



Minutes

Board of Directors Meeting
April 6th, 2015; 8:00 a.m.
ELC Board Room

Board Attendees: Adrian Alfonso (Chair); The Hon. Cindy S. Lederman (Vice Chair); Gilda Ferradaz (Treasurer); Marisel Elias Miranda rep. for Magaly Abrahante, Ed.D); Charles Auslander; Roderick E. Beasley; Russell Benford (via conference call); Dr. Tina Carroll-Scott (via conference call); Philip Gassman; Helene J. Good (via conference call); David Lawrence, Jr.; Harve Mogul; Dr. J. Abilio Rodriguez; Gerald K. Schwartz, Esq.; David Williams, Jr.; Robert Eadie; Commissioner Heather Carruthers; Theresa Axford; Shaleen Fagundo; Dr. Mara Zapata; Lucy Pineiro; David Williams

Staff Attendees: Evelio Torres (President/CEO); Angelo Parrino; Lisa Sanabria; Jackye Russell; Fred Hicks; Mercy Castiglione; Fiorella Altare; Ana Rodriguez; Pamela Hollingsworth; Kerry Allen; Yesenia Reyes; Milton Silvera; Dr. Christine Hughes; Le Chau; Victor Caballero; Paloma Lopez-Barcena, Ilieana Vallejo, Tamara Ryland; Keith Preciados

General Attendees: Santiago Echemendia, Shutts & Bowen LLP; Michele S. Kaplan, Devereux; Deylla Camejo, Adhere Academy; Veronica Zea, Smart Start Day School; Tammie Howard, Higher Learning Resource Center; Rachel Spector, TCT; Dr. Judy Schaechter, University of Miami, Gladys Montes, United Way; Gail Gregg, FIU; Ana Sejeck, WELS; Barbara Perdomo, Genesis Children's; R. Peloer; Silvia Palenzuela, MDCPS; Wendy Salomon, Family Central; Susan Galaran, Citrus Health, Alex Soto; Alan Eckstein

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 sixteen (16) voting members.
- A. Alfonso stated that if anyone has a conflict of interest on any item coming before the Board, to declare the conflict and see Lisa Sanabria for a form.
- A. Alfonso introduced this meeting's Board Member Spotlight: Commissioner Heather Carruthers.
 - H. Mogul
- A. Alfonso stated the following item was included in this month's Board packet:
 - ELC Board Attendance
- A. Alfonso bid farewell to three of our esteemed board members as the result of term limits. Each of these board members has brought a wealth of experience and wisdom to this board and have worked tirelessly along with staff to make the Early Learning Coalition of Miami-Dade/Monroe what it is today. Their focus on high-quality programs, underserved communities, positive outcomes for children and the policies they created or helped change have had a long lasting effect in this community and this state. Our dear Judge Cindy Lederman, Harve Mogul and David Williams will be sorely missed. The Early Learning Coalition board and staff and the community at-large thanked them for their many years of service.
- The 4 new board members were introduced Alexander Soto, Dr. Judy Schaechter, Gladys Montes and Alan Eckstein.



- Pam Hollingsworth will took a few minutes to make some introductions of new staff in the Early Head Start Program, Communications and Contracts.
- Alfonso stated that the Early Learning Advisory Council met on March 20th in Tallahassee and made a number of recommendations to the Office of Early Learning. IA. Alfonso also spoke about the need to receive additional support for fraud investigations and for legal defense. The point being that the legislature has made fraud prevention a legal requirement for the Office of Early Learning and Early Learning Coalitions, but investigations and litigation have become very expensive. The Early Learning Coalition needs some assistance from the state Department of Financial Services and the federal Department of Health and Human Services with the investigations. A. Alfonso suggested that a portion of the more than \$60 million in the unspent fund balance be used to create a legal defense fund that coalitions can draw from in case of litigation related to fraud cases which is a necessary and allowable expense. The Early Learning Coalition proposal was that 1) ELAC members and OEL schedule a meeting with the state's Chief Financial Officer and the Florida head the federal Department of Health and Human Services to discuss challenges and possible solutions. 2) That a delegation of chairs meet with legislative leadership so they have a better understanding of the loopholes that need to be closed in the law to prevent sham sales in situations where providers are disqualified to provide services.
 - The ELAC recommendations to the Office of Early Learning focus on:
 1. **Licensing**
 - a. Require all providers to meet the health and safety and discipline requirement
 - b. All staff must be at least 18 years old
 - c. All staff must complete a Level 2 background check before license is received and authorize
 - d. DCF to establish regulations regarding staffing ratios and group sizes.
 2. **Professional Credentials and Training**
 - a. Require all providers and staff that directly provide care to the children comply with training requirements,
 - b. Authorize DCF to establish and periodically update the training for these providers as well as for the directors of these schools
 - c. Re revision of the child care training hours to incorporate and align with the Florida Core Competencies for Early Care and Education Practitioners.
 - d. Authorize OEL to implement a statewide early learning professional development system
 3. **Enforcement Transparency**
 - a. Direct DCF to write rules requiring providers to post the last DCF inspection reports.
 4. **Increased Funding**
 - a. OEL request additional reoccurring funds to adequately meet the need to serve children of working-poor families on the School Readiness Program waitlist
 - b. Restore the funding per FTE for the VPK School-Year program to \$2,716 plus an equivalent increase for the Summer Program while maintaining current staff ratios.
 - c. Authorize counselor and supervisor positions and appropriate funds adequate to staff 100% of projected needs
 - d. Appropriate adequate funds to permit DCF to both support and link the University of Florida Lastinger Center on-line training program
 5. **Quality Improvement**
 - a. Direct and authorize OEL to implement parameters to permit the Coalitions to establish incentive payment rates for SR providers that demonstrate higher quality and better results for children.
 - b. Move oversight of the Gold Seal Program to OEL in order for it to be aligned with additional quality standards.



