



**FINANCE COMMITTEE MEETING**  
**January 31, 2018, 10:00 am**  
**ELC Board Room**

- |      |   |           |
|------|---|-----------|
| I.   | Welcome & Introductions                                     | Bob Eadie |
| II.  | Approval of Minutes   | Bob Eadie |
|      | A. Motion to approve minutes for the month of November 2017 |           |
| III. | Financial Statements  | Bob Eadie |
|      | A. School Readiness/VPK                                     |           |
|      | B. Early Head Start   |           |
| IV.  | Information Items   | Bob Eadie |
|      | A. Slot Utilization   |           |
|      | • Miami Dade County   |           |
|      | • Monroe County   |           |
|      | • Early Head Start  |           |
|      | • Title V   |           |
|      | B. Early Head Start Credit Card Report                      |           |
|      | C. HQ Lease Discussion                                      |           |
| V.   | Public Comments   | Bob Eadie |
| VI.  | Meeting Adjourn   | Bob Eadie |

Mission: To promote high-quality school readiness, voluntary pre-kindergarten and after school programs, thus increasing all children's chances of achieving future educational success and becoming productive members of society. The Coalition seeks to further the physical, social, emotional and intellectual needs of Miami-Dade and Monroe County children with a priority toward the ages before birth through age 5.



Finance Committee Meeting  
November 29, 2017; 10:00 AM  
Early Learning Coalition Board Room

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

**Absent Committee:** Gilda Ferradaz

**Staff Attendees:** Angelo Parrino; Sandra Gonzalez; Juan Castillo; Belkis Torres; Jackye Russell; Milton Silveria

**I. Welcome and Introductions** **Bob Eadie**

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

**II. Approval of Minutes** **Bob Eadie**

- Motion to approve minutes by A. Alfonso.
- Motion seconded by P. Gassman.
- Motion was unanimously passed.

**III. Financial Statements** **Bob Eadie**

- M. Castiglione reviewed the finance statements and stated that it was business as usual.

**IV. Resolutions** **Bob Eadie**

- Resolution 11292017-01 Approval of the Evaluation Committee's recommendation to award contract for ITN#ELCMDM2017-07 (Office Supplies) to the selected vendors. Also, authorize the President and CEO to negotiate and execute contracts with the selected vendors.
  - Motion to approve resolution by A. Alfonso.
  - Motion seconded by P. Gassman.
  - Motion was unanimously passed.



- Resolution 11292017-02 Approval of the Evaluation Committee’s recommendation to award contract for ITN#ELCMDM2017-08 (IT Equipment) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor.
  - Motion to approve resolution by T. Axford.
  - Motion seconded by P. Gassman.
  - Motion was unanimously passed.
  
- Resolution 11292017-03 Approval of the Evaluation Committee’s recommendation to award contract for RFP#ELCMDM2017-09 (Professional Development & Resources for Positive Adult/Child Interactions) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor.
  - Motion to approve resolution by T. Axford.
  - Motion seconded by A. Alfonso.
  - Motion was unanimously passed.
  
- Resolution 11292017-04 Approval of the Evaluation Committee’s recommendation to award contract for RFP#ELCMDM2017-10 (Payroll and Human Resources) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor.
  - Motion to approve resolution by P. Gassman.
  - Motion seconded by T. Axford.
  - Motion was unanimously passed.
  
- Resolution 11292017-05 Approval of the Evaluation Committee’s recommendation to award contract for RFP#ELCMDM2017-11 (Cleaning/Janitorial Services) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor.
  - Motion to approve resolution by T. Axford.
  - Motion seconded by A. Alfonso
  - Motion was unanimously passed.
  
- Resolution 11292017-06 Approval of the Evaluation Committee’s recommendation to award contract for RFP#ELCMDM2017-12 (Early Head Start Medical Services) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor.
  - Motion to approve resolution by T. Axford.
  - Motion seconded by A. Alfonso
  - Motion was unanimously passed.
  
- Resolution 11292017-07 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 \$1,910,406.00 for Program Year II (08/01/2016 - 07/31/2017).



- Motion to approve resolution by A. Alfonso.
- Motion seconded by T. Axford
- Motion was unanimously passed.
  
- Resolution 11292017-08 Authorize the President and CEO to request and use the carryover balance from the 04HP0007-02 program grant (year (2) two) to the 04HP0007-03 program grant (year (3) three).
  - Motion to approve resolution by T. Axford.
  - Motion seconded by A. Alfonso
  - Motion was unanimously passed.
  
