



**BOARD OF DIRECTORS MEETING**

**June 7, 2021; 8:00 a.m.**

**Zoom Meeting ID: 961 7189 8216**

**Passcode: 06072021**

**Board Attendees:** Matthew Bruno; Rick Beasley; James Haj; Iris Strachan; Aaron Slavens; Sandi Bisceglia; Chuck Mohr; Gladys Montes; Joycelyn Lawrence; Eileen Fluney; Marisol Diaz; Alex Soto; Loreen Chant, Raeann Bacchus; Daniel Armstrong; Chereen Coile; Denisse Barrera; Jenni Roig; Mara Zapata; Richie Tandoc

**Board Absentees:** Bob Eadie; Lisa Taylor; Jane McQueen; Stephanie Scuderi;

**Staff Attendees:** Evelio Torres; Angelo Parrino; Lisney Badillo; Pam Hollingsworth; Fiorella Christie; Mercy Castiglione; Diana Lane; Victor Caballero; Belkis Torres; Adelina Gross; Cassie Alaniz; Laurie Dunn; Anabel Espinosa; Sandra Gonzalez; Alex Sanchez; Michelle Meilan; Lissandra Curbelo; Isabel Afanador; Jackye Russell; Ana Rodriguez; Fred Hicks

**General Attendees:** Bob de la Fuente (Board Counsel); Dave Lawrence; Sara Brazier; Monique Brazier; Juanita Walker

**I. Welcome and Introductions**

**Matthew Bruno**

- M. Bruno called the meeting to order and welcomed everyone.
- L. Sanabria called roll and a quorum was established with twenty (20) voting members.
- M. Bruno stated that the ELC is still recruiting candidates to fill a governor appointed seat.
- M. Bruno thanked Governor DeSantis for his appointment on the board.
- M. Bruno thanked the outgoing chair Adrian Alfonso for his tireless service and leadership of the board.
- M. Bruno stated that he sent a letter thanking Shan Goff and the Office of Early Learning on behalf of the childcare providers. With OEL's support and with strong advocacy by the ELC staff, approval for the increase in provider reimbursement rates and cash bonuses was received.
- M. Bruno stated that The ELC staff continues to hold monthly provider meetings via Zoom to provide updates from the different ELC departments. Providers are also invited to attend the monthly Provider Services Committee meeting where they have the opportunity to participate in an Early Education Partners Roundtable with their provider representatives. A. Alfonso stated



that the ELC is providing several opportunities for providers to participate, provide input, and interact with their provider representatives.

- M. Bruno stated that Part I of the Board Orientation was held on May 3 and June 3 for new board members. This included an overview of ELC programs, funding sources, board rules and committees, the Sunshine Law and introduction to key staff. Part II entails a visit to an ELC service center. Part III includes visits to childcare programs.
- M. Bruno stated that Dr. Denisse Barrera was introduced at the April board meeting; she is serving as the Miami-Dade Department of Health designee. M. Bruno assigned Dr. Barrera to the following committees:
  - Strategic Planning Committee
  - Governance Committee
- M. Bruno stated that Chereen Coile from True North Classical Academy was appointed by the Governor to serve as a private sector member. M. Bruno appointed Chereen Colile to the following committees:
  - Program Committee
  - Provider Services Committee
- M. Bruno reminded the board of who serves as Committee Chairs:
  - Independent Audit Committee – Ileana Alvarez
  - Finance – Loreen Chant
  - Governance & Bylaws – Chuck Mohr
  - Nominating – Marisol Diaz
  - Programs & Policy – Gladys Montes
  - Provider Services – Rick Beasley
  - Legislative – Alex Soto
  - Strategic Planning – Loreen Chant
  - Litigation – Aaron Slavens
  - Executive Committee – Matthew Bruno
- M. Bruno stated that since there is relatively new Executive Committee, former Finance Committee chair Dr. Daniel Armstrong had agreed to serve as Vice Chair of the Board and to serve on the Finance Committee. Dr. Armstrong came highly recommended by former Board Chair Octavio Verdeja. As a former Finance Committee chair, he understands the nuances of the \$268 million budget and the time commitment required as Vice Chair.
  - L. Chant moved to approve the nomination.
  - J. Roig seconded the motion.
  - Motion passed unanimously.



## II. Approval of Minutes

Matthew Bruno

- A. Alfonso called for the approval of the meeting minutes from April 2021.
  - L. Chant moved to approve the minutes.
  - J. Roig seconded the motion.
  - Motion passed unanimously.

