



**FINANCE COMMITTEE MEETING**  
**March 28, 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 February 2018 |           |
| III. | Financial Statements  | Bob Eadie |
|      | A. School Readiness/VPK                                     |           |
|      | B. Early Head Start   |           |
| IV.  | Resolutions   | Bob Eadie |
|      | A. Resolution 03282018-01                                   |           |
|      | B. Resolution 03282018-02                                   |           |
|      | C. Resolution 03282018-03                                   |           |
|      | D. Resolution 03282018-04                                   |           |
|      | E. Resolution 03282018-05                                   |           |
|      | F. Resolution 03282018-06                                   |           |
|      | G. Resolution 03282018-07                                   |           |
| V.   | Information Items   | Bob Eadie |
|      | A. Slot Utilization   |           |
|      | • Miami Dade County   |           |
|      | • Monroe County   |           |
|      | • Early Head Start  |           |
|      | • Title V   |           |
|      | B. Early Head Start Credit Card Report                      |           |
| VI.  | Public Comments   | Bob Eadie |
| VII. | 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  
February 28, 2018; 10:00 AM  
Early Learning Coalition Board Room

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

**Absent Committee:** Alex Soto

**Staff Attendees:** Angelo Parrino; Jackye Russell; Alex Sanchez; Lisney Badillo; Evelio Torres; Mercy Castiglione

**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 G. Ferradaz.
- Motion seconded by T. Axford.
- Motion was unanimously passed.

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

- M. Castiglione reviewed the finance and stated that they are reflecting that we will end the fiscal year in a deficit.

**IV. Informational Items** **Bob Eadie**

- A. Parrino reviewed the snapshots and Miami Dade County does have a waitlist of approximately 1400 children. Monroe County will remain open with 0 children on the waitlist.
- B. Eadie stated that the Early Head Start credit card report is in your packet for review.

**V. Public Comments** **Bob Eadie**

**VI. Adjourn** **Bob Eadie**

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Financial Position

(In thousands \$000)

	<b>Unaudited As of 2/28/2018</b>
<b>Assets</b>	
Cash & Cash Equivalents	5,048
Grants Receivable	28,678
VPK Prepayment	4,233
Property and Equipment, Net	343
Other Assets	53
Total Assets	<b>\$ 38,355</b>
<b>Liabilities</b>	
Accounts Payable	14,630
Advances Due to OEL & Other	17,706
VPK Prepayment	4,233
Deferred Revenues	6
Accrued Expenses & Other Liabilities	631
Total Liabilities	<b>37,206</b>
<b>Net Assets</b>	
Unrestricted	1,091
Temporarily Restricted	58
Total Net Assets	<b>1,149</b>
Total Liabilities and Net Assets	<b>\$ 38,355</b>

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

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

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>2/28/2018</u>
<b>Support and revenues</b>			
Grants	\$ 0	\$ 127,846	\$ 127,846
Contributions and Other	44	214	258
Net Assets Released from Restrictions	<u>127,964</u>	<u>(127,964)</u>	<u>0</u>
Total Support and Revenues	128,008	96	128,104
<b>Expenses</b>			
Early Education Services	123,428		123,428
Administration	<u>4,591</u>		<u>4,591</u>
Total Expenses	<u>128,019</u>	<u>0</u>	<u>128,019</u>
<b>Change in Net Assets</b>	(11)	96	85
<b>Beginning Net Assets</b>	1,102	(38)	1,064
<b>Ending Net Assets</b>	\$ <u><u>1,091</u></u>	\$ <u><u>58</u></u>	\$ <u><u>1,149</u></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 2/28/2018</u>
<b>Expenses:</b>			
Payroll & Employee Benefits	8,483	2,721	11,204
Direct Child Care Services	107,726	14	107,740
Contracted Services-Subrecipients	2,785	-	2,785
Dues & Subscriptions	16	90	107
Occupancy Costs	2,275	430	2,705
Telephone & Communications	290	26	316
Equipment Repair & Maintenance	5	9	14
Postage & Freight	36	10	46
Printing	72	7	79
Professional Fees	510	696	1,206
Travel & Transportation Expenses	74	61	135
Program Supplies	637	58	695
Meetings & Conferences	15	6	21
Insurance-General & Liability	85	20	105
Office	73	334	408
Other Administrative Costs	346	109	455
<b>Total Expenses</b>	<b>\$ <u>123,428</u></b>	<b><u>4,591</u></b>	<b><u>128,019</u></b>