- Resolution 11292017-09 Authorize the President and CEO to release a Request for Proposal (RFP) for External Auditing Services.
  - Motion to approve resolution by A. Alfonso.
  - Motion seconded by P. Gassman.
  - Motion was unanimously passed.
  
- Resolution 11292017-11 Authorize the President and CEO to negotiate, execute and receive funds for the Florida Child Care Executive Partnership (CCEP) Match Memorandum of Understanding (MOU).
  - Motion to approve resolution by P. Gassman.
  - Motion seconded by T. Axford.
  - Motion was unanimously passed.

**V. Informational Items**

**Bob Eadie**

- A. Parrino stated that the wait list for Monroe county remains at 0. There is a wait list for Miami-Dade county invitation will be sent to those families.
- E. Torres stated that an article was released in reference to the funding formula. The article was a bit concerning because it seemed to attack Miami Dade, claiming Miami-Dade receives too much money for School Readiness. E. Torres stated that to develop a funding formula you must take into account children being served and wait list.
- E. Torres stated that the lease proposal from the current landlord is still too costly. E. Torres stated that one of the alternatives would be to lease less square footage, split main office into a smaller administrative office and have some staff working from home.

**VI. Public Comments**

**Bob Eadie**

**VII. Adjourn**

**Bob Eadie**

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Financial Position

(In thousands \$000)

	<b>Unaudited As of 12/31/17</b>
<b>Assets</b>	
Cash & Cash Equivalents	17,358
Grants Receivable	15,852
VPK Prepayment	4,186
Property and Equipment, Net	343
Other Assets	46
 Total Assets	 <b>\$ 37,785</b>
<b>Liabilities</b>	
Accounts Payable	14,371
Advances Due to OEL & Other	17,415
VPK Prepayment	4,186
Deferred Revenues	13
Accrued Expenses & Other Liabilities	651
 Total Liabilities	 <b>36,635</b>
<b>Net Assets</b>	
Unrestricted	1,094
Temporarily Restricted	56
Total Net Assets	<b>1,150</b>
 Total Liabilities and Net Assets	 <b>\$ 37,785</b>

**Early Learning Coalition of Miami-Dade and Monroe Counties**

**Statement of Activities**  
*(In thousands \$000)*

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>12/31/17</u>
<b>Support and revenues</b>			
Grants	\$ 0	\$ 93,993	\$ 93,993
Contributions and Other	29	206	235
Net Assets Released from Restrictions	<u>94,105</u>	<u>(94,105)</u>	<u>0</u>
 Total Support and Revenues	 94,134	 94	 94,228
 <b>Expenses</b>			
Early Education Services	90,637		90,637
Administration	<u>3,504</u>		<u>3,504</u>
 Total Expenses	 <u>94,141</u>	 <u>0</u>	 <u>94,141</u>
 <b>Change in Net Assets</b>	 (7)	 94	 87
 <b>Beginning Net Assets</b>	 1,101	 (38)	 1,063
 <b>Ending Net Assets</b>	 <u>\$ 1,094</u>	 <u>\$ 56</u>	 <u>\$ 1,150</u>

**Early Learning Coalition of Miami-Dade and Monroe Counties**  
**Statement of Functional Expenses**  
*(In thousands \$000)*

	<u>Administration</u>	<u>Early Education Services</u>	<u>Preliminary YTD 12/31/2017</u>
<b>Expenses:</b>			
Payroll & Employee Benefits	2,058	6,395	8,454
Direct Child Care Services	14	78,894	78,909
Contracted Services-Subrecipients	-	1,679	1,679
Dues & Subscriptions	88	16	104
Occupancy Costs	306	1,859	2,165
Telephone & Communications	34	211	245
Equipment Repair & Maintenance	9	3	13
Postage & Freight	11	26	37
Printing	8	50	58
Professional Fees	506	455	962
Travel & Transportation Expenses	53	58	111
Program Supplies	46	526	572
Meetings & Conferences	5	9	14
Insurance-General & Liability	20	85	105
Office	260	58	318
Other Administrative Costs	86	311	397
<b>Total Expenses</b>	<b>\$ 3,504</b>	<b>90,637</b>	<b>94,141</b>

