, Chair; Craig Phillips, Treasurer; Michael Pachik, Secretary; Cindy Seletos, Nancy Bostock, Ellen Lasher, Steve Overton, Joanie Sigal, Anne Sullivan, Carla Recker, Jeff Joyner, Gay Lancaster, Laurie Ferguson representing Louise Boothby-Llorente, Lounell Britt, Dr. Claude Dharamraj, Edward Peachey

Non-Voting Members: Guy Cooley, Judith Miller-Bruckner, Diane Brown

ABSENT

Jack Geller; Juanita Heinzen, Kevin Mekler; Le Ann Elliott; Lourdes Benedict, Cindy Jameson, Donna Rippley

STAFF

Janet Chapman; Lindsay Carson; Carol Tryon, Lisa Zawistowski, Barbara Scarsbrook

IN ATTENDANCE

Paul Runyon; Wilson Ramos; Michele Reid; Gary Cernan; Lynne Faimalie; Katie Yeates; Sharon Carie, Bonnie Mettetal, Julie Ulibarri; Lisa Easler-Attorney; Sheila Sosnowski, Lisa Johnson, Anne Brooks, Art O'Hara, Lynn Gibson.

OFFICIAL RECORDER

Carol Tryon

I. CALL TO ORDER

A quorum of 16 was present and Chair, Ken Peluso called the meeting to order at 4:05 p.m.

A. Adoption of Agenda

Chair Peluso called for approval of the agenda for the July 2009 meeting.

A motion was made by Ellen Lasher and seconded by Joanie Sigal to:

Approve the July 2009 agenda.

Discussion: None

The motion passed unanimously.

B. Approval of Minutes

Chair Peluso called for approval of the May 2009 minutes.

Discussion: Cindy Seletos found an error on page 7, the reference to Cindy Jameson should have been Cindy Seletos.

A motion was made by Cindy Seletos and seconded by Lounell Britt to:

To Approve the May 2009 minutes with the typographical errors and forth coming correction

The motion passed unanimously.

II. CHAIRMAN'S REPORT

Chair, Ken Peluso, shared with the Board that this coming year in Tallahassee will be quite eventful in regards to funding. Dr. Peluso explained that the VPK program is running out of money, that Tallahassee will be voting on a working budget soon, he will report the findings at the next Board meeting.

III. EXECUTIVE DIRECTOR'S REPORT

Janet Chapman announced the Coalition has started its new fiscal year as of July 1st.

Ms. Chapman explained that our Stimulus (ARRA) Funding has served 951 children to date. 729 were previously funded by JWB under the Low Income Working Families program (LIEF) 800 letters were sent to families on the wait list offering for temporary summer camp scholarships, 188 children signed up for the summer program.

Ms. Chapman also made the Board aware of the Outcome of the FACCM (Florida Association for Child Care managers) versus Duval Coalition. The courts ruled in favor of the Coalition operating its Five Start Quality program.

She also informed the Board of two licensed child care centers who received corrective action under the Coalition's Health and Safety policy had Appealed the decision to the Executive Committee. Final outcome is yet to be determined.

III. COMMITTEE REPORTS AND ACTION ITEMS

A. Executive Committee

1) School Readiness Eligibility Priorities 09.07.01

As a result of the American Recovery and Reinvestment Act of 2009, the Early Learning Coalition of Pinellas County, Inc. was awarded \$1.5 million in May 2009 to be used for school readiness child care slots. The ARRA funding can be utilized to assist families receiving Unemployment Compensation Benefits and those in work placement through WorkNet training programs.

Recommended by the Service Delivery Advisory Council

Approved by Executive Committee for immediate implementation June 30, 2009.

To ratify the Executive Committee approval of the revised School Readiness Service Priorities for the duration that ARRA funds are available.

A motion was made to by Cindy Seletos and seconded by Jeff Joyner to:

To approve School Readiness School priorities for recipients of Unemployment Compensation Benefits

The motion passed unanimously.

2) Coalition Plan Amendment 09.07.02

The 2006-2009 Coalition Plan will be extended into FY 2009-2010. Recent changes to the service delivery system and the addition of American Reinvestment Recovery Act funds require amendment to the existing Plan. Changes are summarized as follows:

- Change in service delivery model. Professional Development Trainer
- Requires VPK providers to submit changes on a revised VPK-11 rather than a *VPK Change Request Form*
- AWI is exploring the expansion of the ERS tools as a quality activity under ARRA.
- School Readiness and Voluntary Prekindergarten Grievance/Dispute
- Reference to “Comprehensive Family Support” was corrected to “Total Family Strategies.”
- Added unique populations to be served with ARRA dollars.
- Age Appropriate Screening and Assessment Changes
- Pre- Post Assessment changes.

