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Minutes

Board of Directors Meeting
June 3, 2019; 8:00 a.m.
David Lawrence Meeting Room

Board Attendees: Adrian Alfonso; Theresa Axford; Rick Beasley; Maurice Kemp; Matthew Bruno; Heather Carruthers (via conference call); Loreen Chant; Bob Eadie; Alan Eckstein; Jenni Roig; Gilda Ferradaz; James Haj; Gladys Montes; Judy Schaechter (via conference call); Alex Soto; Iris Strachan (via conference call); Aaron Slavens; Marisol Diaz

Board Absentees: Abilio Rodriguez; Gerald Schwartz

Staff Attendees: Evelio Torres; Milton Silvera; Miguel Alfonso; Anabel Espinosa; Lucy Shrek; Pam Hollingsworth; Lidia Clarke; Jackye Russell; Belkis Torres; Vanessa Aguilera; Lisney Badillo; Ileana Vallejo; Angelo Parrino; Sandra Gonzalez; Mercy Castiglione; Laurie Dunn; Paloma Lopez; Jose Hernandez; Fred Hicks

General Attendees: Bob de la Fuente (Board Counsel); Susan Millan (Citrus); Maria Riestra (MDC); Gigi Rivera (IFB Bank); Veronica Fernandez (QCRG); Sabrina Tassy-Lewis (MDC)

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 seventeen (17) voting members.
- A. Alfonso stated that the Early Learning Coalition was celebrating the first VPK class to graduate from high school. The following students were introduced:
 - Rocco Tongson – VPK Grad
 - Joseph Malcolm – VPK Grad
 - Andy Veras – VPK Grad
 - Kaye Brown – VPK Grad
 - Leo Bonaventure - VPK Grad
 - Gabriel Sawyer-Brown – VPK Grad and his brother Deshawn Joseph – VPK & High School Grad
 - Bianca Clarke – VPK & High School Grad
 - Alexandra Leon – VPK & High School Grad
 - Yoseph Hernandez – VPK & High School Grad



- A. Alfonso stated that this would be Alan Eckstein last board meeting. He is moving to Broward County and had to resign from our board. A. Alfonso thanked Alan for all the work and dedication to the children here in Miami Dade County as well as in Monroe County.
- A. Alfonso congratulated Centro Mater and Easter Seals for being selected The Children’s Trust Champions for Children Programs of the Year.
- A. Alfonso reminded the board members that there is no board meeting in July and the next board meeting will be August 5 and will be held at Centro Mater East.
- A. Alfonso stated that Gilda Ferradaz, vice-chair, and Bob Eadie, treasurer, were up for reappointment.
 - Motion to approve by L. Chant.
 - Motion seconded by A. Eckstein.
 - Motion unanimously passed.
- A. Alfonso nominated Aaron Slavens to serve on the Nominating Committee.
 - Motion to approve by L. Chant.
 - Motion seconded by A. Eckstein.
 - Motion unanimously passed.

II. Approval of Minutes

Adrian Alfonso

- A. Alfonso called for the approval of the meeting minutes from March 2019.
 - B. Eadie moved to approve the minutes.
 - A. Eckstein seconded the motion.
 - Motion was passed unanimously.

III. Executive Committee Report

Adrian Alfonso

- A. Alfonso stated that on May 6, the Executive Committee met and approved five resolutions.
 - Resolution 05062019-01 - Authorize the President and CEO to negotiate and execute the contracts listed within the background section of this resolution. Fiscal Impact: An approximate amount of \$723,195.00 for fiscal year 2019-2020 which is subject to the availability of funding.
 - Resolution 05062019-02 - Authorize the President and CEO to apply to, execute and receive funds from the grantor listed in the background section of this resolution. Fiscal Impact: An approximate amount of \$10,211,307.00 for fiscal year 2019-2020 which is subject to the availability of funding.
 - Resolution 05062019-03 - Authorize the President and CEO to request permission from the Office of Head Start to provide Early Head Start- Child Care Partnership services in three additional zip codes within Miami-Dade County. Fiscal Impact: This will not have additional fiscal impact on the budget.
 - Resolution 05062019-04 - authorize the President and CEO to make a qualified nonelective contribution, from ELCMDM funds, to the ELCMDM’s 401k plan to remedy the failed 2018 401k



Actual Deferral Percentage and Actual Contribution Percentage non-discrimination testing. Fiscal Impact: An approximate amount of \$186,000.00.

- Resolution 05062019-05 - prove the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2019-04 (Early Head Start Playgrounds), and authorize the President and CEO to negotiate and execute contracts with the selected vendor(s). Fiscal Impact: The contract is for an approximate amount of \$632,540.00 until October 31, 2019, which is subject to the availability of funding.
 - B. Eadie moved to approve resolutions in a block vote.
 - T. Axford seconded the motion.
 - Motion unanimously passed.

