

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

BOARD OF DIRECTORS ANNUAL MEETING

Thursday, November 8, 2007

APPROVED MINUTES

PRESENT

Voting Members: Dr. Ken Peluso, Chair; Cindy Seletos, Vice-Chair; Jack Geller, Treasurer; Dr. Claude Dharamraj; Lounell Britt; Michael Pachik; Le Ann Elliott; Ellen Lasher; Lourdes Benedict; John Morroni; Anne Sullivan; Linda Tamanini; Edward Peachey

Non-Voting Members: Louise Boothby-Llorente; Guy Cooley; Diane Brown; Lynne Faimalie; Gary Cernan for Gay Lancaster; Donna Rippley for Pam Moore

ABSENT

Steve Overton; Juanita Heinzen; Judith Miller-Buckner; Cindy Jameson, Secretary;

STAFF

Janet Chapman; Bonnie Touchton; Lindsay Carson; Barbara Scarsbrook; Merita Kafexhiu; Mary Ann Goodrich

IN ATTENDANCE

Susan McPhee; Debra Ballinger; Paul Runyon; Charles Harris – Attorney; Lynn Gibson

OFFICIAL RECORDER

Lindsay Carson

I. CALL TO ORDER

A quorum was present and Chair Peluso called the meeting to order at 4:06 p.m.

A. Adoption of Agenda

Chair Peluso called for approval of the agenda for the November 2007 meeting.

A motion was made by Linda Tamanini and seconded by John Morroni to:

Approve the November 2007 Agenda.

Discussion: Mike Pachik requested Service Delivery Committee be revised to reflect their current name, Service Delivery Advisory Council. Diane Brown requested to be added under Informational Items to present on reimbursement rates. Chair Peluso requested action item 07.11.02 be presented upon approval of the agenda.

The motion passed unanimously to approve the agenda with noted revisions.

1) Action Item 07.11.02– Appointment of Board Member

Description:

Ellen Lasher presented the following individual has been nominated by the Board Development Committee to fill a private sector seat on the Coalition Board:

Private Sector Members

Mr. Jeff Joyner, Wachovia Wealth Management

Nominations may also be made from the floor with prior consent of the nominee.

Recommended by the Board Development Committee

A motion was made by the Jack Geller and seconded by LeAnn Elliott to:

Approve the selection of the Board member proposed by the Board Development Committee.

Discussion: none

The motion passed unanimously.

B. Approval of Minutes

Chair Peluso called for approval of the September 2007 minutes.

A motion was made by Ellen Lasher and seconded by LeAnn Elliott to:

Approve the September 2007 minutes.

Discussion: none

The motion passed unanimously.

II. CHAIRMAN'S REPORT

Chair Peluso reported he had a phone conference with Brittany Birken regarding the potential budget cuts. He was informed that the all budget cuts will be absorbed at the state level and will not come from individual coalitions. Cuts should have no effect on Coalitions for 3 years.

He also shared he attended the Early Learning Association of Chairs (ELAC). AWI is scheduling individual meetings with executive directors to discuss oversight and audit. Early learning makes up 2/3 of AWI's budget. They also shared there will be a 2 week limit on audits per year.

He also requested Board members complete the Board Member Self-Assessment and return them to Janet. Michael Pachik requested members also include a short description of themselves.

Dr. Peluso shared he was recently contacted for comment by the media regarding the changes in the YMCA of Sarasota contract for the Safe Children's Coalition. He reiterated that the mission of Early Learning Coalition revolves around education only.

He also presented the idea of a creating a foundation. The Board discussed the existence of an existing committee.

III. EXECUTIVE DIRECTOR'S REPORT

Ms. Chapman reported:

The Inclusion Coordinator has been hired and the program is off and running. She presented a flyer for the new program we are calling P.I.E.C.E. As information moves quickly through the early education and care world, we have already been contacted by 8 programs wanting to participate.

The Continuing Education Units application has been submitted and we are awaiting feedback from the International Association of Continuing Education and Training (IACET) regarding our site visit.

The Coalition been audited by Cherry, Bekaert and Holland. Those results, once we receive them, will be shared with the Audit/Finance Committee.

We have monitored 28 Voluntary Prekindergarten programs this year.

One Voluntary Prekindergarten/ School Readiness program has been on a limited contract since July 1, 2007. To remain a contracted Coalition/CCC provider the program must score at least 3 points on the Environmental Scale. Additional technical assistance visits have documented chronic non-compliance with health and safety issues. At this time we are preparing letters to the owner of the facility and the parents making them aware that there will be no new scholarship children enrolled. Parents may request assistance if they wish to transfer their child to another program.

A second program was certified to offer Voluntary Prekindergarten but has not met the staffing criteria for VPK since September. They are required to have 2 teachers in the classroom with 10 or more VPK children and the program only provides one. Repeated correspondence with the owner has not resolved the issue. The owner has received no payment for VPK services since September. We are considering de-certifying the VPK program and allowing parents to transfer their children to a true VPK program that is appropriately staffed. Ellen Lasher inquired about the availability of other VPK programs nearby as children are transferred. Ms. Chapman reported capacity in the area has been reviewed and will meet the needs of the families.