Recommended by the Service Delivery Advisory Council

Approved by the Executive Committee for immediate implementation June 30, 2009.

Discussion:

Public comment was made by Shirley Lynn Gibson, a family child care home provider representing the Family Child Care Home Association. Ms. Gibson was speaking on behalf of a family child care home provider; in regards to questioning a child protective services investigation in the provider’s home and the Coalitions decision to suspend School Readiness funding until the investigation is completed. Ms. Chapman noted that the Health and Safety Policy does not address Child Protective Investigations.

A motion was made Ellen Lasher and seconded by Jeff Joyner to:

Approve the Coalition Plan Amendment.

The motion passed unanimously.

3) 2008-2009 Budget Amendment #8 09.07.03

An analysis of budget and expenditures of the Coalition administrative dollars for the School Readiness and the Voluntary Prekindergarten programs at the end of May indicates some of the line items in the Coalition's budget are showing a deficit while others are showing a surplus. Modifications have been made to align budgeted amounts to the expenditure levels for the following line items:

| | |
|----------------------------------|-------------------------|
| • Other Contractual Services | • Workshops and meeting |
| • Postage and delivery | • Salary and Fringe |
| • Equipment rental & Maintenance | • Bank Service Charges |
| • Legal Fees | • Subscriptions |
| • Conference and Training | • Office Supplies |

Approved by the Finance and Executive Committees

A motion was made Mike Pachik and seconded by Edward Peachey to:

Discussion: None

The motion passed unanimously.

4) 2009/2010 Coalition Budget 09.07.04

Treasurer Phillips reported the Fiscal Year 2009-2010 estimated total combined budget for the Coalition is \$48,567,836 including \$33,285,994 for the School Readiness program; \$15,063,747 for the VPK program; \$85,000 for the VPK Regional Facilitator; \$58,095 for the VPK Outreach and Awareness and Monitoring Initiative program, and \$75,000 for the Inclusion Grant.

This budget addresses two major programs; School Readiness and Voluntary Prekindergarten and ensures that:

- 75% of the Coalition's SR allocation will be expended on direct child care, while 9 % is designated for quality initiatives, 5% for administration, 9% for non-direct services, and 2% for Infant and Toddler, Inclusion and Resource and Referral services.
- 95% of the Coalition's VPK grant allocation is expended on direct child care, while 4.85% of the VPK grant allocation is expended on administration and non-direct services.

Approved by the Finance/Audit Committee

Discussion:

Dr. Dharamraj and Gay Lancaster proposed that the Coalition budget be approved without staff salary increases and cost of living increases.

Public comment was made by Mr. Art O'Hara, Executive Director of R'Club Child Care Centers, regarding the difficulty in understanding the Coalition budget. Ms. Gay Lancaster supported his statement.

Board members requested a motion to amend the budget excluding merit or cost of living increases for Coalition staff.

A motion was made by Gay Lancaster and seconded by Dr. Dharamraj:

To approve the Coalition Budget for 2009-2010 excluding merit or cost of living increases for staff.

The motion passed unanimously.

B. Finance/Audit Committee
5) Report

Treasurer Phillips reported the Coalitions expenditures for the School Readiness contract as of May, 2009 totaled \$30,253,989. The number of SR children served was 7,928. The Coalition's slot utilization is at 101%. Funds will be moved from Quality, Administrative and indirect to balance SR expenditures.

The Coalition's year to date expenditures for the VPK contract at the end of May, 2009 totaled \$14,625,620.00. The total VPK children served was 5,289. The Coalition's year-to-date utilization is at 107%. The Agency for Workforce Innovation will cover the overage. The administrative expenditures were 4.60%.

The financial statements for the period ending May, 2009, showed that the Coalition financial position is sound. The Coalition's cash and grant receivable exceeds its accounts payable and advances due back to the grantors by \$316,417.53.

Re-obligation request for the VPK program

The Coalition is requesting additional funding to resolve a current year deficit projection of \$481,624 for the Voluntary Prekindergarten program.

AWI – Fiscal Monitoring Final Report

The formal monitoring report was received by the Agency for Workforce Innovation. There were no findings or recommendations.

C. Foundation Committee -There was no report.

D. Communications Committee Update

Joanie Sigal reported for Chair Cindy Jameson. The Communications Committee had met earlier prior to the Board meeting and revised the draft of the Mission and Vision Statement based on feedback at our last Board meeting. Ms. Sigal informed the Board that this is not an action item today, please read over the handout and contact Lindsay Carson with comments.

E. Service Delivery Advisory Council

6) School Readiness Compliance Policy for Informal Providers 09.07.05

The Coalition policy and procedure is for all informal care providers, receiving School Readiness (SR) funding. A workgroup comprised of Coordinated Child Care and Coalition

