



Minutes

Board of Directors Meeting
September 4, 2018; 8:00 a.m.
David Lawrence Jr. Community Meeting Room

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

Board Absentees: Philip Gassman

Staff Attendees: Evelio Torres; Angelo Parrino; Milton Silvera; Pamela Hollingsworth; Fiorella Altare; Michelle Meilan; Mercy Castiglione; Jackye Russell; Ana Sejeck; Laurie Dunn; Jose Hernandez; Ana Rodriguez; Anabel Espinosa; Corey Jackson; Miguel Alfonso; Sandra Gonzalez; Ileana Vallejo; Leigh Cooper; Fred Hicks; Lidia Clarke; Tatiana Larionova; Belinda Jeanty; Vanessa Aguilera

General Attendees: Bob de la Fuente (Board Counsel); Rachel Spector (The Children's Trust); Susan Miller (Citrus Health)

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 nineteen (19) voting members.
- A. Alfonso stated that this Board meeting would be Shaleen Fagundo's last day on the ELC Board. A. Alfonso thanked S. Fagundo on behalf of the board and thanked her for all her work and dedication.
- A. Alfonso reminded the Board Members that the next Board meeting will be held on October 1st in Marathon. This board meeting also serves as our Board retreat. A. Alfonso thanked Loreen Chant on behalf of the board for agreeing to chair the Strategic Planning Committee again this year. A. Alfonso asked for some volunteers to work with L. Chant on this committee, S. Fagundo, G. Ferradaz and B. Eadie volunteered. A. Alfonso stated that to facilitate this year's retreat, the ELC has retained the services of Carol Wick who facilitated the retreats for the Early Learning Advisory Council and the Association of Early Learning Coalitions. Carol Wick will conduct phone interviews with a sample of board members to obtain feedback that can be used to guide the retreat discussion.



- A. Alfonso stated that on August 21st the ELC held a meet and greet for LaTousha Daniels, the CEO of the Miami Children’s Initiative and thanked the board members who were able to attend.
- A. Alfonso reminded the Board Members that he was appointed by the governor to chair the Early Learning Advisory Council. A. Alfonso stated that the Council was currently in a state of course adjustment due to the number of pending governor appointments to ELC boards. A. Alfonso reported that after sending a letter on behalf of the Council to the governor, August 30th he appointed 12 members to ELC boards. A. Alfonso stated that they will continue to work on filling the rest of the appointments, in addition to increasing engagement by ELC chairs on the Council.

II. Approval of Minutes

Adrian Alfonso

- A. Alfonso called for the approval of the meeting minutes from March, 2018.
 - R. Beasley moved to approve the minutes.
 - B. Eadie seconded the motion.
 - Motion was passed unanimously.

III. Provider Services Committee Report

Rick Beasley

- R. Beasley stated that on August 30th the provider Service Committee Meeting met and reviewed the following items:
 - Health and Safety
 - Monroe Exemption
 - Miami Dade License Requirements
- V. Aguilera gave the following explanation:
 - 01/01/2017, a new Health and Safety requirement came into effect with Rule 6M-4.610. Along with that rule, we received guidance from an OEL Policy Analyst, which referred to application of the rule to **New** School Readiness providers or **New** license exempt providers. Therefore, we were under the impression that this applied to just **New** providers not existing. Later on, we also received guidance directly from Rodney stating it was ok to certify these providers for 2017-2018 because the DCF inspections were going to take place by September 30th. So we went ahead and certified these providers.
 - 8/9/2018, In our most recent OEL audit, we received one finding because one Monroe provider did not have their health and safety inspection from DCF. When OEL was looking into this file, OEL also found that this provider was exempt by the ELC based on our internal policy for Monroe providers that took place in 2011 (which Bob will explain in a moment).
 - Those decisions carried over throughout the years until now and we certified those providers. However, OEL instructed us to identify which other providers were under the same situation.
 - A total of 55 Miami-Dade and Monroe providers were identified and all these providers are either exempt (From DCF or ELC). Evelio shared this list with the Board a couple of weeks ago.



- The status report on these 55 providers is as follow:
 - # of Miami Dade- 45
 - # of Monroe- 9
 - # of MOCPS- 5
 - # of MDCPS- 30
 - 15 submitted SR10 Form from DCF to initiate inspection-
 - 14 passed H&S- (3 prior to July 1, 2017) (11 after July 1, 2017)
 - 1 have not submitted anything (SR10)- Plantation Key (Monroe County)
- Originally, the instructions from OEL were to terminate these providers. However, after a couple of discussion it was decided a corrective action (withholding payments) was the best approach and we immediately started coordination with DCF and providers to try to get these inspections done asap. However, weeks have pasted and there has been little progress.
- Since, we have to demonstrate to OEL that we are taking proper actions; the providers have been notified via a corrective action plan. We are also giving them 45 days to come into compliance. Unfortunately, if they do not come into compliance we will have to start the termination process.
- We are working to assist the providers through this process, as we all want to do what is best thing for our children and community.
- The committee recommended to eliminate the current policy and authorize staff to comply with all new applicable rules and regulations.
 - Motion to eliminate the current policy and authorize ELC Staff to comply with all new applicable rules and regulations approve by B. Eadie.
 - Motion seconded by S. Fagundo.
 - Motion was unanimously passed.