**Early Learning Coalition of Miami-Dade and Monroe Counties**  
**Statement of Cash Flows**  
*(In thousands \$000)*

	<b>Preliminary YTD 12/31/17</b>
<b>Cash Flows From Operating Activities</b>	
<b>Change In Net Assets</b>	87
<b>Adjustments to reconcile change in net cash provided by</b>	
Depreciation Expense	0
(Increase) Decrease in Assets:	
Grants Receivables	(5,380)
Other Assets	196
VPK Prepayment	(4,186)
Increase (Decrease) in Liabilities:	
Accounts Payable-Vendors	(5,215)
Other Accrued Expenses & Other Payables	(199)
Advances Due to OEL	21,325
Advances Due to Other Grantors	(12)
Deferred Revenues	(24)
<b>Total Adjustments</b>	<b>6,506</b>
<b>Net Cash Flows From Operating Activities</b>	<b>6,593</b>
<b>Cash Flows from Investing Activities:</b>	
Purchase of furniture and equipment	
<b>Net Cash Flows From Investing Activities</b>	
Change in Cash	6,593
Cash - Beginning of Period	10,766
<b>Cash Balance End of Period</b>	<b>\$ 17,358</b>





**BUDGET VARIANCE**  
**December**  
**2017**  
*In 000'S*

School Readiness					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
State of Florida	<b>116,849</b>	<b>9,704</b>	<b>60,508</b>	<b>48.22%</b>	<b>50.00%</b>
<b>EXPENDITURES</b>					
Salary and Fringe	11,721	1,044	6,327	46.02%	
Child Care Services	98,460	8,250	51,446	47.75%	
Contractual Services	2,204	210	1,080	51.02%	
Occupancy	1,553	135	849	45.34%	
Travel/Conf/Dev	261	22	79	69.85%	
Program Activity	1,775	3	358	79.85%	
IT	667	19	130	80.58%	
Other	207	21	240	-16.18%	
<b>TOTAL EXP</b>	<b>116,849</b>	<b>9,704</b>	<b>60,508</b>	<b>48.22%</b>	<b>50.00%</b>

VPK					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
State of Florida	<b>56,714</b>	<b>4,627</b>	<b>23,848</b>	<b>57.95%</b>	<b>50.00%</b>
<b>EXPENDITURES</b>					
Salary and Fringe	1,437	28	330	77.05%	
Child Care Services	54,533	4,594	23,409	57.07%	
Contractual Services	63	1	27	57.65%	
Occupancy	124	3	57	53.79%	
Travel/Conf/Dev	13		3	73.49%	
Program Activity	401	0	0	100.00%	
IT	72		9	88.09%	
Other	73		13	82.66%	
<b>TOTAL EXP</b>	<b>56,714</b>	<b>4,627</b>	<b>23,847</b>	<b>57.95%</b>	<b>50.00%</b>

EARLY HEAD START					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
Office of Head Start	<b>15,453</b>	<b>790</b>	<b>6,397</b>	<b>58.61%</b>	<b>50.00%</b>
<b>EXPENDITURES</b>					
Salary and Fringe	2,731	200	1,212	55.60%	
Child Care Services	7,127	497	2,770	61.13%	
Contractual Services	405	23	463	-14.44%	
Occupancy	4,304	27	1,489	65.41%	
Travel/Conf/Dev	374	9	102	72.65%	
Program Activity	147	5	246	-67.65%	
IT	104	22	49	52.94%	
Other	262	7	65	75.26%	
<b>TOTAL EXP</b>	<b>15,453</b>	<b>790</b>	<b>6,397</b>	<b>58.61%</b>	<b>50.00%</b>

OTHER					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
The Children's Trust	5,330	354	2,033	61.86%	
Other	565	125	796	-40.82%	
Refugee	1,350	84	592	56.16%	
Teen Parent	1,045	13	55	94.75%	
	<b>8,290</b>	<b>575</b>	<b>3,476</b>	<b>58.08%</b>	<b>50.00%</b>
<b>EXPENDITURES</b>					
Salary and Fringe	907	91	521	42.56%	
Child Care Services	3,290	176	1,276	61.21%	
Contractual Services	3,386	197	1,072	68.34%	
Occupancy	30	71	217	-613.34%	
Travel/Conf/Dev	126	11	39	68.98%	
Program Activity	430	83	164	61.94%	
IT	47		4	90.87%	
Other	74	6	97	-31.00%	
<b>TOTAL EXP</b>	<b>8,290</b>	<b>636</b>	<b>3,389</b>	<b>59.12%</b>	<b>50.00%</b>
NET		-60	86		