Our policies address a grievance process and we are looking to establish such a committee of Board members. Attorney Charley Harris added that staff grievance policies should be consistent.

E.L.I.S. is the Early Learning Information System (data) that is under development. The project has been "on the books" for 4 years. Pinellas is a key player in the development of this new data system which will capture all children's enrollment information, parent eligibility, payments and listings of providers. The system is to be up and running by 2010. Dr. Peluso added that the project was cut by \$1.7 million.

IV. PRESENTATIONS

A. Sunshine Laws

Attorney Charley Harris presented on the Government in the Sunshine Laws.

Barbara Scarsbrook presented on the 5 Star Quality Rating System.

V. COMMITTEE REPORTS and ACTION ITEMS

A. Executive Committee

2) Report

The committee did not meet. Their next meeting will be held Thursday, December 6th at 4:00 p.m. at the Coalition office.

B. Finance Committee

3) Report- Jack Geller presented there was not a quorum at the meeting.

4) Action Item 07.11.01–2007-2008 Coalition Budget Amendment 2

Description:

Treasurer Jack Geller presented total budgeted revenue has increased from \$50,472,580 to \$50,582,315 equaling an overall increase of \$109,735. This increase in funds and proposed utilization of these funds is as follows:

Changes in Revenue Budget:

FDDC Inclusion Grant Award	Increase \$100,000.00
OEL O&A and Monitoring	Increase \$9,735.00

Adjustments to Coalition's Expenditure Budget:

The Coalition's Expenditure budget will be modified as follows:

Inclusion Grant Program	Increase of \$94,892.00
Administrative Expenditures	Increase of \$5,108.00
Contractual Services - CCC	Increase of \$9,135.00

A motion was made by the Jack Geller and seconded by Dr. Dharamraj to:

Approve Amendments to the Coalition Budget.

Discussion: None

The motion passed unanimously.

C. Service Delivery Advisory Council

5) Action Item 07.11.03– Reusable Resource Center

Description:

Lynne Faimalie presented the Early Childhood Education providers use a variety of materials to facilitate developmental play of young children. These materials are often prefabricated toys and supplies that are purchased. However, reusable materials such as packaging or outdated stationary can be just as effective if not more so.

The Reusable Resource Committee would like to explore the possibility of opening a reusable resource center for child care providers, youth serving agencies, home school associations and public school teachers, in Pinellas County. This project would be done with collaborating partners including the city recycling programs, public school district and members of the business community.

Recommended by the Service Delivery Advisory Council

A motion was made by the Michael Pachik and seconded by Ed Peachey to:

Approve the exploration of a reusable resource center with collaborating partners.

Discussion: Mary Ann Goodrich added that the project would be a collaborative effort with other community partners including the waste management systems and businesses.

The motion passed unanimously.

6) Action Item 07.11.04– Coalition Plan Amendment

Description:

Lynne Faimalie presented the following changes to the Coalition Plan

A. Attachment I: Coalition Membership

Attachment I of the Coalition Plan submitted to AWI references Board membership and is in need of revision. Governor Crist has appointed Dr. Ken Peluso as Board Chair. Jeff Joyner also has been appointed to the Board, filling the vacant private sector member slot. Additionally, Pamela Moore has been appointed by the school district to replace Dr. Carol Thomas.

B. Part IV Sections 3.4 and 5.3

Since the inception of the Infant Toddler Committee the activities to ensure quality infant toddler programs have been expanded. The Committee has identified parent education as a priority and has agreed to host the Infant Toddler Conference formerly presented by the Pinellas County License Board. Additionally the outcome measure for the Infant Toddler Program has been revised. The original measurement was based on the Environmental Rating Scales. Approximately half of the participants last year were family child care homes and were not assessed as the tool was not available. The alternative measurement consists of a pre/post assessment of teacher knowledge based on the training.

Recommended by the Service Delivery Advisory Council

A motion was made by the Jack Geller and seconded by LeAnn Elliott to:

Approve the Coalition Plan Amendment as presented.

Discussion: Lourdes Benedict suggested that information on the dangers of co-sleeping be shared at the Infant Toddler Conference. There have been 3 infant deaths in Pinellas County in the last month.

The motion passed unanimously.

E. Board Development Committee

7) Board Orientation

Lindsay Carson shared an orientation for new Board members will be schedule in the next month.

VI. INFORMATION ITEMS

- A. Public Meeting Notices
- B. OPPAGA's Early Education Governance Project Overview
- C. Florida Economic Summit for Children: Return on Investments
- D. Diane Brown shared an illustration of the rate increases for School Readiness scholarships over the last 6 years. She explained that these increases still leave the reimbursement rate far less than the current market rate. She also shared that child care providers are feeling the effects of the enrollment freeze. Janet Chapman shared that with the new information on the budget cuts, one in, one out enrollment will soon be opened.

Lynn Gibson shared that reimbursement rates for family child care homes are even less.

VII. PUBLIC COMMENT

There was no public comment.

VIII. ADJOURNMENT

There being no other business, the meeting adjourned at 5:30 P.M.

Approved by:

Dr. Ken Peluso
Chair

Date

Cindy Jameson
Secretary

Date