



**ELC Finance Committee Meeting**  
**Thursday August 31, 2023; 10:00 AM**  
**Meeting ID: 814 8940 0160**  
**Passcode: 080729**

## MINUTES

**Committee Attendees:** Loreen Chant; Matthew Bruno; Dr. Daniel Armstrong; Chuck Mohr

**Staff Attendees:** Evelio Torres; Angelo Parrino; Mercy Castiglione; Sandra Gonzalez; Michelle Meilan Lisney Badillo; Ahmed Mitwalli; Alex Sanchez; Ana Rodriguez; Fiorella Christie; Belkis Torres; Pamela Hollingsworth; Lissandra Curbelo; Ana Sejeck; Jacqueline Dominguez

### **I. Welcome & Introductions**

**Loreen Chant**

- A. L. Chant called the meeting to order and welcomed everyone.
- B. K. Gregory called roll and quorum was established with 4 voting members

### **II. Approval of Minutes**

**Loreen Chant**

- Motion to approve minutes for June 1, 2023.
  - L. Chant -Motion to approve by M. Bruno
  - Motion seconded by Dr. Armstrong
  - Motion unanimously passed.

### **III. Financial Statements**

**Loreen Chant**

Financial statements for School Readiness/VPK and Early Head start was provided by Alex Sanchez.

- A. School Readiness/VPK
- B. Early Head Start

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.



#### IV. Resolutions

Loreen Chant

- **08312023-01** RFP Learning Management System  
Authorize the President and CEO to release a Request for Proposal (RFP) for a Learning Management System (LMS)\* and requests authorization and approval for the President and CEO to negotiate and execute a contract(s) with the selected vendor(s) recommended by the Evaluation Committee and reviewed by the Board Counsel.
  - L. Chant – Motion to approve resolutions by M. Bruno
  - Motion seconded by C. Mohr
  - Motion unanimously passed.
  
- **08312023-02** RFP Enterprise Network Support and Hosting  
Authorize the President and CEO to release a Request for Proposal (RFP) for Enterprise Network Support and Hosting Services for Miami-Dade and Monroe Counties. This resolution also requests authorization and approval for the President and CEO to negotiate and execute a contract(s) with the selected vendor(s) recommended by the Evaluation Committee and reviewed by the Board Counsel.
  - L. Chant – Motion to approve resolutions by M. Bruno
  - Motion seconded by Dr. Armstrong
  - Motion unanimously passed.
  
- **08312023-03** RFP CLASS Observation Services  
Approval of the Evaluation Committee’s award recommendation for Request for Proposal (RFP) #ELCMDM2023-01 (CLASS Observation Services) and authorize the President and CEO to negotiate and execute a contract with the selected vendor.
  - L. Chant – Motion to approve resolutions by C. Mohr
  - Motion seconded by Dr. Armstrong
  - Motion unanimously passed.
  
- **08312023-04** ARPA Discretionary Grant  
Authorize the President and CEO to develop and submit a plan for the administration of the Discretionary Grant Program to the Division of Early Learning and to implement the plan once it is approved.
  - L. Chant – Motion to approve resolutions by Dr. Armstrong
  - Motion seconded by M. Bruno
  - Motion unanimously passed.



- **08312023-05** Quality Materials  
Authorize the President and CEO to release a Request for Proposal (RFP) for Quality Materials, Training and Development Services for Miami-Dade and Monroe Counties. This resolution also requests authorization and approval for the President and CEO to negotiate and execute contracts with the selected vendors recommended by the Evaluation Committee and reviewed by the Board Counsel.
  - L. Chant – Motion to approve resolutions by C. Mohr
  - Motion seconded by Dr. Armstrong
  - Motion unanimously passed.

**V. Informational Items**

**Loreen Chant**

A. Slot Utilization reports were provided by Sandra Gonzalez.

- Miami Dade County
- Monroe County

**VI. Public Comments**

**Loreen Chant**

**VII. Meeting Adjourn**

**Loreen Chant**

**General Information:**

Next Meeting: September 28, 2023; 10 A.M.