



**BOARD OF DIRECTORS MEETING**  
**February 1, 2021; 8:00 a.m.**  
**Zoom Meeting ID: 940 6168 1283**  
**Passcode: 02012020**

**Board Attendees:** Adrian Alfonso; Rick Beasley; Bob Eadie; Jenni Roig; James Haj; Gerald Schwartz; Iris Strachan; Aaron Slavens; Sandi Bisceglia; Chuck Mohr; Gladys Montes; Joycelyn Lawrence; Lisa Taylor; Eileen Fluney; Marisol Diaz; Jane McQueen; Loreen Chant; Matthew Bruno

**Board Absentees:** Alex Soto

**Staff Attendees:** Evelio Torres; Angelo Parrino; Jackye Russell; Lisney Badillo; Pam Hollingsworth; Ana Sejeck; Fiorella Christie; Fred Hicks; Mercy Castiglione; Diana Lane; Victor Caballero; Ana Rodriguez; Belkis Torres; Ileana Vallejo; Adelina Gross; Cassie Alaniz; Laurie Dunn; Anabel Espinosa; Erika Erched; Sandra Gonzalez; Alex Sanchez; Lucy Schrack; Yasmin Acevedo; Jose Hernandez

**General Attendees:** Bob de la Fuente (Board Counsel); Dave Lawrence; Gilda Ferradaz; Raeann Bacchus

**I. Welcome and Introductions**

**Adrian Alfonso**

- A. Alfonso called the meeting to order and welcomed everyone.
- L. Sanabria called roll and a quorum was established with eighteen (18) voting members.
- A. Alfonso stated that on the screen, they were displaying the award sent to Gilda Ferradaz thanking her for her participation on our board.
- A. Alfonso thanked Maurice Kemp for his participation on our board. A plaque expressing the ELC's appreciation was mailed to him at his home.
- A. Alfonso stated that there were two resolutions that needed to be approved:
  - Resolution 02012021-06 Ratification of the Chair's Appointments of Vice Chair Matthew Bruno, Treasurer Loreen Chant, and Secretary Iris Strachan. Upon approval by the Board, the Chair immediately appoints Matthew Bruno as Vice Chair, Iris Strachan as Secretary and beginning May 06, 2021 Loreen Chant shall be appointed as Treasurer, Aaron Slavens as Chair of the Litigation Committee, and Chuck Mohr as Chair of the Governance & Bylaws Committee.



- G. Schwartz moved to approve the resolution.
  - M. Bruno seconded the motion.
  - Motion passed unanimously.
- Resolution 02012021-07 Accept the appointment of Raeann Bacchus as a required member representing the Florida Department of Children and Family Services as the Regional Administrator.
    - G. Schwartz moved to approve the resolution.
    - E. Fluney seconded the motion.
    - Motion passed unanimously.
- A. Alfonso congratulated Loreen Chant who has been named the new President and CEO of the Health Foundation of South Florida
  - A. Alfonso stated that the ELC staff continued to hold weekly provider meetings via Zoom to provide updates from the different ELC departments. At the Jan. 20 meeting, they held a panel discussion with the provider representatives, Jenni, Loreen & Dr. Fluney. At the upcoming meeting Feb. 3, the meeting will be a conversation with Evelio.
  - A. Alfonso congratulated Ileana Vallejo and her CCR&R team. The following recognition as sent to her from OEL “We are sending this email to recognize and thank your CCR&R team for consistently completing the CCR&R Family Intake Form in EFS Mod for well over a year. Thank you for your deliberate efforts! It is vital that our invaluable work is accurately reflected in our CCR&R statewide data. We appreciate your leadership in supporting this effort.”
  - A. Alfonso stated that the Monroe Advisory Committee was added to the bylaws at the last meeting. The following members have been added to this committee:
    - Heather Carruthers (Chair)
    - Sandi Bisceglia (co-chair)
    - Gilda Ferradaz (The Department of Children and Families Services (“DCF”) designee)
    - Lisa Taylor (The Monroe County district superintendent of schools)
    - Bob Eadie (The director of the Monroe County Health Department)
    - Aleida Jacobo (The Executive Director of the Community-Based Care Case Management Agency serving Monroe County)

## II. Approval of Minutes

**Adrian Alfonso**

- A. Alfonso called for the approval of the meeting minutes from December 2020.
  - G. Schwartz moved to approve the minutes.



- C. Mohr seconded the motion.
- Motion passed unanimously.