IV. Finance Committee Report

Bob Eadie

- B. Eadie stated that Finance Committee meet on May 2, reviewed, and approved six resolution.
 - Resolution 05292019-01 – Authorizes the CEO to release a Request for Proposal (RFP) for Developmental Screening and Individualized Follow-up. Fiscal Impact: An approximate amount of \$770,000.00 per fiscal year, which is subject to the availability of funding.
 - Resolution 05292019-02 - Authorizes the CEO to apply, execute and receive funds from The Children's Trust for a local match required by the Early Head Start program. Fiscal Impact: An approximate amount of \$650,000.00 for fiscal year 2019-2020, which is subject to the availability of funding.
 - Resolution 05292019-03 - Authorizes the CEO to release a Request for Proposal (RFP) for MIP Accounting Software Services Fiscal Impact: An approximate amount of \$97,328.00 per fiscal year, which is subject to the availability of funding.
 - Resolution 05292019-04 - Authorizes the CEO to release a Request for Proposal (RFP) for phone service support and maintenance. Fiscal Impact: An approximate amount of \$135,000.00 prorated for fiscal year 2019-2020, which is subject to the availability of funding
 - Resolution 05292019-05 – Authorizes the CEO to approve the Initial Budget and approve the allocation and expenditure of funds for fiscal year 2019-2020. Fiscal Impact: An approximate amount of \$203,704,223.00 for fiscal year 2019-2020, which is subject to the availability of funding.
 - Resolution 05292019-06 - Authorizes the CEO to negotiate and execute a contract with The Children's Forum, vendor approved by the Florida Office of Early Learning, to facilitate and provide Assessment Services using the Classroom Assessment Scoring System (CLASS) for Miami-Dade and Monroe Counties. Fiscal Impact: An approximate amount of \$105,000.00 for fiscal year 2018-2019, which is subject to the availability of funding.
 - A. Eckstein moved to approve the resolutions in a block vote.
 - T. Axford seconded the motion.
 - Motion unanimously passed.



- E. Torres stated that the VPK have been reconciled but the School Readiness reconciliation has not begun.
- The EHS credit card report was included in the packet for board members to review.

V. Provider Services Committee Report

Rick Beasley

- R. Beasley stated that Provider Services Committee met on May 6 and 30 and reviewed the following cases:
 - Crystal Learning Center had a gap in their Certificate of Insurance. The providers Liability Insurance Policy expired 06/09/2018 and renewed on 11/16/2018. The Contract Manager confirmed with the insurance agent that the Provider did not have coverage with them during the gap period. The provider was contacted by the ELC and stated she did not have insurance coverage with another insurance carrier during the gap period. The current insurance company is unable to cover the gap period. Prior to this occurrence provider, had another gap in coverage, policy that expired 05/19/2017 and renewed on 06/09/2017. After reviewing all documents and hearing the providers' testimony, the committee, voted to place the provider on a one year Corrective Action Plan. The CAP requires that there will be no gaps in the insurance policy and if the provider receives any class 1 or 2 violation they void the right to appeal and will have eligibility revoked for 5 years.
 - Children's Academy #3 had received three class 2 violations in a 12-month period within the same standard Outdoor Play Area/Fencing. Children's Academy #4 had received five class 2 violations in a 12-month period within the same standard. The facility's outdoor play area contained litter, nails, glass or other hazards that posed a threat to the health, safety or well-being of the children. After reviewing all documents and hearing, the providers' testimony the committee voted to terminate the contracts for Children's Academy # 3 and #4 and revoke eligibility for 5 years.
 - Kid's Club Academy failed to notify the ELC of Change of Ownership within 30 days as required per the SR contract. On Thursday, March 21, 2019, the provider met with ELC for a change of ownership, which is when the provider notified the ELC that a change in Sunbiz had occurred January 2019. Owner Ariana Lopez (President and Secretary) removed herself from Sunbiz and added Yoleicy Alvarez (President and Secretary) and Yorely Alvarez (Vice President), the corporation was sold to the new owners. After reviewing all documents and hearing, the providers' testimony the committee decided to terminate the contract with Ariana Lopez.
 - Love Thy Kid's Academy was placed on the Florida Care Food Program USDA disqualified Providers list on April 15, 2019. After reviewing all documents and hearing, the providers' testimony the committee voted to terminate the 2018-2019 contract but not revoke their eligibility for 5 years. Once the provider is removed from the disqualified list, they may reapply.
 - Miami Springs Baptist Kindergarten Workers compensation expired on 02/05/2019. As of today, Provider has not renewed the policy. After reviewing all documents and hearing, the providers' testimony the committee voted to terminate the 2018-2019 contract. The provider can reapply once they have their worker's comp. insurance.
 - Candy House Day School received a class 1 violation during a CAP period. The class 1 violation was for leaving an unscreened individual alone with children in care. After reviewing all documents and



hearing, the providers' testimony the committee voted to terminate the provider's contracts and revoke eligibility for 5 years.

VI. Nominating Committee Report

Alan Eckstein

- A. Eckstein stated that the Nominating committee met on May 22, and approved the second terms for the following members: Judy Schaechter, Gladys Montes, Alex Soto and Alan Eckstein
 - R. Beasley moved to ratify the nominations.
 - T. Axford seconded the motion.
 - Motion unanimously passed.

VII. CEO Report

Evelio Torres

VIII. Public Comments

Adrian Alfonso

IX. Adjourn

Adrian Alfonso