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

	<b>Preliminary YTD 2/28/2018</b>
<b>Cash Flows From Operating Activities</b>	
<b>Change In Net Assets</b>	86
<b>Adjustments to reconcile change in net cash provided by</b>	
Depreciation Expense	0
(Increase) Decrease in Assets:	
Grants Receivables	(18,206)
Other Assets	189
VPK Prepayment	(4,233)
Increase (Decrease) in Liabilities:	
Accounts Payable-Vendors	(4,956)
Other Accrued Expenses & Other Payables	(218)
Advances Due to OEL	21,663
Advances Due to Other Grantors	(12)
Deferred Revenues	(30)
<b>Total Adjustments</b>	<b>(5,803)</b>
<b>Net Cash Flows From Operating Activities</b>	<b>(5,717)</b>
<b>Cash Flows from Investing Activities:</b>	
Purchase of furniture and equipment	
<b>Net Cash Flows From Investing Activities</b>	
Change in Cash	(5,717)
Cash - Beginning of Period	10,766
<b>Cash Balance End of Period</b>	<b>\$ 5,048</b>

**BUDGET VARIANCE**  
**February**  
**2018**  
*In 000'S*

School Readiness					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
State of Florida	116,849	9,102	79,966	31.56%	33.33%
<b>EXPENDITURES</b>					
Salary and Fringe	11,721	962	7,990	31.84%	
Child Care Services	98,460	7,830	68,293	30.64%	
Contractual Services	2,204	331	1,672	24.15%	
Occupancy	1,553	110	1,074	30.84%	
Travel/Conf/Dev	261	10	90	65.52%	
Program Activity	1,775	2	370	79.18%	
IT	507	14	185	63.59%	
Other	367	20	271	26.20%	
<b>TOTAL EXP</b>	<b>116,849</b>	<b>9,278</b>	<b>79,943</b>	<b>31.58%</b>	<b>33.33%</b>

VPK					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
State of Florida	56,714	5,602	34,391	39.36%	33.33%
<b>EXPENDITURES</b>					
Salary and Fringe	1,417	95	473	66.62%	
Child Care Services	54,533	5,555	33,714	38.18%	
Contractual Services	98	15	94	3.87%	
Occupancy	124	11	78	36.53%	
Travel/Conf/Dev	13	1	5	63.98%	
Program Activity	386	0	0	100.00%	
IT	72	1	11	84.14%	
Other	73	2	16	78.25%	
<b>TOTAL EXP</b>	<b>56,714</b>	<b>5,680</b>	<b>34,391</b>	<b>39.36%</b>	<b>33.33%</b>

EARLY HEAD START					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
Office of Head Start	15,453	1,322	8,628	44.16%	33.33%
<b>EXPENDITURES</b>					
Salary and Fringe	2,731	263	1,995	26.95%	
Child Care Services	7,127	487	3,763	47.20%	
Contractual Services	516	29	502	2.68%	
Occupancy	4,074	231	1,782	56.26%	
Travel/Conf/Dev	374	9	136	63.71%	
Program Activity	347	51	300	13.42%	
IT	104	1	59	43.51%	
Other	181	9	92	49.14%	
<b>TOTAL EXP</b>	<b>15,453</b>	<b>1,080</b>	<b>8,628</b>	<b>44.16%</b>	<b>33.33%</b>

OTHER					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
The Children's Trust	5,330	597	3,300	38.09%	
Other	565	55	975	-72.54%	
Refugee	1,350	75	752	44.30%	
Teen Parent	1,045	20	92	91.20%	
	<b>8,290</b>	<b>748</b>	<b>5,119</b>	<b>38.25%</b>	<b>33.33%</b>
<b>EXPENDITURES</b>					
Salary and Fringe	907	68	659	27.38%	
Child Care Services	3,000	325	1,964	34.54%	
Contractual Services	3,386	322	1,724	49.10%	
Occupancy	320	35	311	3.06%	
Travel/Conf/Dev	126	8	58	54.25%	
Program Activity	430	11	221	48.68%	
IT	47	4	4	91.38%	
Other	74	2	117	-58.77%	
<b>TOTAL EXP</b>	<b>8,290</b>	<b>771</b>	<b>5,056</b>	<b>39.01%</b>	<b>33.33%</b>
NET		-23	63		

