

EARLY LEARNING COALITION BOARD MEETING MINUTES 12/19/05

MINUTES

Early Learning Coalition of Miami-Dade/Monroe
Board of Directors Meeting
December 19, 2005 (8:00 a.m.)

BOARD ATTENDANCE: O. Verdeja (Chair), G. Swartz, D. Park, S. La Villa, Patricia Johnson, Daniel Armstrong, Yvonne Johnson, Gale Killion, J. Perkins, D. Lawrence, Chuck Hood, Clarence Jones, Mae Bryant, S. Herald, N. Seijas, Rick Beasley, Morgan Hill, Leslie Ann Roberts, Ann Karen Weller, Connie Chapell, , Kathi O'Donnell (for Leslie Roberts)

STAFF ATTENDANCE: P. Bender, Phyllis Ditlow, P. Dolan, Mina Prado, Juanita Armbrister, Jennifer Fouraker-Parsons, Erin Charlton, Olga Mendez, Kerry Allen, Joshua Millen, Mary Williams, Steve Rios, Ivonne Anton

GENERAL ATTENDANCE: Walter Harvey, Linda Carmona Sanchez, Karen Liederman, Edith Humes-Newbold, Rick Signori, Eduardo Rivera, Eric Moreno, Andy Davis, Ramiro Moreno, Barbara Weinstein, D. Blomberg, Phyllis Sanders, N Reyes, Rick Signori, Ann de las Pozas, Gloria Sinms, Juan Lopez, Montey Antoine, Donald Manning, Rafael Suarez, Heather Normandin

| AGENDA ITEMS | DISCUSSION/CONCLUSION | RECOMMENDATION/ACTION |
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| WELCOME & INTRODUCTION | <ul style="list-style-type: none"> O. Verdeja opened the meeting by greeting everyone and wishing everyone the best for the last few weeks of 2005 and the coming new year. | |
| APPROVAL OF MINUTES | <ul style="list-style-type: none"> O. Verdeja called for the approval of minutes from the last Coalition Board meeting, held on October 6, 2005. O. Verdeja has one change to his last comments on the minutes and asked that they reflect that he requested an IG from the state of Florida to look into the letter and the email. D. Lawrence commented that he had made extensive comments, none of which were reflected on these minutes and that it is a matter of history and integrity that these be reflected. He said we needed to go back to the minutes and go back to the tapes and reflect those comments in there. Silva addressed the chair saying that she also made a comment towards the end on that same topic and it was not reflected. S. Herald commented that she thinks it's really just the last bullet that needs to be looked at. | <ul style="list-style-type: none"> MOTION TO APPROVE THE MINUTES WAS DEFERRED UNTIL THE NEXT MEETING |
| NON AGENDA ITEM | <ul style="list-style-type: none"> G. Swartz addressed the chair with a concern regarding ELC staff being present at the meeting if they were not on the agenda or scheduled to | |

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make a presentation. Those staff member were asked to leave the room and return to work. All left except Ivonne Anton who stated that she felt she could stay until 9:00AM when her workday begins.

CEO UPDATE

OPPAGA

- P. Bender told us that OPPAGA was here all of last week and introduced Jennifer Fouraker who together with the VPK team put the whole effort together.
- Jennifer: Gave a brief summary of the OPPAGA visit telling us they visited over 300 hundred people while they were here and that the Coalition was responsible for doing all the logistics for their visit. They had 13 focus group both in Monroe and Dade County that consisted of parents, providers and instructors. Also they visited one on one with providers in Monroe and Miami-Dade. These providers were randomly selected. They also met with our Central Agency, the School District and the Providers Advisory Council. What we know for now on the results of the visit is that there's going to be recommendations to the legislation as a briefing only. There will not be a study and it will not be made public.