### III. Audit Committee Report

**Adrian Alfonso**

- a. A. Alfonso stated the Audit Committee met on January 28 and reviewed the Thomas Howell Ferguson 2020-21 Financial Monitoring Report. Was happy to report that once again there were no findings

### IV. Finance Committee Report

**Adrian Alfonso**

- B. Eadie stated that the Finance Committee met on January 28 and approved resolutions:
  - A. Resolution 02012021-01 - Authorize the President and CEO to release an Invitation to Negotiate (ITN) for Information Technology (IT) Equipment.
  - B. Resolution 02012021-02 - Authorize the President and CEO to apply to the Single Source procurement from The Children's Trust, once the proposal is approved, authorize the President and CEO to negotiate the contract, execute and receive the funds.
  - C. Resolution 02012021-03 - Authorize the President and CEO to release a Request for Proposal (RFP) for a Learning Management System (LMS)\*, that will include Maintenance, Technical Support and Development of the Website for the Professional Development Institute.
  - D. Resolution 02012021-04 - Authorize the President and CEO to submit a School Readiness Plan Amendment to the Office of Early Learning for approval of new provider payment rates related to the provider rate increase approved by the Board of Directors.
  - E. Resolution 02012021-05 - Authorize the President and CEO to release a Request for Proposal (RFP) for Human Resource Service Management System and Payroll Services.
    - Motion to approve resolution in a block vote by B. Eadie.
    - Motion seconded by G. Montes.
    - Motion unanimously passed.
- B. Eadie stated that the financials are reflecting a slight deficit in School Readiness and this is due to the ELC paying on enrollment instead of attendance as well as paying the parent fees. Beginning January, the ELC will begin paying solely on attendance and will no longer waive the parent fee payment. We are projecting to end the fiscal year in a surplus because enrollment is low. VPK is showing a surplus due to low enrollment rates, this is a statewide issue.
- B. Eadie stated that the snapshots were presented and their no waitlist in Miami-Dade or Monroe County. We are bringing in children every two weeks in Miami-Dade and daily in Monroe.
- B. Eadie stated that there were no charges on the EHS credit card report.



## V. Provider Services Committee Report

**Rick Beasley**

- R. Beasley stated that the Provider Services Committee met December 17 and discussed the following item:
  - Milagros Martija Large Family Day Care Home - On 11/03/20, the revised reconciliation report was emailed to provider. Revised Overpayment Amount Calculated was \$5,831.24. Provider replied stating that the reconciliation amount is incorrect and asked for a review hearing. Resolution 12072020-02 Approval of the Evaluation Committee's recommendation to award a contract for RFP#ELCMDM2020-07 (Professional Development Resources), and authorize the President and CEO to negotiate and execute a contract with the selected vendor. After reviewing the case and hearing the provider testimony, the committee requested that ELC staff meet with the provider once again to explain the overpayment. If this meeting did not resolve the provider's concerns then the committee upholds the amount owed that ELC staff identified in their reconciliation report.
  - Provider Representative Chamber Membership – the ELC offered chamber memberships to the three provider representatives. Jenni & Dr. Fluney will join the Latin & Miami Chambers, Loreen will join the Greater Miami Chamber and Jenni is a member of the Coral Gables Chamber. For the Monroe County chambers, we will ask Monroe Advisory Committee members to attend and then report to the board. Resolution 12072020-04 Authorize the President and CEO to release a Request for Proposal for a Literacy Tutoring Program with Evaluation services.
  - Provider Representative Engagement –the provider representatives held a panel discussion at the weekly provider meeting. An email was created, [myproviderreps@elcmdm.org](mailto:myproviderreps@elcmdm.org) to facilitate communication between providers and their representatives. We also have also made provider concerns/topics a standing agenda item at our monthly Provider Services committee meetings. This will enable providers to bring any concerns they may have before the committee.

## VI. Programs, Policy & Strategy Committee Report

**Gladys Montes**

- G. Montes stated that the Programs, Policy & Strategy Committee met on January 25 and discussed the following items:
  - Early Head Start Annual Self-Assessment – meeting was held on Dec. 18 and there were 35 participants, which included board members, policy council members, community partners and ELC staff. Two of the accomplishments highlighted in the meeting were the Wellness Initiative and the transition from in person to virtual programming. Some of the areas identified as opportunities for enhancement were:
    - Nutrition - Increase parent participation in nutrition and health education classes, demos, and events.



