



Minutes

Board of Directors Meeting
September 6th, 2016; 8:00 a.m.
ELC Board Room

Board Attendees: Adrian Alfonso (chair); James Haj; Theresa Axford; Rick Beasley; Russell Benford (via conference call); Robert Eadie; David Lawrence Jr; Gilda Ferradaz (; Judy Schaechter; Alexander Soto; J. Abilio Rodriguez; Gerald Schwartz; Alan Eckstein; Dr. Mara Zapata; Marisol Diaz; Gladys Montes; Loreen Chant; Tina Carroll-Scott; Shaleen Fagundo

Board Absentees: Heather Carruthers; Philip Gassman

Staff Attendees: Evelio Torres (President/CEO); Lisa Sanabria; Jackye Russell; Mercy Castiglione; Fiorella Altare; Dr. Anabel Espinosa; Kerry Allen; Michelle Meilan; Sandra Gonzalez; Lucretia Jones; Chemika Burkhalter; Wilfredo Ayala; Jason Johnson; Milton Silvera; Miguel Alfonso; Lydia Clarke; Victor Caballero

General Attendees: Santiago Echemendia (Shutts & Bowen) ; Jackie Romillo (Citrus Health Network); Natalia Celeite (Child Readiness); Rodolfo Rodriguez; Julienne Barham (Devereux); Daniel Vila (Wynwood Learning Center); Juanita Walker (Sheyes of Miami); Wendy Saloman (Family Central); Shawna Pointville (Excel Kids); Representative Erik Fresen

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 welcomed and congratulated Representative Erik Fresen who had been honored with the Children's Champion award by the Association of Early Learning Coalitions. A. Alfonso stated that Representative Fresen had been a champion for children even before he was elected to the House. But as a House member he had been champion on all matters related to early learning. A. Alfonso asks Rep. Fresen to say a few words. E. Fresen thanked the Coalition for this award and vowed to continue his support of early learning.
- A. Alfonso reminded the Board Members about our Circle of Friends Reception which was to be held on Friday September 23rd at 6:00pm and will be honoring board member Gerald Schwartz as the recipient of the 2016 Chairman's Award. A. Alfonso stated that the reception will also be used as a kick off of the ELC Foundation and raise some dollars to support SR scholarships.
- A. Alfonso reminded everyone that the annual conference for more than 900 early educators was to be held at Ronald Reagan High School on Saturday, September 24th. A. Alfonso stated that the theme for this year's conference is Early Education, Lifelong Success. A. Alfonso stated that they will be recognizing and presenting several awards to Miami-Dade/Monroe providers and staff, including David Lawrence Jr. with the Raising the Quality Bar Award.
- A. Alfonso stated that in the packet there is an article about the proposed special tax on tobacco and bar-served alcoholic beverages in Monroe County. Mayor Carruthers and other leaders have worked to educate the community about the need for a special funding source to support human services in the keys.



- A. Alfonso stated that there will be one presentation by Senator Ellyn Bogdanoff from Florida Association of Child Care Management she will speak to the board about their work to improve the quality of care in Florida and their APPLE accreditation organization.

II. Approval of Minutes

Adrian Alfonso

- A. Alfonso called for the approval of the meeting minutes from August, 2016.
 - B. Eadie moved to approve the minutes.
 - S. Fagundo seconded the motion.
 - Motion was passed unanimously.

III. Finance Committee Report

Bob Eadie

- Resolution 09062016-01 authorizes the President and CEO to negotiate and execute an amendment to Contract C16-01 with Miami Dade College School of Education. Fiscal Impact: The contract amount increases by \$253,100.00 for a total contract amount not to exceed \$449,086.25 for the fiscal year 2016-2017, which is subject to the availability of funding. Funding Source: The U.S Department of Health and Human Services, Administration for Children and Families
 - Motion to approve resolution by B. Eadie.
 - Motion seconded by S. Fagundo.
 - M. Zapata recused herself.
 - Motion was unanimously passed.
- Resolution 09062016-02 authorizes the President and CEO to negotiate and execute an amendment to Contract C16-09 with Verdeja De Armas & Trujillo, Inc. Fiscal Impact: The contract amount increases by \$8,500.00 for a total contract amount not to exceed \$65,500.00 for the fiscal year 2016-2017, which is subject to the availability of funding. Funding Source: All Funding Sources
 - Motion to approve resolution by B. Eadie.
 - Motion seconded by M. Zapata.
 - Motion was unanimously passed.
- Resolution 09062016-03 authorizes the President and CEO to negotiate and execute an amendment to Contract CSA 16-21 with H. A. Contracting Corporation, for playgrounds, playground equipment and facility improvements for 10 additional Early Head Start centers. Fiscal Impact: The contract amount increases by \$1,679,000.00 for a total contract amount not to exceed \$2,939,000.00 for the fiscal year 2016-2017, which is subject to the availability of funding. Funding Source: The U.S Department of Health and Human Services, Administration for Children and Families.
 - Motion to approve resolution by T. Axford.
 - Motion seconded by A. Eckstein.
 - Motion was unanimously passed.
- Resolution 08312016-04 authorizes the President and CEO to release a Request for Proposal for MIP Software services. Fiscal Impact: A total amount not to exceed \$68,701.47 for the fiscal year 2016-2017, which is subject to the availability of funding. Funding Source: All Funding Services.
 - Motion to approve resolution by B. Eadie.
 - Motion seconded by S. Fagundo.
 - Motion was unanimously passed.



