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

V. Informational Items

- 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 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