QRIS EXECUTIVE SUMMARY

- P. Bender gave us an update on the QRIS Executive Summary saying that the final plan was submitted for implementation and she believes it will go to program committee for their questions on January 11th and the board and we should be able to finalize that contract and start the Quality Rating System in full swing.
- S. Herald – commented that she looked through the binder and found that it was fairly heavy on the research component and review component, but fairly light on incentive for the providers to do the things they have to do to get accredited and that she thought the object, besides just rating for parents was also to get us to the point where we had a higher percentage of centers that would actually be eligible for the higher rate. She said there has to be a balance and would like to have some feedback for the providers that this was done before we have the next Provider Council meeting.
- P. Bender responded that we certainly want to go over the incentives, and that perhaps the report doesn't read strongly enough on what the

- **ACTION ITEM: ELC QRIS TEAM TO LOOK THROUGH THE QRIS EXECUTIVE SUMMARY AND LOOK INTO INCLUDING MORE INCENTIVE ON WHAT THINGS PROVIDER HAVE TO DO TO GET ACCREDITED.**

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| <p><i>Action Item: Motion to establish a Provider's Service Committee</i></p> | <ul style="list-style-type: none"> • S. La Villa addressed the board saying that the very essence of why we needed a provider's advisory council group is to address these kinds of issues and felt that they were left totally out of the loop. She then commented that provider's advisory council input is essential as a group and it seems that we don't get the message across. • P. Bender apologized to S. La Villa because she felt left out and stating that the staff had developed the process at the 10/06/05 meeting. A motion was made by S. Herald for the staff to review "the process" with the Providers advisory council on Jan 12th and for them to jointly assess the process and come back to the board on Feb 3 with a final draft for broad approval. • O. Verdeja asked for volunteers from the board to participate at the next Providers Advisory Council to review this Providers process (flow chart) the volunteers were: Chuck Hood, Natacha Seijas, Clarence Jones & Connie Chapell. • The second action item is for establishing Providers committee that can really help to formulate and work with the team. | <p>BACK TO THE BOARD ON FEB 3 WITH A FINAL DRAFT FOR BROAD</p> <ul style="list-style-type: none"> • SECOND PAT JOHNSON • BOARD APPROVES <ul style="list-style-type: none"> • ACTION ITEM: MOTION TO ESTABLISH A PROVIDER'S SERVICE COMMITTEE ON HOLD UNTIL THE NEXT BOARD MEETING WHEN WE HAVE THE FINAL DRAFT OF THE PROCESS. |
| <p>FINANCIAL REPORTING</p> <p><i>OCT 05 FINANCIALS</i></p> <p><i>CDS CONTRACT</i></p> | <ul style="list-style-type: none"> • P Dolan presented the Board with the October 2005 financials. • P. Dolan addressed the Board concerning a question that had been raised by an anonymous letter regarding the new CDS contract and explained that after many months of negotiations the Coalition has reached an agreement and has signed a contract in November. The contract stipulates that the coalition will pay CDS 16.1 million dollars to provide payment services, eligibility, resource, referral and some quality work. | |

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In addition he said that the proposal for work in 2005 was \$20.5 million dollars but final the contract was for \$16.1 M, so there's a significant difference in those two numbers. But if you look at what the contract was last year and you look at the programs that have sun-setted and the additional work with VPK the total work for CDS was \$17.3M.

O. Verdeja commented that his concerns here are when people start saying that we're cut by \$5M on the agreement on the budget then let's make sure we have our facts right. If we've cut them by \$5M that comes from a theoretical number and with the exception of the sunset programs then this year's results and VPK we are actually a few dollars higher then last years. O. Verdeja also commented that he didn't want to hear from one side or the other that there been a cut of \$5M dollars and a memo goes out and everyone is told that there a \$5M dollar cut and that may or not be the case because nobody mentioned the sun-setted program nobody said anything about other cuts. On the other hand we don't want anyone to say that we spinned the numbers. The facts are what they are and we put them in front of you for everyone to digest

CHILD UTILIZATION UPDATE

J. Perkins informed the Board that the big issues that we need to address are under slot administration under school readiness. She mentioned that P. Dolan did a very good job in forecasting. J. Perkins explained that we are already in Oct and ELC was \$4.5M dollars over budget and that the projected impact through fiscal year end was \$6.26M. So the finance committee was trying to address this to see how we manage the overspending here in this category under slot payments.