## III. Executive Committee Report

Matthew Bruno

- M. Bruno stated that The Executive Committee met on May 3 and approved the following resolutions:
  - Resolution 0503/2021-01 Authorize the President and CEO to negotiate and execute the contracts listed within the background section of this resolution.
  - Resolution 05032021-02 Authorize the President and CEO to apply, negotiate, execute and receive funds from the grantors listed in the background section of this resolution.
  - Resolution 05032021-03 Approval of the Evaluation Committee's recommendation to award a contract for RFP#ELCMDM2021-01 (Human Resource Service Management System and Payroll Services), and authorize the President and CEO to negotiate and execute a contract with the selected vendor.
  - Resolution 05032021-04 Approval of the Evaluation Committee's recommendation to award a contract for RFP#ELCMDM2021-03 (Literacy Tutoring Program with Evaluation Services), and authorize the President and CEO to negotiate and execute a contract with the selected vendor.
  - Resolution 05032021-05 Authorize the President and CEO to approve the increase of our internal fiscal policy of our check signature threshold from \$10,000.00 to \$35,000.00.
  - Resolution 050322021-06 Authorize the President and CEO to amend the Early Head Start 2020-2021 provider contract to reflect a rate increase of 2% as previously approved by Early Learning Coalition Board.
  - Resolution 05032021-07 Approval of the Evaluation Committee's recommendation to award a contract for 3(38) Fiduciary Services for the ELC employee 401k Retirement Plan, and authorize the President and CEO to negotiate and execute a contract with the selected vendor.
  - Resolution 05032021-08 Approval of the Evaluation Committee's recommendation to award a contract for RFP#ELCMDM2021-04 (External Auditing Services), and authorize the President and CEO to negotiate and execute a contract with the selected vendor.



- Motion to approve resolutions by block vote by R. Beasley
  - Seconded by S. Bisceglia
  - Motion unanimously passes.
- M. Bruno stated that at the Executive Committee meeting board counsel Bob de la Fuente requested and was granted approval for an in-the-shade meeting.

**IV. Liberty Academy Daycare and Preschool**

**Sarah Brazier**

- S. Brazier gave a brief presentation on the history of her school and accomplishments.

**V. Litigation Committee Report**

**Aaron Slavens**

- A. Slavens stated that the Litigation Committee met on May 20 and discussed the following case:
  - Miriam Chavez, as Personal Representative of the Estate of A.M.C. for the use and benefit of Miriam Chavez, individually, and Brian Matute, individually, Plaintiff, v. The Sundari Foundation Inc. d/b/a Lotus House a/k/a Lotus House Women’s Shelter, Early Learning Coalition of Miami-Dade/Monroe, Inc., The Tree of Life Deliverance Ministry, Inc., Vision for Life, Inc., and Karen J. Aviles, Case No. 18-11138 CA, Circuit Court of the 11th Judicial Circuit, Miami-Dade County, Florida.
- A. Slavens stated that the discussion was held “in the shade”. The Board will receive further information once the case is resolved.

**VI. Finance Committee Report**

**Loreen Chant**

- L. Chant stated that the Finance Committee met on May 27 and approved resolutions:
  - A. Resolution 06072021-01 Authorize the President and CEO to approve the Initial Budget and approve the allocation and expenditure of funds for fiscal year 2021-2022.
  - B. Resolution 06072021-02 to approve the Early Learning Coalition’s Additional Amendment to the Annual Budget for fiscal year 2020-2021.
    - Motion to approve resolution by block vote S. Bisceglia.
    - Motion seconded by G. Montes.
    - Motion unanimously passed.
- L. Chant stated that the following resolution was added after the finance committee met:
  - Resolution 06072021-04 Authorize the President and CEO to accept and use additional COVID funding awarded by the Office of Head Start for Early Head Start in the amount of \$897,375.00 for their intended purpose as specified in ACF-PI-HS-21-01.



- Motion to approve resolution by M. Zapata.
- Motion seconded by R. Beasley.
- Motion unanimously passed.
  
- L. Chant stated that the financials are in good standing. With the approval of the provider rate increases and bonuses, the ELC is foreseeing ending the year a balanced budget.
  
- L. Chant stated that the VPK continues to reflect a surplus and EHS budget is in excellent condition.
  
- L. Chant stated that the reconciliation snapshot is now reflecting less than three providers in the disputed category.
  