- c. Support a statewide Quality Rating Improvement System
- d. Authorize OEL to establish regulations to base the approval of accrediting agencies for the Gold Seal program
- e. Improve industry standards that must be met by every contracted program offering SR and VPK. This includes change of ownership standards to avoid issues the Coalitions have experienced with noncompliant providers who change ownership to relatives and employees.

6. State Data System

- a. Expedite development of an early learning data system
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- A. Alfonso stated that the Strategic Planning committee will begin meeting in May and that all board members are encouraged to participate. The Strategic Planning Annual Meeting will take place June 1st in Key West at the Doubletree Hotel. The plan is to hold the 2016 retreat in Miami, 2017 in Key Largo, 2018 in Marathon, and back to Key West in 2019.
 - A. Alfonso stated that since the Early Learning Coalition has a number of board members stepping off the board, he is making the following committee appointments:
 - Gilda Ferradaz: Board Vice Chair
 - Program, Policy & Provider Services Committee: waiting to hear from Dr. Scott and Dr. Schaechter (chair), Gladys Montes (member)
 - Alan Eckstein: Governance & Bylaws (member) and Nominating Committee (member)
 - Finance Committee: Theresa Axford (chair), Alex Soto (member)
 - Ad-Hoc Strategic Planning Committee: Mara Zapata: (chair), and members Rick Beasley , Gilda Ferradaz, Theresa Axford, Dr. Judy Schaechter, Charles Auslander, Helene Good, Shaleen Fagundo, Dr. Abilio Rodriguez, Gladys Montes, Alex Soto, Magaly Abrahamte and anyone else who wishes to participate. Meeting notices will be sent to all board members. Michele Watson who you may remember from the work she has done on tiered reimbursement and provider payment rates will serve as this year's facilitator.
 - Legislative Committee: Alexander Soto (chair)

II. Approval of Minutes

Adrian Alfonso

- A. Alfonso called for the approval of the meeting minutes from March 2nd, 2015.
 - C. Lederman moved to approve the minutes.
 - H. Mogul seconded the motion.
 - Motion was passed unanimously.

III. Programs, Policy & Provider Services Committee Report

The Hon. Cindy Lederman

- Future Leaders – 3 class 2 Violations. The providers were asked to bring proof that they are working on correcting the fire violation to the Programs Committee meeting and they did provided this proof. The recommendation was as follows, they are to be put on probation for 6 months, and probationary period begins after final approval by board. During the duration of this probation they are not to receive any class 1 or 2 violation, if they do contract will be terminated and they will not be able to appeal this termination.

The committee is recommending a 6 month suspension

- Motion to approve by S. Fagundo
- Motion seconded by R. Eadie
- Motion was unanimously passed.



- Adhere Academy – Application for School Readiness was denied original owner was on the USDA disqualified list. The daycare was sold to her sister in law. We asked for documentation proving the sale was at arm’s length and these documents were never received. Recommendation is to not accept the new contract.

The committee is recommending we do not accept new contract.

- Motion to approve by C. Auslander
- Motion seconded by M. Zapata.
- Motion was unanimously passed.

- Smart Starts – 3 class 2 violations the provider has made the appropriate corrections. The recommendation was as follows, they are to be put on probation for 6 months, and probationary period begins after final approval by board. During the duration of this probation they are not to receive any class 1 or 2 violation, if they do contract will be terminated and they will not be able to appeal this termination.

The committee is recommending a 6 month suspension.

- Motion to approve by C. Auslander
- Motion seconded by S. Fagundo.
- Motion was unanimously passed.

- Loss Prevention has reason to believe that client Barbara Perdomo, who is also contracted with the ELC as a Provider under Genesis Childcare Academy, knowingly omitted her true and accurate income during her application process which resulted in receiving services she was not entitled to. (Income does not seem reflect what she is actually reporting). The Coalition is required to report to the Department of Financial Services, for further investigation, cases where there is sufficient reason to believe that the Provider has knowingly provided or submitted fraudulent information. The Provider understands that knowingly providing false information, omitting requested information, signing inaccurate attendance documents or failing to promptly report changes that will directly affect eligibility as a school readiness funded provider, may result in a requirement to refund unauthorized payments and/or a discontinuance of further participation in the SR program. The Coalition may suspend or terminate the Provider from participation in the SR program when it has reasonable cause to believe that the Provider has committed fraud. If suspended, the Provider shall remain suspended until the completion of any investigation by the Office of early Learning, the Department of Financial Services, or any other state or federal agency, and any subsequent prosecution or other legal proceeding.