TOTAL	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
State of Florida	173,563	14,330	84,356	51.40%	
Office of Head Start	15,453	790	6,397	58.61%	
The Children's Trust	5,330	354	2,033	61.86%	
Other	565	125	796	-40.82%	
Refugee	1,350	84	592	56.16%	
Teen Parent	1,045	13	55	94.75%	
<b>TOTAL REVENUE</b>	<b>197,306</b>	<b>15,696</b>	<b>94,228</b>	<b>52.24%</b>	<b>50.00%</b>
<b>EXPENDITURES</b>					
Salary and Fringe	16,796	1,363	8,390	50.05%	
Child Care Services	163,409	13,518	78,902	51.72%	
Contractual Services	6,058	431	2,642	56.39%	
Occupancy	6,011	235	2,611	56.56%	
Travel/Conf/Dev	774	43	223	71.12%	
Program Activity	2,752	90	767	72.13%	
IT	890	41	191	78.49%	
Other	615	34	414	32.60%	
<b>TOTAL EXP</b>	<b>197,306</b>	<b>15,756</b>	<b>94,142</b>	<b>52.29%</b>	<b>50.00%</b>
<b>NET</b>	<b>-</b>	<b>-60</b>	<b>87</b>		

# Early Learning Coalition of Miami-Dade/Monroe

School Readiness Slot Utilization Snapshot - Miami-Dade

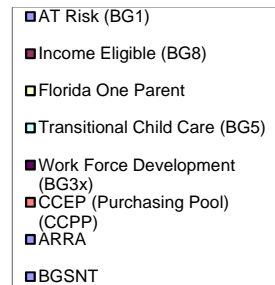
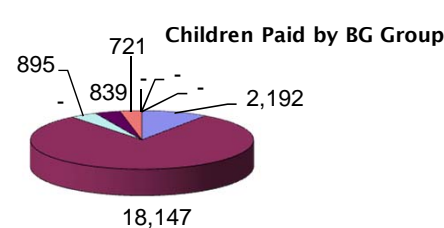
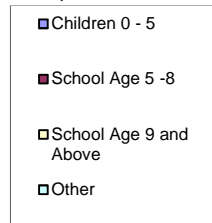
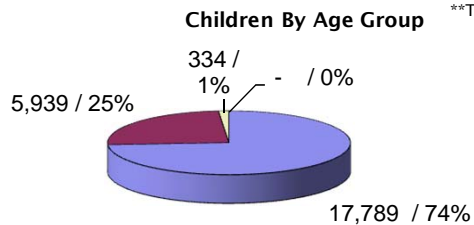
December 2017

(all dollar amounts in thousands '000)

Children Served	Amount
Total actual paid - YTD	26,862
Total actual paid - December 2017	<b>22,635</b>
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 7,428
	\$ 119
Total cost (in thousands) (incl match)	\$ 8,217
<b>Change month over month</b>	
Total Net Increase(decrease) children	110
Monthly Activity	Amount
Beginning Census	22,525
NET Increase/(Decrease)	110
<b>Total</b>	<b>22,635</b>
Current Data	
Enrolled As of Jan 29, 2017	23,369
Projected Paid for January (96% of enrolled)	22,434
Waitlist	
Ages 0-5	632
Ages 6-9	146
Ages 10-13	26
VPK Enrolled As of Jan 29, 2017	
Regular	20,825
Summer	-
SISP	23
VPK Total Actual Paid - December 2017	
SISP	16
Regular	20,545
Summer	-
VPK Total Actual Paid - YTD	
SISP	40
Regular	21,455
Summer	276

