Finance Committee Meeting
August 28, 2018; 10:00 AM
Early Learning Coalition Board Room

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

Absent Committee: Philip Gassman; Alex Soto

Staff Attendees: Angelo Parrino; Alex Sanchez; Mercy Castiglione; Jackye Russell; Vanessa Aguilera; Sandra Gonzalez; Leigh Cooper; Belkis Torres (via conference call); Fred Hicks; Jose Hernandez

I. Welcome and Introductions

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

II. Approval of Minutes

• Motion to approve minutes by A. Alfonso.
• Motion seconded by T. Axford.
• Motion was unanimously passed.

III. Financial Statements

• M. Castiglione stated that the financials at this point are an estimate due to the problems with the new OEL website.

IV. Informational Items

• The EFS Modernization – F. Hicks discussed the current challenges the ELC is facing:
  ▪ Incomplete data migration impacting current School Readiness clients and wait-list applicants (wrong parents, providers, children, fees, etc. were imported from EFS Legacy.)
  ▪ Restrictive rules for eligibility entry in EFS Mod causes multiple system errors.
  ▪ Inconsistent e-mail notifications to parents and providers advising of processed or terminated cases.
  ▪ Attendance module is not fully functioning for providers.
  ▪ Parents and Coalition staff are unable to directly modify e-mail accounts for families and must send service tickets to OEL
  ▪ Certain processed eligibility cases disappear from the system.
In some instances, parents are unable to sign eligibility certificates to acknowledge enrollments.
- Out-of-county and in-county transfer module is not fully functioning.
- Inability to generate internal compliance reports in Tableau to monitor data accuracy.
- Coalition, Provider, and Parent Portals are run at slow speed.
- Heightened level of frustration and complaints by system users (parents, providers, and staff.)
- Backlog of over 1300 cases to re-enter in EFS Mod once functionality returns.
- OEL acknowledges backlog of hundreds of service desk tickets for 30 coalitions.
- ELC of Miami-Dade/Monroe has been unable to pull children from the waiting list.
- Increased concerns from Coalitions throughout the state about their ability to fully utilize their 2018-2019 budgets.
- Providers are unable to verify rosters of enrolled children.
- Double work for staff to enter information into two parallel systems (EFS Legacy and EFS Mod.)
- Lack of internal quality control due to non-functioning reports.
- Coalition staff is now forced to track parents down to complete electronic acknowledgements (backlog of over 2000 cases in EFS Mod.)
- Parents and providers are unable to process transfers in EFS Mod.

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

V. Public Comments

VI. Adjourn