- Recommendation will not be made at this board meeting as provider’s attorney requested a continuance.

- Higher Learning Resource Center Inc. was audited by VPK monitor, Post Attendance Monitor, and Fiscal Review manager. Discrepancies were found. E-mail was submitted and certified mail was sent to Tammie Howard regarding "Notice of Termination" for School Readiness and VPK services for Higher Learning Resource Center Inc. for the following reasons 1) The provider was found to be non-compliant with the lead teach requirements on January 27, 2015 during VPK monitoring. Teresa Spencer was found to be serving the role of lead teacher. Lead teacher, Tammie Howard, was out on a personal matter. Ms. Spencer has not been approved for the role of lead teacher by the ELC. 2) On January 27, 2015, the Post Attendance Monitor(s) and the Fiscal Review Manager audited Provider's records for the School Readiness and Voluntary Pre-Kindergarten (VPK) Programs. The audit revealed numerous discrepancies School Readiness Parental sign-in/sign-out forms and the VPK long forms. 3) Upon further review, the discrepancies showed 90% of the School Readiness Parental sign-in/sign-out forms and the VPK long forms were non-compliant with applicable program policies and procedures. Grievance was received by Early Learning Coalition of Miami-Dade and Monroe regarding "Notice of Termination" for Higher Learning Resource Center, Inc.

The committee is recommending termination.



- Motion to approve by C. Auslander
- Motion seconded by M. Zapata.
- Motion was unanimously passed.

IV. Finance Committee Report

Gilda Ferradaz

- G. Ferradaz reviewed the financial statements and stated it was business as usual.
- Resolution 04012015-01 authorize the President and CEO to negotiate and execute an amendment to Contract PSA14-152 with Watson Policy Solutions.

Motion to approve resolution by C. Auslander.
Motion seconded by A. Rodriguez.
Motion was unanimously passed.

- Resolution 04012015-02 authorize the President and CEO to negotiate and execute an amendment to contract PSA14-129 with Shutts & Bowen LLP.
The increase in funds is due to the ELC involvement in fraud referrals.

Motion to approve resolution by D. Lawrence.
Motion seconded by R. Eadie.
Motion was unanimously passed.

- Resolution 04012015-03 this resolution presents RFP#ELCMDM2015-01 (Developmental Assessments for Miami-Dade and Monroe Counties) Evaluation Committee's scoring results of the Request for Proposal to the Finance Committee for review and recommendation of vendor selection to the Board of Directors. This resolution also requests authorization and approval for the President and CEO to negotiate and execute a contract with the selected vendor.

Motion to approve resolution by H. Mogul.
Motion seconded by A. Rodriguez.
Motion was unanimously passed.

- Resolution 04012015-04 Authorize the President and CEO to receive and execute the grant agreement with the Monroe County School District for the Teenage Parent Program (TAP)

Motion to approve resolution by H. Carruthers.
Motion seconded by M. Zapata.
Motion was unanimously passed.

- Resolution 04012015-05 Authorize the President and CEO to negotiate and execute an amendment to the contract with Automated Data Processing Services (ADP)

Motion to approve resolution by C. Lederman.
Motion seconded by H. Mogul.
Motion was unanimously passed.

- Resolution 04012015-06 authorizes the President and CEO to negotiate and execute the lease listed in the background section of this resolution.
Background- On February 27, 2013, the Board approved Resolution 02272013-03 requesting authorization for the President and CEO to negotiate and execute service transition leases and lease-related agreements. This



resolution is requesting authorization for the President and CEO to negotiate and execute the lease renewal agreement listed in the chart below. The lease will provide for the following: exclusive use of two office spaces, use of board room and training room, and use of common area spaces. The total amount of the agreement will not exceed \$6,840.00, subject to availability of funding.

Motion to approve resolution by R. Eadie.

Motion seconded by S. Fagundo.

Motion was unanimously passed.

- G. Ferradaz reviewed the waitlist and snapshots. Monroe County continues to have “0” children on wait list and there are no longer concerns with capacity. Miami Dade County has sent out the final 5,000 packets for new enrollment and there is now “0” children on the wait list.
- The Early Learning Coalition of Miami-Dade and Monroe County is trying to execute a provider rate increase. It has been suggested that those provider’s on probation do not receive this increase. The rate increase will be present at the following Board meeting and then sent to the Office of Early Learning for final approval.

V. CEO Report

Evelio Torres

- VPK Program Improvement Plans and the Readiness Rate Update
- Development Screening Challenges

Kerry Allen
Dr. Christine Hughes

- The presentations are available at the following link:

http://www.elcmdm.org/about_us/Board/minutes/Board/CEO%20report/CEOR04062015.pdf

VI. Adjourn

Adrian Alfonso