- Health - Attain at least 50% of well-baby compliance (which has been difficult to attain because some pediatricians are not complying with the schedule)
- ERSEA - Increase waitlist by 10% over the number of transitioning families for each community served by the program.
- Family & Community Engagement - Strengthen the relationship with community partners to increase both the program's waitlist and the available resources for families.
- EHS enrollment, attendance and meal programs were reviewed and accepted. It is rare to attain a 100% on meals served because many children get to the centers after breakfast has been served or are picked up before lunch
- Monroe County Assessments – feedback from the Monroe County Advisory committee was requested and received. This feedback was forwarded to NOLO who will be conducting the needs assessments. Further discussion will be had at the Feb. 9 Monroe Advisory Committee meeting.
- The Children's Trust – Resolution 01252021-01 was reviewed and approved. Board already ratified this resolution this morning.
- Monroe Early Learning Conference – it will be a two-day conference, 04/23/2021-04/24/2021. We are still booking speakers
- Kellogg Foundation: Racial Equity 2030 – Kellogg seeks to close the racial equity gap so all children, families and communities can be more confident, healthier and secure in their trust of the systems and institutions that serve them. Kellogg is looking for ideas from teams of visionaries, change agents and community leaders from every sector and organizations of all types, from anywhere in the world. ELC will collaborate with The Children's Trust in grant response.
- Leading With Equity
  - Assemble a diverse team of leaders to take on this transformative work
  - Create a 'kitchen cabinet' of community stakeholders and high visibility consultants to guide and inspire
  - Educate and empower the L-WE team and beyond
  - Activate the 'kitchen cabinet'
  - Goal Setting and Theory of Change
  - Transformation begins

## VII. Legislative Committee Report

**Matthew Bruno**

- M. Bruno stated that the Legislative Committee met on January 22, 2021 and discussed the following items:
  - Overview of 2021 Session and Committee Assignments – we reviewed the new committee assignments and there are many new members we do not have a relationship with.
  - Florida Senate and Florida House COVID-19 Protocols – due to the pandemic and the protocols put in place it will be difficult to meet face to face with new members.



- Meeting with Legislators – trying to schedule Zoom meetings in order to establish relationships with new members
- Legislative Priorities reviewed and approved: Support the Early Learning Bill; VPK Base Student Allocation Increase; Provider Reimbursement Rates Equity.
- - G. Schwartz motioned to approve the legislative priorities
  - A. Slavens seconded the motion
  - Motion unanimously passed.

#### **VIII. Monroe County Advisory Committee**

**Sandi Bisceglia**

- S. Bisceglia stated that the Monroe Advisory Committee met on December 8, 2020 and discussed the following items.
  - 2021 Committee Meeting Schedule was approved
  - ELC Updates
    - As the advisory committee is now a committee of the ELC board, member assignments will be conducted through the board chair.
    - Ask Monroe Chambers if membership discounts can be given to providers that would like to join.
    - Cares Act Phase III - Office of Early Learning approved \$,16,886,271 in CARES Act support for Florida’s early learning/child care providers. Miami-Dade/Monroe’s Notice of award was \$2,764,932 Monroe – 23 application
    - Cares Act Phase IV - Office of Early Learning approved an additional \$,19,797,000 in CARES Act support for Florida’s early learning/child care providers. Miami- Dade/Monroe Notice of award was \$2,972,000 Applications opened on Nov. 24 and will close on Dec. 14 (exceptions will be made on a case by case basis).
- Monroe Updates – School Readiness Monroe Numbers are 351 children receiving School Readiness funding – enrollment is on a downward trend. VPK Monroe Numbers 358 children with a VPK voucher enrolled – calling families that have not used the voucher.
- Developmental Screening Ages & Stages - Protocols for monitoring of the Screening of Children in the School Readiness Program have been updated to reflect daily monitoring of compliance. A new functionality on the ELCMDM Provider Portal called, “COVID Status” will allow us to manage screenings for children who are receiving School Readiness. Corrective Action Plans have been introduced as a way to help providers stay compliant with the screening requirement

#### **IX. Early Head Start Overview**

**Belkis Torres**

- B. Torres gave a brief overview of the Early Head Start Program.



**X. CEO Report**

**Evelio Torres**

<https://www.elcmdm.org/Content/Uploads/elcmdm.org/files/Meeting%20Packages/CEO%20Report%2002-2021%20final.pdf>

**XI. Public Comments**

**Adrian Alfonso**

**XII. Adjourn**

**Adrian Alfonso**