- L. Chant stated that the Snapshots were presented and there is no waitlist in Miami-Dade or Monroe County. Children are brought in every two weeks in Miami-Dade and daily in Monroe.
  
- L. Chant stated that the EHS credit card has no charges for March and April.
  
- F. Hicks gave an update on the cybersecurity update.

**VII. Policy Council Committee Report**

**Kisline Timothee**

- A video by K. Timothee was played.

**VIII. Programs, Policy & Strategy Committee Report**

**Gladys Montes**

- G. Montes stated that the Programs, Policy & Strategy Committee met on June 1 and discussed the following items:
  - Early Head Start Updates:
    - The average daily attendance has remained 92% or higher during the past five months. In April the average daily attendance was 93%.
    - All meals served during the past five months have ranged between 99.1% to 99.8%. In April, lunch was the highest served at 99.8%, followed by snack at 99.3%, and breakfast at 99.1%
    - Resolution 06072021-03 Authorize the President and CEO to submit and implement a Corrective Action Plan in response to the program's (Early Head Start's) non-compliant monitoring issued by the Office of Head Start.
      - Motion to approve resolution by R. Beasley.
      - Motion seconded by J. Roig.
      - Motion unanimously passed.



- ASQ Updates:
  - Developmental Screenings will be completed and managed in the Single Statewide Information System (SSIS) also known as EFS MOD
  - The Ages and Stages Questionnaire, Social Emotional, 2nd Edition (ASQ:SE2) was added to the battery of required screenings
  - Families are given the option to complete screenings
  - Providers are responsible for screening if family defers or exceeds allotted five days
- CRRSA Act Phase V Grants:
  - Office of Early Learning approved \$120,436,500 in CRRSA support for Florida's early care and education providers.
  - Miami-Dade/Monroe Notice of award is \$19,302,000 for an estimated 1600 early care and education providers.
  - Coalition has received over 600 applications in just two weeks. During the first week we approved 135 applications for a total of \$1,798,500
- PDI Updates:
  - Professional Development Institute:
    - PDG-R 2020-21 Updates
    - May Sessions: 66
    - YTD Sessions: 574
    - YTD Number of Attendees: 8698
    - Miami-Dade: 8523
    - Monroe: 175
- Equity Institute:
  - ELC Staff Anti-Bias Training Sessions: 180
  - Workgroups: Language Equity, Data and Assessment
  - Equity Coaching Sessions with OEL Mentor
  - Racial Equity 2030
- ELC Talks
  - Conversation with members of the Asian American, Native Hawaiian and Pacific Islander Community: May 20th
  - PRIDE: June 17th
  - Confederate Statues: July 15th

## **IX. Provider Services Committee Report**

**Rick Beasley**

- R. Beasley stated that the Provider Services Committee met on April 29 and May 27 and reviewed the following items:
  - Little Yvena's Garden Learning World Center Provider did not administer VPK Assessment Period 1 for the 2019-2020 and 2020-2021 School Year. As a result, provider was in non-compliance with their VPK contract. After reviewing all documents and hearing the providers' testimony, the committee voted to terminate the VPK contract and revoke eligibility for five years.



- Apprenticeship & Internship Programs were discussed. These programs will assist those entering the early education field by receiving mentoring.
- R. Beasley stated that the providers participated in an Early Education Partners Roundtable with their provider representatives.

**X. Monroe Advisory Committee**

**Sandi Bisceglia**

- S. Bisceglia stated that the Monroe Advisory Committee met on April 13 and discussed the following items.
  - ELC Updates were provided by ELC staff and included information on the enrollments for School Readiness and VPK in Monroe County.
  - Bob Eadie gave a Monroe County COVID 19 Update: 10-45 positive cases daily but with fewer hospitalizations.
  - Monroe County Needs Assessment: Negotiations with NOLO were completed. A report will be made to the board once the assessment is finalized.
  - Partner Updates: Providers continue to struggle with teacher retention. VPK enrollment remains low. County ratio restrictions were lifted.
- S. Bisceglia stated that the committee chair and ELC staff met to discuss the format of the Advisory Committee meetings. It was agreed to streamline these meetings to better focus on the major issues affecting Monroe County providers, children and families.

**XI. CEO Report**

**Evelio Torres**

<https://www.elcmdm.org/Content/Uploads/elcmdm.org/files/Meeting%20Packages/CEO%20Report%2006-2021%20rev9.pdf>

**XII. Public Comments**

**Adrian Alfonso**

**XIII. Adjourn**

**Adrian Alfonso**