Eligibility Breakdown Type	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
AT Risk (BG1)	2,192	9.62%	\$908.99	11.22%
Income Eligible (BG8)	18,147	79.61%	\$6,449.07	79.64%
Florida One Parent	-	0.00%	\$ -	0.00%
Transitional Child Care (BG5)	895	3.93%	\$320.11	3.95%
Work Force Development (BG3x)	839	3.68%	\$300.86	3.72%
CCEP (Purchasing Pool) (CCPP)	721	3.16%	\$118.92	1.47%
ARRA	-	0.00%	\$ -	0.00%
BGSNT	-	0.00%	\$ -	0.00%
BGCSD&BGCSO	-	0.00%	\$0.00	0.00%
<b>Total</b>	<b>22,794</b>	<b>100%</b>	<b>\$8,097.96</b>	<b>100%</b>
Minus 159 Overlap	<b>22,635</b>			
GOLD SEAL			\$669.62	8.27%
categories above)	-	-	\$ -	-
SFW GOLD SEAL			\$ -	-
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving Service	% of Total	Amount-\$	% of Total
Infant	4,034	17.80%	\$1,718.34	21.21%
Toddler	4,001	17.66%	\$1,624.77	20.05%
Three Year Old	4,480	19.77%	\$1,640.83	20.25%
Pre-School	5,274	23.28%	\$1,629.84	20.12%
<i>Sub-Total</i>	<i>17,789</i>	<i>78.51%</i>	<i>\$6,613.77</i>	<i>81.63%</i>
School Age: 6 yrs	2,126	12.89%	\$505.39	6.24%
School Age: 7 yrs	1,316	7.98%	\$305.74	3.77%
School Age: 8 yrs	705	4.28%	\$160.65	1.98%
Unduplicated School Age: 5 - 8 yrs**	5,939	36.11%	\$1,417.41	17.49%
School Age: 9 yrs and above	334	2.03%	\$70.86	0.87%
<b>School Age (Duplicated)</b>	<b>32</b>	<b>0.19%</b>	<b>\$0.00</b>	<b>0.00%</b>
School Age (Unduplicated)	6,241	27.55%	\$1,488.27	18.37%
Other	-	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	<i>6,241</i>	<i>27.55%</i>	<i>\$1,488.27</i>	<i>18.37%</i>
<b>Total</b>	<b>22,657</b>	<b>106%</b>	<b>\$8,102.05</b>	<b>100%</b>

\*\*There are 1832 5-year-old within this count.



Note: Legends with too small percentage are not shown on the pie chart.

# Early Learning Coalition of Miami-Dade/Monroe

School Readiness Slot Utilization Snapshot - Monroe

December 2017

(all dollar amounts in thousands '000)

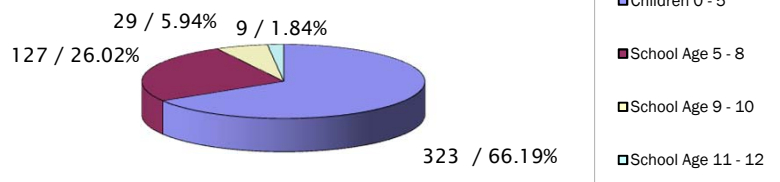
Children Served	Amount
Total actual paid - December 2017	459
Net Slot Payment and Gold Seal	\$ 144
Match (BG8 and CCEP)	\$ 0
Total cost (in thousands) (incl match)	\$ 149
<b>Change month over month</b>	
Total Net Increase(decrease) children	17
<b>Monthly Activity</b>	<b>Amount</b>
Beginning Census	442
Net Increase/(Decrease)	17
<b>Total</b>	<b>459</b>

Current Data	
Enrolled as of Jan 29, 2018	471
Projected Paid for January (96% of enrolled)	452
<b>Waitlist</b>	
Ages 0-5	0
Ages 6-9	0
Ages 10-13	0
VPK Enrolled as of Jan 29, 2018	432
VPK Total Actual Paid - December 2017	411