TOTAL	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
State of Florida	173,563	14,704	114,358	34.11%	
Office of Head Start	15,453	1,322	8,628	44.16%	
The Children's Trust	5,330	597	3,300	38.09%	
Other	565	55	975	-72.54%	
Refugee	1,350	75	752	44.30%	
Teen Parent	1,045	20	92	91.20%	
<b>TOTAL REVENUE</b>	<b>197,306</b>	<b>16,775</b>	<b>128,105</b>	<b>35.07%</b>	<b>33.33%</b>
<b>EXPENDITURES</b>					
Salary and Fringe	16,776	1,388	11,116	33.74%	
Child Care Services	163,119	14,198	107,733	33.95%	
Contractual Services	6,204	696	3,992	35.66%	
Occupancy	6,071	388	3,245	46.55%	
Travel/Conf/Dev	774	27	288	62.78%	
Program Activity	2,937	63	890	69.69%	
IT	730	17	259	64.53%	
Other	694	33	496	28.55%	
<b>TOTAL EXP</b>	<b>197,306</b>	<b>16,810</b>	<b>128,019</b>	<b>35.12%</b>	<b>33.33%</b>
<b>NET</b>	<b>-</b>	<b>-35</b>	<b>86</b>		

EHS Budget		
2018-2019		
Personnel		\$ 2,000,038.88
Fringe Benefits		\$ 637,003.05
Local Travel		\$ 31,150.00
IT Equipment		\$ 4,322.50
Supplies		\$ 40,615.00
Contractual PO		\$ 31,349.00
Contractual Medical		\$ 244,281.00
Contractual Provider Payments		\$ 6,044,750.00
Contractual Other		\$ 53,850.00
Occupancy		\$ 382,418.91
Other		\$ 87,120.66
Total		\$ 9,556,899.00
Funding Level Base Grant		\$ 9,556,899.00
Funding Level Training and Technical assistance		\$ 232,374.00
Total EHS Funding		\$ 9,789,273.00

2017-2018		
Salary and Fringe		\$ 2,730,656.92
Child Care Services		\$ 7,126,863.94
Contractual Services		\$ 516,017.00
Occupancy		\$ 4,074,237.40
Travel/Conf/Dev		\$ 373,633.83
Program Activity		\$ 346,651.09
IT		\$ 104,194.77
Other		\$ 180,666.22
Total EHS Funding	*Includes Carryover Balance	\$ 15,452,921.17





**Early Learning Coalition Finance Committee Meeting**

**March 28, 2018**

**Resolution: 03282018-01**

**Action Requested: Approve the attached 2018-2019 Early Head Start (EHS) grant application and confirm the Early Learning Coalition of Miami-Dade/Monroe's Board knowledge in the development of the Early Head Start grant application.**

**Fiscal Impact: The total award is approximately \$9,789,273.00 for program year 2018-2019.**

**Funding Source: U.S. Department of Health and Human Services, Administration for Children and Families.**

**Strategic Goal:**

- Needing Children**
- Youngest Children**
- Educate All**

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

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**RESOLUTION: 03282018-01**

**APPROVE THE ATTACHED 2018-2019 EARLY HEAD START (EHS) GRANT APPLICATION AND CONFIRM THE EARLY LEARNING COALITION OF MIAMI-DADE/MONROE'S BOARD KNOWLEDGE IN THE DEVELOPMENT OF THE EARLY HEAD START GRANT APPLICATION.**

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

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

**Background:**

In February 2015, the Early Learning Coalition of Miami-Dade/Monroe was awarded a five year grant for the Early Head Start-Child Care Partnership Program (EHS-CCPP) to serve 750 children from birth to 3 years old. Per 45 CFR 1304.15, an application is required to be submitted annually for the use of the funds. The Early Head Start program year will run from August 1, 2018 - July 31, 2019.

