



Finance Committee Meeting
May 29, 2018; 10:00 AM
Early Learning Coalition Board Room

Committee Attendees: Adrian Alfonso (via conference call); Gilda Ferradaz (via conference call); Theresa Axford (via conference call); Alex Soto (via conference call); Bob Eadie (via conference call)

Absent Committee:

Staff Attendees: Evelio Torres; Angelo Parrino; Jaqueline Olio; Alex Sanchez; Lissandra Curbelo; Fiorella Christie; Lisney Badillo; Jackye Russell; Anabel Espinosa

I. Welcome and Introductions **Bob Eadie**

- B. Eadie called the meeting to order and welcomed everyone. Quorum was established.

II. Approval of Minutes **Bob Eadie**

- Motion to approve minutes by A. Soto
- Motion seconded by T. Axford.
- Motion unanimously passed.

III. Financial Statements **Bob Eadie**

- M. Castiglione stated that the VPK have been reconciled but the School Readiness reconciliation has not begun.
- M. Castiglione stated that EFS Mod has seen improvements resolving old issue but unfortunately, new issues have been found. There is an estimated 2 million dollars in overpayments.
- E. Torres stated that SR dollars have been funding the refugee program because of the inability to invoice DCF. The Children's Trust is asking for accurate invoices making it impossible to bill them as well.
- M. Castiglione stated that the financials should be 90% accurate by the end of fiscal year but there will be adjustments.



- E. Torres stated that the ELC is currently enrolling children, 700 letters were sent to parents and another 700-1000 will be sent out next month. This process has been approved by OEL. The ELC hopes to clear at least the youngest children from the waitlist.

IV. Resolutions

Bob Eadie

- Resolution 05292019-01 – Authorizes the CEO to release a Request for Proposal (RFP) for Developmental Screening and Individualized Follow-up. Fiscal Impact: An approximate amount of \$770,000.00 per fiscal year, which is subject to the availability of funding.
 - Motion to approve resolution by T. Axford.
 - Motion seconded by A. Alfonso
 - Motion unanimously passed.
- Resolution 05292019-02 - Authorizes the CEO to apply, execute and receive funds from The Children's Trust for a local match required by the Early Head Start program. Fiscal Impact: An approximate amount of \$650,000.00 for fiscal year 2019-2020, which is subject to the availability of funding.
 - Motion to approve resolution by A. Alfonso.
 - Motion seconded by A. Soto
 - Motion unanimously passed.
- Resolution 05292019-03 - Authorizes the CEO to release a Request for Proposal (RFP) for MIP Accounting Software Services Fiscal Impact: An approximate amount of \$97,328.00 per fiscal year, which is subject to the availability of funding.
 - Motion to approve resolution by T. Axford.
 - Motion seconded by A. Soto
 - Motion unanimously passed.
- Resolution 05292019-04 - Authorizes the CEO to release a Request for Proposal (RFP) for phone service support and maintenance. Fiscal Impact: An approximate amount of \$135,000.00 prorated for fiscal year 2019-2020, which is subject to the availability of funding
 - Motion to approve resolution by T. Axford.
 - Motion seconded by A. Alfonso
 - Motion unanimously passed.
- Resolution 05292019-05 – Authorizes the CEO to approve the Initial Budget and approve the allocation and expenditure of funds for fiscal year 2019-2020. Fiscal Impact: An approximate amount of \$203,704,223.00 for fiscal year 2019-2020, which is subject to the availability of funding.



- Motion to approve resolution by T. Axford.
- Motion seconded by G. Ferradaz
- Motion unanimously passed.

- Resolution 05292019-06 - Authorizes the CEO to negotiate and execute a contract with The Children’s Forum, vendor approved by the Florida Office of Early Learning, to facilitate and provide Assessment Services using the Classroom Assessment Scoring System (CLASS) for Miami-Dade and Monroe Counties. Fiscal Impact: An approximate amount of \$105,000.00 for fiscal year 2018-2019, which is subject to the availability of funding.
 - Motion to approve resolution by T. Axford.
 - Motion seconded by A. Soto
 - Motion unanimously passed.

V. Information Items

Bob Eadie

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

VI. Public Comment

Bob Eadie

VII. Adjourn

Bob Eadie