IV. Finance Committee Report

Bob Eadie

- B. Eadie stated that on August 29th the Finance Committee met and discussed the following items:
 - The EHS Credit Card Report which has been added to your packet for review.
 - Resolution 09042018-01 Authorize the President and CEO to apply and submit a proposal to The Children’s Trust competitive solicitation (RFP) for Teaching Strategies Gold to provide early childhood development support for ongoing, observation-based assessment system for young children. This Resolution was added after the Finance Committee so I will need board approval
 - Motion to approve resolution by H. Carruther.
 - Motion seconded by M. Bruno.
 - Motion was unanimously passed.
 - The EFS Modernization – F. Hicks discussed the current challenges the ELC is facing:



- Incomplete data migration impacting current School Readiness clients and wait-list applicants (wrong parents, providers, children, fees, etc. were imported from EFS Legacy.)
- Restrictive rules for eligibility entry in EFS Mod causes multiple system errors.
- Inconsistent e-mail notifications to parents and providers advising of processed or terminated cases.
- Attendance module is not fully functioning for providers.
- Parents and Coalition staff are unable to directly modify e-mail accounts for families and must send service tickets to OEL
- Certain processed eligibility cases disappear from the system.
- In some instances, parents are unable to sign eligibility certificates to acknowledge enrollments.
- Out-of-county and in-county transfer module is not fully functioning.
- Inability to generate internal compliance reports in Tableau to monitor data accuracy.
- Coalition, Provider, and Parent Portals are run at slow speed.
- Heightened level of frustration and complaints by system users (parents, providers, and staff.)
- Backlog of over 1300 cases to re-enter in EFS Mod once functionality returns.
- OEL acknowledges backlog of hundreds of service desk tickets for 30 coalitions.
- ELC of Miami-Dade/Monroe has been unable to pull children from the waiting list.
- Increased concerns from Coalitions throughout the state about their ability to fully utilize their 2018-2019 budgets.
- Providers are unable to verify rosters of enrolled children.
- Double work for staff to enter information into two parallel systems (EFS Legacy and EFS Mod.)
- Lack of internal quality control due to non-functioning reports.
- Coalition staff is now forced to track parents down to complete electronic acknowledgements (backlog of over 2000 cases in EFS Mod.)
- Parents and providers are unable to process transfers in EFS Mod.
- R. Beasley suggested that a letter be sent to the Office of Early Learning stating that disallowances be waived during this time period and that a target date of Sept 15 should be set or the ELC will return to the old system.
 - Motion to approve the letter to OEL by R. Beasley.
 - Motion seconded by J. Schaechter.
 - Motion was unanimously passed.

V. Programs, Policy and Strategy Committee Report

Judy Schaechter

- J. Schaechter stated that the Programs, Policy and Strategy Committee Meeting met on September and reviewed the EHS Federal Food Program.
- J. Schaechter stated that they reviewed the Next Steps to Create an Evidence Based Program Review Task Force comprised of ELCMDM staff, board and stakeholders.
 - Task Force will develop a definition, guiding principles and review process for evidence based program review.
 - Present to the ELMDM Programs Committee and Board of Directors for approval.
 - Evidence Based Program Review begins.
 - Evidence Base Review Process Task Force-Recruiting



- Guiding Principles- In process
- Definition Development – In process
 - Process Development
- Understanding exactly what aspects of the program will be examined for evidence base
- Establishing a research protocol for the literature review (process of gathering research on topic/program)
- Tool/Service Model
 - Is there a tool on which the program is built?
 - Is the tool a validated measure?
 - Practice
 - Does the program deliver tool and/or services using evidence based practices?
 - Implementation
 - Are the tool or services delivered using evidence based practice or fidelity to the service model?

- J. Schaechter stated that they reviewed the EHS Transition

VI. Nominating Committee Meeting Report

Alan Eckstein

- A. Eckstein stated that the Nominating Committee met on August 23rd the Nominating interviewed three very qualified candidates who would be filling Shaleen Fagundo's position on the board (for profit child care center). While all three were very impressive candidates one stood out to us which was Jennifer Roig.
 - Motion to approve nomination by B. Eadie.
 - Motion seconded by H. Carruthers.
 - Motion was unanimously passed.

I. CEO Report

Evelio Torres

http://www.elcmdm.org/about_us/Board/minutes/Board/CEO%20report/CEOR09042018.pdf

II. Public Comments

Adrian Alfonso

III. Adjourn

Adrian Alfonso