The grant funding will be used according to the requirements of Head Start Program Performance Standards.

Under the grant, the funding for Program Operations is \$9,556,899.00 and the funding for Training and Technical Assistance is \$232,374.00 for a total funding of \$9,789,273.00 for 750 enrolled children.

<b>Early Head Start Funding</b>	
Program Operations	\$9,556,899.00
Training and Technical Assistance	\$232,374.00
<b>Total</b>	<b>\$9,789,273.00</b>



**Early Learning Coalition Finance Committee Meeting**

**March 28, 2018**

**Resolution: 03282018-02**

**Action Requested:** Approval of the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2018-01 (External Auditing Services) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor.

**Fiscal Impact:** The contract is for an approximate amount of \$75,000.00 per fiscal year, which is subject to the availability of funding.

**Funding Source:** APOOL

**Strategic Goal:**

<input type="checkbox"/> Neediest Children	<input type="checkbox"/> Providers
<input type="checkbox"/> Youngest Children	<input checked="" type="checkbox"/> Internal Capacity
<input type="checkbox"/> Educate All	<input type="checkbox"/> Funding

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**RESOLUTION: 03282018-02**

**APPROVAL OF THE EVALUATION COMMITTEE'S RECOMMENDATION TO AWARD CONTRACT FOR RFP#ELCMDM2018-01 (EXTERNAL AUDITING SERVICES) TO THE SELECTED VENDOR. ALSO, AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH THE SELECTED VENDOR.**

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

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

**Background:**

Resolution #12042017-09 authorized the President and CEO to release a Request for Proposal (RFP) for External Auditing Services. On January 8, 2018, the Early Learning Coalition released RFP#ELCMDM2018-01 for External Auditing Services. On or before February 9, 2018, the Early Learning Coalition received four (4) proposals from the following:

- Cherry Bekaert, LLP
- Hancock, Askew & Co, LLP
- Moss, Krusick & Associates, LLC
- Verdeja, De Armas & Trujillo, LLP

Legal Counsel reviewed the proposals on February 12, 2018; the proposal from Cherry Bekaert was deemed non-responsive.

On February 15, 2018, the proposals from Hancock, Askew & Co, LLP, Moss, Krusick & Associates, LLC and Verdeja, De Armas & Trujillo, LLP were reviewed by three (3) evaluators who made up the Evaluation Committee.

**Evaluation Committee Members:**

<b>1. Ana Rodriguez, M.A.,</b> Director of Loss Prevention & Compliance – Early Learning Coalition of Miami-Dade/Monroe
<b>2. Aileen Martinez,</b> Director of Grants/Budgets – Early Learning Coalition of Palm Beach County
<b>3. Yvette Zaragoza,</b> Controller – United Way of Miami-Dade

On March 23, 2018, at the second Evaluation Committee Meeting, the committee moved and passed a motion to recommend that the Early Learning Coalition negotiate and execute a contract with **Verdeja, De Armas & Trujillo, LLP.**

<b>Proposer’s Name</b>	<b>Final Rating (Max 300)</b>
Hancock, Askew & Co, LLP	262
Moss, Krusick & Associates, LLC	277
Verdeja, De Armas & Trujillo, LLP	298

\* APOOL (Specific Funding Sources): Department of Health and Human Services, Administration for Children and Families, Florida Department of Children and Families, Department of Education Office of Early Learning Miami-Dade and Monroe (School Readiness Services, Voluntary Prekindergarten Services), Save the Children Federation, Inc., The Nemours Foundation

