



**Executive Committee Meeting
November 4, 2019; 10:00 a.m.
Monroe County Health Dept.
1100 Simonton Street, Room 1-3
Key West, FL 33040**

Committee Attendees: Adrian Alfonso (via conference call); Gilda Ferradaz (via conference call); Bob Eadie; Maurice Kemp (via conference call)

Other Board Attendees: Heather Carruthers; Aaron Slavens (via conference call); Gerald Shwartz (via conference call)

Absentee Members:

ELC Staff: Evelio Torres; Angelo Parrino; Mercy Castiglione; Sandra Gonzalez; Laurie Dunn; Pamela Hollingsworth (via conference call)

General Attendees: Bob de la Fuente (via conference Call), Octavio Verdeja (via conference call)

I. Welcome & Introductions **Adrian Alfonso**

II. Approval of Minutes **Adrian Alfonso**

- Motion to approve minutes B. Eadie
- Motion seconded by M. Kemp
- Motion unanimously passed.

III. EFS Mod Review **Octavio Verdeja**

- O. Verdeja stated that his firm would be completing a special project; this project will entail reviewing the financials and the reconciliation process.

IV. Finance Report **Bob Eadie**

- Resolution 11042019-01 – Modify the fiscal impact and funding source for construction services agreement 18-04 awarded for Early Head Start playgrounds to the selected vendor. Fiscal Impact: The contract is for an approximate amount of \$632,540.00 until January 31, 2020, which is subject to the availability of funding.



- B. Eadie moved to approve the resolution.
 - A. Alfonso seconded the motion.
 - Motion unanimously passed.
- B. Eadie stated that the EHS Credit Card report was in your packet for review.

V. EHS Policy and Procedures

Angelo Parrino

- a. A. Parrino asked for a motion to approve the EHS Policy and Procedures.
- B. Eadie moved to approve the EHS Policy and Procedures.
 - H. Carruthers seconded the motion.
 - Motion unanimously passed.

VI. Approval of Children 1st Conference Awards

Pam Hollingsworth

- a. P. Hollingsworth recommend that the following organization be awarded the community partner award, Children’s trust and Teacher of the year Beverly.
- B. Eadie moved to approve the awards.
 - H. Carruthers seconded the motion.
 - Motion unanimously passed.

VII. EHS Policy Council

Evelio Torres

- a. E. Torres stated that they need EHS Policy Council member to participate in the Provider services committee. B. de la Fuente stated that he would make the changes to the bylaws.
- B. Eadie moved to approve the addition to the Provider Services Committee.
 - H. Carruthers seconded the motion.
 - Motion unanimously passed.

VIII. Public Comments

Adrian Alfonso

IX. Adjourn

Adrian Alfonso

- X. **A Litigation Committee “in the shade” meeting was held after the Executive committee meeting. The Executive committee member and Litigation committee members were present along with E. Torres and B. de la Fuente. Details of the meeting cannot be discussed.**