



Finance Committee Meeting
August 31st, 2016; 10:00 AM
Early Learning Coalition Board Room

Committee Attendees: Adrian Alfonso; Theresa Axford (via conference call); Alex Soto (via conference call); Philip Gassman (via conference call)

Absent Committee: Robert Eadie

Staff Attendees: Mercy Castiglione; Lisney Badillo; Marie-Jose Sanchez; Angelo Parrino; Lisa Sanabria; Evelio Torres; Jackye Russell; Juan Castillo; Pamela Hollingsworth; Jose Hernandez; Fred Hicks; Evelio Torres (via conference call)

I. Welcome and Introductions **Adrian Alfonso**

- A. Alfonso called the meeting to order and welcomed everyone. Quorum was established.

II. Approval of Minutes **Adrian Alfonso**

- Motion to approve minutes by T. Axford.
- Motion seconded by P. Gassman.
- Motion was unanimously passed.

III. Financial Statements **Adrian Alfonso**

- M. Castiglione reviewed the finance statements and stated that it was in line with prior years. M. Castiglione stated that Early Head Start is in line with the budget

IV. Resolutions **Adrian Alfonso**

- Resolution 08312016-01 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 T. Axford.
 - Motion seconded by P. Gassman.
 - Motion was unanimously passed.

- Resolution 08312016-02 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 T. Axford.
 - Motion seconded by P. Gassman.
 - Motion was unanimously passed.

- Resolution 08312016-03 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 P. Gassman.
 - 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 T. Axford.
 - Motion seconded by P. Gassman.
 - 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 T. Axford.
- Motion seconded by P. Gassman.
- Motion was unanimously passed.

V. Informational Items

Adrian Alfonso

- A. Parrino stated that there was a decrease in the wait list and that the VPK enrollment is low because it is only reflecting the summer term.
- A. Parrino stated that Monroe County continues to have a 0 children on the wait list.
- A. Parrino stated that EHS has 564 children on the wait list.
- A. Parrino asked the committee members to review the credit card charges made by the EHS program.

VI. Adjourn

Adrian Alfonso