The finance committee has been aware of this and it was be as a result of over enrollment at the beginning of fiscal year of 2005 and has been concerned that there may not be enough drops from the program to make up the difference by the end of the year. The income eligible category is frozen and we're not enrolling any new children. However, though not mandated by the state the coalition is enrolling priority one children that are "at risk" and work force. These are referred to the coalition by Our Kids and South Florida Work Force. It has been the existing practice to allow this children to continue care when their priority status changes from priority one to priority two or three. As a result, though there

- MOTION BY S. HERALD TO ESTABLISH A TASK FORCE FOR DATA MANAGEMENT AND SLOT MANAGEMENT COMBINED TO INCLUDE: COALITION STAFF, CDS STAFF, EDUARDO RIVERA AND EFS SYSTEM EXPERT, AND BOARD PROVIDER SERVICES AND THAT WE INSTRUCT THAT TASK FORCE TO GET IN TOUCH WITH OTHER LARGE COALITIONS IN SUCH AS PALM BEACH, BROWARD & ORANGE COUNTY TO DETERMINE**

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have been over 200 drops from the program this year, the number of children in the program has grown in November instead of continuing to drop as expected resulting in a projected short fall of \$6.6M.

Though the coalition's mission is to serve zero to five, the coalition is presently serving 40% of school age children. While we gather information on how the coalition can address the deficit, we've learned that the Children's Trust has after school programs that serve the school age population that maybe under utilized. Given that the Coalition can not sustain the number of children that are currently enrolled, we need to refer impacted families to alternative care and need guidance from the board on how to proceed.

After reviewing the coalitions slot utilization policies with CDS Staff, Coalition Board, the Treasurer (myself), Coalition staff and the OEL analyst, we would like to present the following ideas to the board for consideration to manage the anticipated shortfall. The main goal is to minimize impact on the priority one children and to protect the zero to 5 population.

J. Perkins gave the Board seven options to put several strategies in place simultaneously so that there can be an overall definite impact to bring that \$6M down.

The options are as follows:

Strategy #1

End School Readiness service for income eligible categories, referring the families to other agencies such as the Children's Trust after school programs for continued care (the economic impact of this would be about 6M). This would affect approx. 4,000 to 5,000 children starting with age 13. To bring our deficit down enough to be effective it would bring us down to the 9 year old and possibly some of the 8 year olds.

Strategy #2

S. Herald is required the ELC put together a task force that would work with the finance group and with the people from the county to figure out if there isn't any sort of system that we could put in place to better understand and fine tune the ELC enrollment process. We need to figure out a better way of calculating the cost

WHAT THEY ARE DOING RELATIVE TO ENROLLMENT MANAGEMENT.

- **SECOND D. LAWRENCE**
- **BOARD APPROVES**

- **MOTION BY S. HERALD THAT
WE ELIMINATE EVERY
INELIGIBLE PERSON FROM
THE SYSTEM.**
- **SECOND G. SWARTZ**
- **BOARD APPROVES**

- **MOTION BY G SWARTZ TO GO
WITH STRATEGY #1 OF
ENDING SCHOOL READINESS
SERVICE FOR INCOME
ELIGIBLE CATEGORIES,
REFERRING THE FAMILIES TO
OTHER AGENCIES SUCH AS
THE CHILDREN'S TRUSTS
AFTER SCHOOL PROGRAMS
FOR CONTINUED CARE. TO
GO THROUGH AGE 11
SENDING OUT NOTICES ON
JAN 1ST. TO GO UP TO1.5M IN
THE RESERVES (SUBJECT TO
AVAILIBITIES OF THE
RESERVES) TO HAVE LESS OF
AN IMPACT AND NOT GOING
INTO DIS-ENROLLING OF THE
TEN YEAR OLDS BEFORE WE
HAVE TO. TO AUTHORIZE**