**Evaluation Scorecard:**

RFP # ELCMDM2018-01 External Auditing Services		Max. Score	Verdeja, De Armas & Trujillo			Moss, Krusick & Associates, LLC			Hancock, Askew & Co., LLP		
			#1	#2	#3	#1	#2	#3	#1	#2	#3
<b>Organizational Background, Qualifications and Capabilities</b>		<b>35</b>									
1	Seasoned firm with knowledge in programmatic monitoring for Federal and State funded programs.	35	35	35	35	35	35	35	30	28	35
<b>Specifications</b>		<b>30</b>									
1	At least 5 years of relevant experience.	15	15	15	15	15	15	15	15	14	15
2	Licensed CPA and local presence.	15	15	15	15	15	10	10	15	15	15
<b>Documentation</b>		<b>20</b>									
1	Report format.	20	20	18	20	15	17	20	10	10	15
<b>Pricing</b>		<b>15</b>									
1	Cost for services are within the range of \$60k - \$75k	15	15	15	15	15	10	15	15	15	15
<b>TOTAL</b>		<b>100</b>	<b>100</b>	<b>98</b>	<b>100</b>	<b>95</b>	<b>87</b>	<b>95</b>	<b>85</b>	<b>82</b>	<b>95</b>
<b>TOTAL SUM</b>		<b>300</b>	<b>298</b>			<b>277</b>			<b>262</b>		
<b>AVERAGE</b>		<b>100</b>	<b>99</b>			<b>92</b>			<b>87</b>		



**Early Learning Coalition Finance Committee Meeting**

**March 28, 2018**

**Resolution: 03282018-03**

**Action Requested:** Approval of the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2018-02 (Early Head Start Fiscal Policies and Procedures) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor.

**Fiscal Impact:** The contract is for an approximate amount of \$70,000.00 per fiscal year, which is subject to the availability of funding.

**Funding Source:** U.S. Department of Health and Human Services, Administration for Children and Families

**Strategic Goal:**

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

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**RESOLUTION: 03282018-03**

**APPROVAL OF THE EVALUATION COMMITTEE'S RECOMMENDATION TO AWARD CONTRACT FOR RFP#ELCMDM2018-02 (EARLY HEAD START FISCAL POLICIES AND PROCEDURES) TO THE SELECTED VENDOR. ALSO, AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH THE SELECTED VENDOR.**

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

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

**Background:**

Resolution #09052017-03 authorized the President and CEO to release a Request for Proposal (RFP) for Early Head Start Fiscal Policies and Procedures. On January 8, 2018, the Early Learning Coalition released RFP#ELCMDM2018-02 for Early Head Start Fiscal Policies and Procedures. On or before February 9, 2018, the Early Learning Coalition received one (1) proposal from the following:

- Stabilify, LLC

Legal Counsel reviewed the proposal on February 12, 2018; the proposal was deemed responsive.

On February 15, 2018, the proposal was reviewed by four (4) evaluators who made up the Evaluation Committee.

**Evaluation Committee Members:**

<b>1. Jonder Salomon</b> , Controller - Manzo Foods, Inc.
<b>2. Audelia Martinez, MBA</b> , Chief Financial Officer/Chief Operations Officer – Le Jardin Community Center, Inc.
<b>3. Alexander Sanchez</b> , Controller – Early Learning Coalition of Miami-Dade/Monroe
<b>4. Wilfredo Ayala</b> , Director of Community Health & Wellness Programs and Policy Analysis – Early Learning Coalition of Miami-Dade/Monroe

On March 8, 2018, at the second Evaluation Committee Meeting, the committee moved and passed a motion to recommend that the Early Learning Coalition negotiate and execute a contract with **Stabilify, LLC**.

<b>Proposer’s Name</b>	<b>Final Rating (Max 400)</b>
Stabilify, LLC	338

**Evaluation Scorecard:**

RFP # ELCMDM2018-02 Early Head Start Fiscal Policies and Procedures		Max. Score	Stabilify LLC			
			#1	#2	#3	#4
<b>Organizational Capacity</b>		<b>30</b>				
1	Description includes previous experience with Federally funded non-profit organizations.	5	4	4	5	4
2	The proposer has at least five (5) years' experience doing Fiscal Policies and Procedure.	10	7	10	10	8
3	The proposer has at least seven (7) years' experience in a Finance or similar setting.	10	8	10	10	8
4	The proposer has experience with Federal Grant reports	5	4	4	5	8
<b>Specifications (Early Head Start Medical Services Provided)</b>		<b>60</b>				
1	The proposal descriptions contains the Major components as outlined in the Scope	15	13	13	12	12
2	The proposer's response provides a guide to their approach in developing the Policies and Procedure.	10	7	8	10	8
3	The proposer describe methodology to understanding the organizational workflow.	35	25	30	30	28
<b>Pricing</b>		<b>10</b>				
1	Proposal details ways in which the contractor will provide Early Head Start with in-kind services or materials	10	9	8	10	6
<b>TOTAL</b>		<b>100</b>	<b>77</b>	<b>87</b>	<b>92</b>	<b>82</b>
<b>TOTAL SUM</b>		<b>400</b>	<b>338</b>			
<b>AVERAGE</b>		<b>100</b>	<b>85</b>			