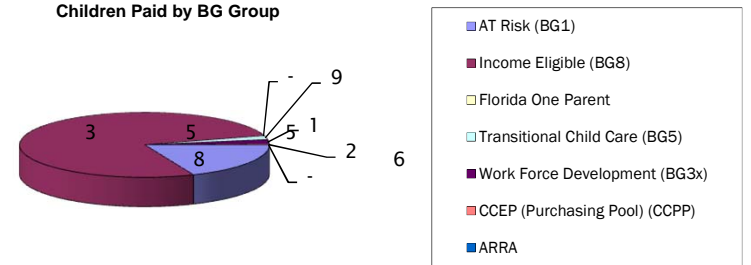
Eligibility Breakdown Type	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving % of Service	Total	Amount	% of Total
AT Risk (BG1)	86	18.61%	\$33.63	22.69%
Income Eligible (BG8)	355	76.84%	\$108.52	73.21%
Florida One Parent	-	0.00%	\$ -	0.00%
Transitional Child Care (BG5)	9	1.95%	\$2.98	2.01%
Work Force Development (BG3x)	10	2.16%	\$2.67	1.80%
CCEP (Purchasing Pool) (CCPP)	2	0.43%	\$0.44	0.29%
ARRA	-	0.00%	\$0.00	0.00%
<b>Total</b>	<b>462</b>	<b>100%</b>	<b>\$148.23</b>	<b>100%</b>
Minus 3 Overlap	459			
GOLD SEAL	-	-	\$4.68	3.16%
BGCSD+BGCSO	-	0.00%	-	0.00%
Age Break Down Type	All Eligible Clients-Paid		Dollars Paid by Age Category	
	Receiving % of Service	Total	Amount-\$	% of Total
Infant	67	13.70%	\$24.77	16.72%
Toddler	72	14.72%	\$28.11	18.97%
Three Year Old	87	17.79%	\$32.41	21.87%
Pre-School	97	19.84%	\$28.05	18.93%
<i>Sub-Total</i>	<i>323</i>	<i>66.05%</i>	<i>\$113.34</i>	<i>76.50%</i>
School Age: 6	30	6.13%	\$6.27	4.23%
School Age: 7	39	7.98%	\$8.08	5.45%
School Age: 8	30	6.13%	\$5.77	3.89%
School Age: 5 - 8**	127	25.97%	\$26.82	18.10%
School Age: 9 - 10	29	5.93%	\$5.71	3.86%
School Age: 11 - 12	9	1.84%	\$2.06	1.39%
School Age: Other Age	1	0.20%	\$0.23	0.16%
<i>School Age Total</i>	<i>166</i>	<i>33.95%</i>	<i>\$34.83</i>	<i>23.50%</i>
Other	-	0.00%	\$ -	0.00%
<i>Sub-Total</i>	<i>166</i>	<i>33.95%</i>	<i>\$34.83</i>	<i>23.50%</i>
<b>Total</b>	<b>489</b>	<b>100%</b>	<b>\$148.16</b>	<b>100%</b>
Minus 30 Overlap	459			

\*\*There are 28 5-year-old within this count.

Children By Age Group



Children Paid by BG Group



# Early Learning Coalition of Miami-Dade/Monroe

EHS Slot Utilization Snapshot - Miami-Dade

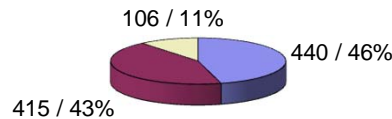
December 2017

(all dollar amounts in thousands '000)

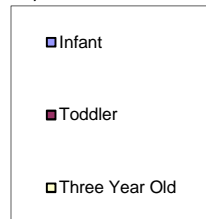
Children Served	Amount
Total actual paid - YTD	1,094
Total actual paid - December 2017	792
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 497
Total cost (in thousands) (incl match)	\$ -
<b>Change month over month</b>	
Total Net Increase(decrease) children	74
<b>Monthly Activity</b>	
	<b>Amount</b>
Beginning Census	718
NET Increase/(Decrease)	74
<b>Total</b>	<b>792</b>
<b>Current Data</b>	
Enrolled As of Jan 29, 2019	696
Projected Paid for January (96% of enrolled)	668
Waitlist	299

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
EHS	792	100.00%	\$496.97	100.00%
<b>Total</b>	<b>792</b>	<b>100%</b>	<b>\$496.97</b>	<b>100%</b>
Minus 0 Overlap	792			
GOLD SEAL			\$0.06	0.01%
categories above)	-		\$ -	
SFW GOLD SEAL			\$ -	-
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
	Receiving Service	% of Total	Amount-\$	% of Total
Infant	440	45.79%	\$217.50	43.77%
Toddler	415	43.18%	\$231.48	46.58%
Three Year Old	106	11.03%	\$47.99	9.66%
Pre-School	0	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	961	100.00%	\$496.97	100.00%
School Age: 6 yrs	0	0.00%	\$0.00	0.00%
School Age: 7 yrs	0	0.00%	\$0.00	0.00%
School Age: 8 yrs	0	0.00%	\$0.00	0.00%
Unduplicated School Age: 5 - 8 yrs**	0	0.00%	\$0.00	0.00%
School Age: 9 yrs and above	0	0.00%	\$0.00	0.00%
<b>School Age Total Includes 0 Overlap</b>	<b>0</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>0.00%</b>
School Age (Unduplicated)	0	0.00%	\$0.00	0.00%
Other	-	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	-	0.00%	\$0.00	0.00%
<b>Total</b>	<b>961</b>	<b>100%</b>	<b>\$496.97</b>	<b>100%</b>
Minus 169 Overlap	961			
	792			

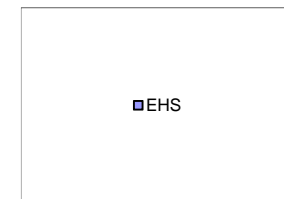
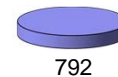
**Children By Age Group**



\*\*There are 0 5-year-old within this count.



