



Finance Committee Meeting  
May 6, 2018; 10:00 AM  
Early Learning Coalition Board Room

**Committee Attendees:** Adrian Alfonso; Gilda Ferradaz; Bob Eadie (via conference call)

**Absent Committee:** Theresa Axford; Alex Soto

**Staff Attendees:** Evelio Torres; Angelo Parrino; Alex Sanchez; Mercy Castiglione; Jackye Russell; Sandra Gonzalez; Belkis Torres; Lisney Badillo; Lissandra Curbelo; Lisa Sanabria; Jaqueline Oilo; Trish Turner; Ileana Vallejo; Fred Hicks

**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 G. Ferradaz.
- Motion seconded by B. Eadie.
- Motion unanimously passed.

**III. Financial Statements** **Adrian Alfonso**

- M. Castiglione stated that she was optimistic on being able to provide accurate financials next month, numbers this month are still estimates.
- F. Hicks stated that it has taken longer than originally thought to get EFS Mod up and running. Providers have submitted attendance for July through April and OEL attempted to move the data forward but there are still too many errors. The ELC is currently working with OEL to fix these errors, the updated version has run and the old errors seem to be fixed.
- E. Torres stated that he had a conference call with OEL and spoke about the challenges in enrolling new children to the program. The ELC is not concerned with audit findings, but with bringing in new children. The fact that there are still children missing and incorrect data means that enrolling new children just adds to the problem. The ELC is sending out letters to parents, if this is not done now then the new dollars will not be able to be spent. Wait list is currently at 4000. This brings up the concern for funding next fiscal year.



#### IV. Resolutions

Adrian Alfonso

- Resolution 05062019-01 - Authorize the President and CEO to negotiate and execute the contracts listed within the background section of this resolution. Fiscal Impact: An approximate amount of \$723,195.00 for fiscal year 2019-2020 which is subject to the availability of funding.
  - Motion to approve resolution by B. Eadie.
  - Motion seconded by G. Ferradaz
  - Motion unanimously passed.
  
- Resolution 05062019-02 - Authorize the President and CEO to apply to, execute and receive funds from the grantor listed in the background section of this resolution. Fiscal Impact: An approximate amount of \$10,211,307.00 for fiscal year 2019-2020 which is subject to the availability of funding.
  - Motion to approve resolution by B. Eadie.
  - Motion seconded by G. Ferradaz
  - Motion unanimously passed.
  
- Resolution 05062019-03 - Authorize the President and CEO to request permission from the Office of Head Start to provide Early Head Start- Child Care Partnership services in three additional zip codes within Miami-Dade County. Fiscal Impact: This will not have additional fiscal impact on the budget.
  - Motion to approve resolution by B. Eadie.
  - Motion seconded by G. Ferradaz
  - Motion unanimously passed.
  
- Resolution 05062019-04 - authorize the President and CEO to make a qualified nonelective contribution, from ELCMDM funds, to the ELCMDM's 401k plan to remedy the failed 2018 401k Actual Deferral Percentage and Actual Contribution Percentage non-discrimination testing. Fiscal Impact: An approximate amount of \$186,000.00.
  - Motion to approve resolution by B. Eadie.
  - Motion seconded by G. Ferradaz
  - Motion unanimously passed.
  
- Resolution 05062019-05 - prove the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2019-04 (Early Head Start Playgrounds), and authorize the President and CEO to negotiate and execute contracts with the selected vendor(s). Fiscal Impact: The contract is for an approximate amount of \$632,540.00 until October 31, 2019, which is subject to the availability of funding.



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

**V. Information Items**

**Adrian Alfonso**

- A. Alfonso stated that the Early Head Start credit card report is in your packet for review.

**VI. Public Comment**

**Adrian Alfonso**

**VII. Adjourn**

**Adrian Alfonso**