- Resolution 08312016-05 authorizes the President and CEO to release a Request for Proposal for Food Catering Services. Fiscal Impact: A total amount not to exceed \$51,714.50 for the fiscal year 2016-2017, which is subject to the availability of funding. Funding Source: The U.S Department of Health and Human Services, Administration for Children and Families, Nemours, The Children’s Trust Fund and The Health Foundation.
 - Motion to approve resolution by A. Eckstein.
 - Motion seconded by T. Axford.
 - Motion was unanimously passed.
- E. Torres stated that there was a decrease in the wait list, VPK enrollment is low because it is only reflecting the summer term and Monroe County continues to have 0 children on the wait list.
- E. Torres stated that EHS has developed a waiting list and there are 564 children on it.
- E. Torres asked the board members to review the credit card charges made by the EHS program.

IV. Provider Services Committee Report

Rick Beasley

- R. Beasley stated that the Arias Family Child Care Home had a class 1 violation due to non-compliance with a background screening. The committee recommended that the provider be placed on a corrective action plan due to having no previous warnings or violations.
- R. Beasley stated that the Laurenceau Family Day Care Home had a class 1 violation due to fraudulent information. The committee recommended that the provider be placed on a corrective action plan due to finding that there was no intent to commit the fraud after testimony was given.
- R. Beasley stated that the William Lehman Child Care Center had a class 1 violation due to a child not adequately supervised and leaving premises without knowledge or awareness of staff. The committee decided to continue the item until the next meeting. Due to the severity of the violation the committee is requiring more information and or proof that steps have been made to remedy the situation.

V. Programs & Policy Committee Report

Judy Schaechter

- J. Schaechter stated that the Early Head Start childcare providers must establish and implement policies and procedures to respond to medical and dental health emergencies. All staff must be familiar and trained in these policies and procedures. The committee was asked to review the health priorities and to make suggestions.
- J. Schaechter stated that the committee discussed adding a few members particularly in the areas of Optometry, Speech Pathology and Mental Health.
- J. Schaechter stated that the following changes to the health priorities were suggested:
 - AIDS policy should be corrected
 - Contagious Diseases (Identify not just children but family members and staff)
 - Encourage vaccination for preventable diseases for children and staff
 - Add that aspirin should not be given to anyone under 18 years of age
 - Change definition of “sick child” example allergies vs. contagious disease
 - Provide a place for dental screening during the summer months
 - Replacement of toothbrushes should be every 3 months
 - First dental visits should be 3months after first tooth erupts.



- J. Schaechter stated that at this month's Program committee meeting, B. Torres presented the EHS federal food program report, M. Meilan presented on the OEL Monitoring Report and S. Gonzalez gave some Eligibility updates.

VI. Governance & Bylaws

Gerald Schwartz

- G. Schwartz stated that a new meeting schedule for the Board of Directors was discussed and the committee approved the new schedule. The schedule will have 8 Board meetings with one being held in Key Largo and 2 Executive Committee meetings. G. Schwartz stated that some changes were made to the bylaws in sections 5.9, 5.10, 7.1, 7.4, 7.5, 7.6, 7.7.
 - Motion to approve new schedule and changes to the bylaws by D. Lawrence.
 - Motion seconded by R. Beasley.
 - Motion was unanimously passed.

VII. CEO Report

http://www.elcmdm.org/about_us/Board/minutes/Board/CEO%20report/CEOR09062016.pdf

VIII. Public Comments

Adrian Alfonso

IX. Adjourn

Adrian Alfonso