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| | <p>of which we are enrolling so we don't end up in this surplus – deficit, surplus – deficit.</p> <p><u>Strategy#3</u> Work with work force to eliminate any families that are currently receiving funding that are sanctioned and should already be put out of the system – this would impact all ages and the economic impact could range from 200 to 500 thousand.</p> <p><u>Strategy#4</u> TCC – automatic rollover for income eligible for school age children in the transitional child care projected economic impact of 250 – 300 thousand.</p> <p><u>Strategy #5</u> Increase parent fees and on the flip side decreasing provider fees. Those are strategies that were in the policy that we reviewed. To do that we have to do a plan amendment. To see the financial impact of that will take three months.</p> <p><u>Strategy#6</u> Using the coalition reserves. Of the current \$2.3M, \$1.92M is available for slots that can be tapped into.</p> <p><u>Option#7</u> Discontinue the school age Florida one parents working services – when the current funding cycle ends. The economic impact is 40 to 60 thousand.</p> <p>S. Herald supported the motion for Strategy #1 with the philosophical understanding that between the Task force working on how to get a better grip on enrollment and the suggestion that we meet with the Trust in a strategic Planning session that we try and come up with better solution going forward.</p> | <p>STAFF WITH APPROVAL THROUGH EXECUTIVE COMMITTEE TO SEND OUT NOTICES BY FEBRUARY 1ST TO AGE 10 IF NECESSARY. AND IF APPROVED THROUGH THE EXECUTIVE COMMITTEE</p> <ul style="list-style-type: none"> • SECOND: D. PARK • MOTION PASSES |
| <p>GAIL KILLIONS RESIGNATION FROM THE ELC BOARD</p> | <p>O. Verdeja thanked Gail for all she has done for us and wished her the best in her future endeavors.</p> <p>Gail thanked the Board for the opportunity to work with all of them. She added that seeing this many people that are so passionate about the child care is just an amazing thing. She shared that she believes the group is going through growing</p> | |

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| | <p>pains now and if that can always be in the back of your mind, that it's growing pains and that it's fluid and that things are changing and that it's working really well and with that thought to let the staff keep doing what they are doing. They are doing a great job.</p> | |
| <p>MONROE ADVISORY COMMITTEE UPDATE</p> | <p>J. Perkins gave the Advisory Committee update telling the Board that the last Monroe Advisory Committee meeting was at the end of October, after the hurricane and it was basically to address the provider issues as the possible hurricane relief for the community. There was an assessment done throughout the county. One of the biggest issues the providers put forth was how to cover parent fees and as a result this was brought forth to the providers advisory committee meeting and then brought forward to the executive committee meeting as which time a motion was passed to alleviate the catastrophe that was experienced down there for the community and for the parents. 100% of the parent's portion were covered by money that was already allocated. They were Monroe slot dollars that were under contract and at a surplus of 100 thousand. Approximately 70% was used and that covered approximately two months for Monroe county.</p> | |
| <p>PROVIDERS COUNCIL UPDATE</p> | <p>S. La Villa gave her update to the Board saying that number one: they were coming of age and had requested and meeting with O. Verdeja and they were granted that meeting. The providers were able to give him their feedback.</p> <p>Number two: She talked to Alina regarding our Jan 12th meeting and we will make that agenda and e-mail to all. Obviously the items discussed in this meeting will be included in the agenda, including deficit and provider cuts. Third S. La Villa requested that their items be put a little further on the top on the Board Agenda.</p> <p>Linda Carmona Sanchez commented that a lot of the providers of community are suffering because of the freeze and they have a lot of slots that we have not been able to fill for a long period of time and should this freeze continue, they are not going to fill those for a long time. Those become slot that are available for school age children, which is our issue right now. So it becomes a more important matter for the coalition to meet with the Children's Trust and other funding entities to find ways to put out there very simple RFP's as they do not have the time to respond to a 50 page RFP. She has six slots that are open at her center right now that we could be use for school age children. But we need to have an integrated system to get this done.</p> | |

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| | MEETING ADJOURNED AT 11:10AM | | |

HANDOUTS:

Signed and approved by:

S. Herald Herald, Board Secretary

Date

