



Executive Committee Meeting
November 5, 2018; 10:00 am
Monroe County School District Board Room
241 Trumbo Road, Key West, FL

Committee Attendees: Adrian Alfonso; Gilda Ferradaz; Bob Eadie

Non-Committee Attendees: Heather Carruthers, Alan Eckstein, Rick Beasley, Theresa Axford

Absentee Members: Maurice Kemp

ELC Staff: Evelio Torres; Angelo Parrino; Sandra Gonzalez; Lisa Sanabria; Pamela Hollingsworth; Mercy Castiglione; Laurie Dunn

I. Welcome & Introductions **Adrian Alfonso**

II. Approval of Minutes **Adrian Alfonso**

- Motion to approve minutes G. Ferradaz.
- Motion seconded by B. Eadie.
- Motion was unanimously passed.

III. Resolutions **Adrian Alfonso**

- Resolution 11052018-01 to approve the Early Learning Coalition's First Amendment to the Annual Budget for fiscal year 2018-2019. Fiscal Impact: Increasing the Approved Initial Annual Budget to \$213,853,065.00.
 - Motion to approve resolution B. Eadie.
 - Motion seconded by G. Ferradaz.
 - Motion unanimously passed.
- Resolution 11052018-02 Authorize the President and CEO to release a request for proposal (RFP) to select qualified proposers to facilitate and provide evidence-based coaching, mentoring and educational services to parents of infants and toddlers, and teenage parents. Fiscal Impact: An approximate amount of \$65,000.00 per fiscal year, which is subject to the availability of funding.
 - Motion to approve resolution B. Eadie.
 - Motion seconded by G. Ferradaz.
 - Motion unanimously passed.



- Resolution 11052018-03 Authorize the President and CEO to release a request for proposal (RFP) for External Auditing Services Fiscal Impact: An approximate amount of \$75,000.00 per fiscal year, which is subject to the availability of funding
 - Motion to approve resolution B. Eadie.
 - Motion seconded by G. Ferradaz.
 - Motion unanimously passed.

- Resolution 11052018-04 Authorize the President and CEO to request a Non-Federal Share Waiver from the U.S. Department of Health and Human Services for the Early Head Start Grant in the amount of \$1,842,393.18 for Program Year 3 (08/01/2017 - 07/31/2018). Fiscal Impact: An approximate amount of \$1,842,393.18 for fiscal year 2017-2018.
 - Motion to approve resolution B. Eadie.
 - Motion seconded by G. Ferradaz.
 - Motion unanimously passed.

IV. Informational Items

Adrian Alfonso

- EFS Modernization – E. Torres stated the following:
 - Bringing in 450 children from waitlist and have asked OEL for leniency because it is an imperfect system due to the problems with EFS modernization
 - EFS modernization is better but nowhere near working properly and providers have been consistently over payed. It would be unfair to recoup everything in one lump sum and have asked OEL if it can be on a 3 to 6 months payment plan. ELC cannot recoup dollars from providers that have closed or sold their childcare center.
 - There has been improvement on the attendance side but eligibility still seeing significant errors and this will cost the Coalition money to have the employees reconcile have to pay overtime. Providers have been providing sign in sign out sheets to have a basis of were to begin.
 - The ELC has possibly paid for children that were not eligible but the provider must be paid because they were not at fault.
 - The wait list is currently above 5000.

- EHS successor-in-interest – E. Torres stated the following:
 - All the required information has been gathered, the ELC is working with CPA and documents should be submitted this week.

- 401K Testing Safe Harbor - E. Torres stated the following:
 - The ELC failed the 2016 testing for 401K; it showed that higher compensated employees are the ones participating. The 401K plan will be changed, new employees will automatically be enrolled will have to opted out (this will put us in safe harbor) and no time limits will be set on when you can take the money with you.



V. Public Comments

Adrian Alfonso

VI. Adjourn

Adrian Alfonso