**Early Learning Coalition Finance Committee Meeting**

**March 28, 2018**

**Resolution: 03282018-04**

**Action Requested:** Approval of the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2018-03 (Coaching Services) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor.

**Fiscal Impact:** The contract is for an approximate amount of \$66,000.00 per fiscal year, which is subject to the availability of funding.

**Funding Source:** U.S. Department of Health and Human Services, Administration for Children and Families

**Strategic Goal:**

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

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**RESOLUTION: 03282018-04**

**APPROVAL OF THE EVALUATION COMMITTEE'S RECOMMENDATION TO AWARD CONTRACT FOR RFP#ELCMDM2018-03 (COACHING SERVICES) TO THE SELECTED VENDOR. ALSO, AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH THE SELECTED VENDOR.**

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

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

**Background:**

Resolution #10022017-01 authorized the President and CEO to release a Request for Proposal (RFP) for Coaching Services. On January 8, 2018, the Early Learning Coalition released RFP#ELCMDM2018-03 for Coaching Services. On or before February 9, 2018, the Early Learning Coalition received one (1) proposal from the following:

- Quality Consulting & Research Group

Legal Counsel reviewed the proposal on February 12, 2018; the proposal was deemed responsive.

On February 15, 2018, the proposal was reviewed by three (3) evaluators who made up the Evaluation Committee.

**Evaluation Committee Members:**

1. <b>Debbie Cherubini</b> , Early Childhood Development Consultant - Le Jardin Community Center, Inc.
2. <b>Annie Benedetti</b> , Provider Program Director - Rainbow Intergenerational Learning Centers
3. <b>Jackeline Perdomo</b> , Early Head Start Technical Assistant Specialist - Early Learning Coalition of Miami-Dade/Monroe

On March 8, 2018, at the second Evaluation Committee Meeting, the committee moved and passed a motion to recommend that the Early Learning Coalition negotiate and execute a contract with **Quality Consulting & Research Group**.

Proposer's Name	Final Rating (Max 300)
Quality Consulting & Research Group	265

**Evaluation Scorecard:**

RFP # ELCMDM2018-03 Coaching Services		Max. Score	Quality Consultant and Research Group		
			#1	#2	#3
<b>Organizational Capacity</b>		<b>30</b>			
1	Description includes previous experience with research-based coaching, including any issues and final resolutions.	5	4	5	5
2	The proposer has at least five (5) years' experience with providing support/coaching in an infant and toddler classroom.	8	8	8	5
3	The proposer has at least ten (10) years' experience coaching in an education setting.	10	10	10	6
4	The proposer has at minimum of a Master's degree in Early Childhood Education or equivalent.	7	7	7	4
<b>Specifications (Coaching Approach)</b>		<b>60</b>			
1	The description contains the philosophy, rationale/theory and basic components for their research-based coaching approach.	8	7	8	7
2	The proposer's response provides introspective approach in helping learners reflect on their practice.	10	10	10	9
3	The proposer's response provides a strength-based approach in the research-based coaching model.	10	10	10	9
4	The proposer describes an effective plan for assessing the level of coaching skills for each coachee.	8	7	8	7
5	The proposer describes an effective plan for establishing goals and objectives.	8	8	8	7
6	The proposer describes effective method for providing support to coachee outside of the coaching cycles.	9	8	8	8
7	The proposer describes a plan for providing monthly progress feedback/reports to the program.	7	7	7	6
<b>Pricing</b>		<b>10</b>			
1	Proposal details ways in which the contractor will provide Early Head Start with in-kind services or materials.	10	10	1	6
<b>TOTAL</b>		<b>100</b>	<b>96</b>	<b>90</b>	<b>79</b>
<b>TOTAL SUM</b>		<b>300</b>	<b>265</b>		
<b>AVERAGE</b>		<b>100</b>	<b>88</b>		