**Children Paid by BG Group**



Note: Legends with too small percentage are not shown on the pie chart.

# Early Learning Coalition of Miami-Dade/Monroe

DCF Title V Slot Utilization Snapshot - Miami-Dade

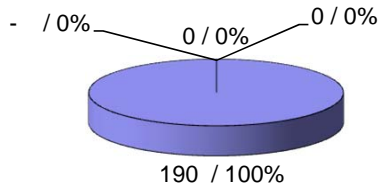
December 2017

(all dollar amounts in thousands '000)

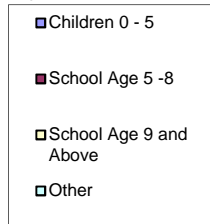
Children Served	Amount
Total actual paid - YTD	445
Total actual paid - December 2017	<b>256</b>
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 69
	\$ -
Total cost (in thousands) (incl match)	<u>\$ 73</u>
<b>Change month over month</b>	
Total Net Increase(decrease) children	(28)
<b>Monthly Activity</b>	
<b>Amount</b>	
Beginning Census	284
NET Increase/(Decrease)	(28)
<b>Total</b>	<b>256</b>
<b>Current Data</b>	
Enrolled As of Jan 29, 2018	224
Projected Paid for January (96% of enrolled)	215

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group		
	Receiving Service	% of Total	Amount*	% of Total	
Type					
V	256	100.00%	\$73.44	100.00%	
<b>Total</b>	<b>256</b>	<b>100%</b>	<b>\$73.44</b>	<b>100%</b>	
<b>Minus 0 Overlap</b>	<b>256</b>				
GOLD SEAL			\$4.91	6.68%	
categories above)	-		\$ -		
SFW GOLD SEAL			\$ -	-	
<b>Age Break Down</b>		<b>All Eligible Clients-Paid</b>		<b>Dollars Paid by Age Category</b>	
Type	Receiving Service	% of Total	Amount-\$	% of Total	
Infant	52	19.12%	\$18.98	25.84%	
Toddler	45	16.54%	\$13.35	18.17%	
Three Year Old	49	18.01%	\$15.76	21.45%	
Pre-School	44	16.18%	\$11.02	15.00%	
<i>Sub-Total</i>	<b>190</b>	<b>69.85%</b>	<b>\$59.10</b>	<b>80.47%</b>	
School Age: 6 yrs	0	0.00%	\$0.00	0.00%	
School Age: 7 yrs	0	0.00%	\$0.00	0.00%	
School Age: 8 yrs	0	0.00%	\$0.00	0.00%	
Unduplicated School Age: 5 - 8 yrs**	0	0.00%	\$0.00	0.00%	
School Age: 9 yrs and above	0	0.00%	\$0.00	0.00%	
<b>School Age Total Includes -82 Overlap</b>	<b>0</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>0.00%</b>	
School Age (Unduplicated)	82	30.15%	\$14.34	19.53%	
Other	-	0.00%	\$0.00	0.00%	
<i>Sub-Total</i>	<b>82</b>	<b>30.15%</b>	<b>\$14.34</b>	<b>19.53%</b>	
<b>Total</b>	<b>272</b>	<b>100%</b>	<b>\$73.45</b>	<b>100%</b>	
<b>Minus 14 Overlap</b>	<b>258</b>				

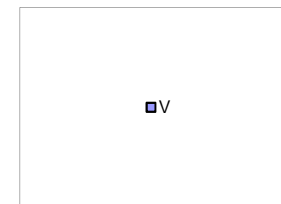
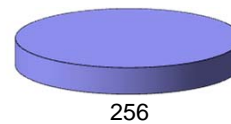
**Children By Age Group**



\*\*There are 0 5-year-old within this count.



**Children Paid by BG Group**



Note: Legends with too small percentage are not shown on the pie chart.





**Early Learning Coalition Executive Committee Meeting**

**January 25, 2018**

**Resolution: 012518-01**

**Action Requested:** Authorize the President and CEO to negotiate and execute a lease for the relocation of the Early Learning Coalition of Miami-Dade/Monroe Headquarters, in accordance with the background section of this resolution.

**Fiscal Impact:** An approximate amount of \$367,326.00 per fiscal year, which is subject to the availability of funding.

**Funding Source:** POOL

**Strategic Goal:**

- Neediest Children**
- Youngest Children**
- Educate All**

- Providers**
- Internal Capacity**
- Funding**

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**Resolution: 012518-01**

**AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE A LEASE FOR THE RELOCATION OF THE EARLY LEARNING COALITION OF MIAMI-DADE/MONROE HEADQUARTERS, IN ACCORDANCE WITH THE BACKGROUND SECTION OF THIS RESOLUTION.**

WHEREAS, the Board Executive Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Executive Committee is in agreement with the goals described therein;

WHEREAS, the Board Executive Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Board Executive Committee shall authorize the President and CEO to negotiate and execute a lease for the relocation of the Early Learning Coalition of Miami-Dade/Monroe Headquarters, in accordance with the background section of this resolution.

The foregoing resolution and attachment were offered by \_\_\_\_\_, who moved its approval. The motion was seconded by \_\_\_\_\_, and upon being put to a vote, the vote was as follows:  
\_\_\_\_\_.

The vote was recorded as listed in the attached roll sheet.

The chairperson thereupon declared this resolution duly passed and adopted this 7<sup>th</sup> day of December 2017.

EARLY LEARNING COALITION  
OF MIAMI-DADE/MONROE, INC,

By: \_\_\_\_\_  
Executive Committee Secretary



**Background:**

The Early Learning Coalition of Miami-Dade/Monroe Headquarters currently hosts space for an approximate number of 100 employees and 100 visitors per month. The following table describes the current lease, which is scheduled to expire October 31, 2018:

Location Address	Lease Term	Square Footage	Base Rental Rate
2555 Ponce de Leon Blvd., Suite 500, Coral Gables, Florida 33134	5 years and 4 months	15,832 sq. ft.	\$28.27 sq. ft. current full service

On August 7, 2017, an initial survey was prepared with nine (9) quality alternative locations that potentially met the timing and square footage requirements of the Early Learning Coalition. On August 24, 2017, five (5) of the recommended locations were deemed most suitable. All five (5) locations were visited and assessed, however, two (2) of the locations were eliminated due to one location being leased to another tenant and the other not being conducive for operations, as the square footage readily available was not adequate. Accordingly, there were three (3) lease options:

Location Address	Lease Terms	Square Footage	Base Rental Rate
2555 Ponce de Leon Blvd., Suite 201, Coral Gables, Florida 33134	Term up to ten (10) years	Approx. 8,022 sq. ft.	\$34.82 sq. ft. full service
806 South Douglas Road, Suite 300, Coral Gables, Florida 33134	Term of seven (7) years and four (4) months	Approx. 8,487 sq. ft.	\$36.00 sq. ft. full service
75 Valencia, Suite 800, Coral Gables, Florida 33134	Term up to ten (10) years	Approx. 11,700 sq. ft.	\$33.00 sq. ft. full service

The new-leased premises will serve as the Early Learning Coalition of Miami-Dade/Monroe Headquarters. Due to successful implementation of the work-from-home program for some employees and relocating some employees to other leased locations, the amount of square footage necessary is less than currently utilized.

In order to relocate and accommodate additional staff, we are including in this proposal the expansion of the square footage in our Central Office in the United Way of Miami-Dade building under the below option:

2250 Southwest 3 <sup>rd</sup> Ave., Suite 200, Miami, FL 33129 United Way	Term of ten (10) years	Approx. 4,000 sq. ft.	\$22.00 sq. ft. full service
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Therefore, from the options listed above, after careful consideration by the Executive Leadership Team, the recommendation is to relocate Headquarters to Suite 201 at 2255 Ponce de Leon Blvd. and extend the square footage at 2250 Southwest 3<sup>rd</sup> Ave., in the United Way building.

This resolution is requesting authorization for the President and CEO to negotiate and execute these two lease options. The total amount of the lease is approximately **\$367,326.00** per fiscal year, for a term of ten years.