**Early Learning Coalition Finance Committee Meeting**

**March 28, 2018**

**Resolution: 03282018-05**

**Action Requested: Authorize the President and CEO to negotiate and execute the leases listed within the background section of this resolution.**

**Fiscal Impact: An approximate amount of \$54,768.43 for fiscal year 2018-2019, which is subject to the availability of funding.**

**Funding Source: POOL**

**Strategic Goal:**

<input checked="" type="checkbox"/> Neediest Children	<input checked="" type="checkbox"/> Providers
<input checked="" type="checkbox"/> Youngest Children	<input checked="" type="checkbox"/> Internal Capacity
<input checked="" type="checkbox"/> Educate All	<input type="checkbox"/> Funding

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**RESOLUTION: 03282018-05**

**AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE THE LEASES LISTED WITHIN THE BACKGROUND SECTION OF THIS RESOLUTION.**

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

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

**Background:**

This resolution is requesting authorization for the President and CEO to negotiate and execute the leases listed in the table below. The Key West and Marathon locations serve as the Early Learning Coalition’s service centers and as designated locations to hold provider trainings. The Early Learning Coalition’s Marathon Service Center office has co-located with the Florida Keys Area Health Education Center since 2013. The total amount of the leases, for fiscal year 2018-2019, is approximately \$54,768.43.

The following table describes the leases for renewal:

Center	Location Address	Lease Identification Number	Term	Contract Amount (average per year)
<b>Key West Service Center</b> - Kennedy Drive Investors/ Professional Plaza	111 12 <sup>th</sup> Street, Suite 206, Key West, Florida 33040	L2013-005	May 1, 2018 – May 30, 2024	\$47,268.43
<b>Marathon Service Center</b> - FL Keys Area Health Education Center, Inc.	5800 Overseas Hwy, Units 36 & 38, Marathon, Florida 33050	L2018-002	May 1, 2018 – April 30, 2019	\$7,500.00
<b>Total Amount (average for 2018-2019):</b>				<b>\$54,768.43</b>

\* POOL (Specific Funding Source): Florida Department of Children and Families, Department of Education Office of Early Learning Miami-Dade and Monroe (School Readiness Services, Voluntary Prekindergarten Services), Save the Children Federation, Inc., The Nemours Foundation



**Early Learning Coalition Finance Committee Meeting**

**March 28, 2018**

**Resolution: 03282018-06**

**Action Requested:** Authorize an increase in the contract amount with Ultimate Software Group, LLC for fiscal year 2018-2019, to cover a one-time implementation fee, as attached and described in the background section of this resolution.

**Fiscal Impact:** The one-time implementation fee is for an approximate amount of \$40,360.00, which is subject to the availability of funding.

**Funding Source:** APOOL

**Strategic Goal:**

<input type="checkbox"/> Neediest Children	<input type="checkbox"/> Providers
<input type="checkbox"/> Youngest Children	<input checked="" type="checkbox"/> Internal Capacity
<input type="checkbox"/> Educate All	<input type="checkbox"/> Funding

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**RESOLUTION: 03282018-06**

**AUTHORIZE AN INCREASE IN THE CONTRACT AMOUNT WITH ULTIMATE SOFTWARE GROUP, LLC FOR FISCAL YEAR 2018-2019, TO COVER A ONE-TIME IMPLEMENTATION FEE, AS ATTACHED AND DESCRIBED IN THE BACKGROUND SECTION OF THIS RESOLUTION.**

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

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

**Background:**

On December 4, 2017, Resolution #12042017-04, granted approval of the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2017-10 for Payroll and Human Resources to Ultimate Software Group, LLC, while also authorizing the President and CEO to negotiate and execute a contract with Ultimate Software Group, LLC. The original contract amount is for a total of \$120,000.00.

As part of a new implementation, the Early Learning Coalition of Miami-Dade/Monroe will need to pay a one-time implementation fee of \$40,360.00 in order for Ultimate Software Group, LLC to set up various services for all 340 employees, as described in detail in the attached price summary.

\* APOOL (Specific Funding Sources): Department of Health and Human Services, Administration for Children and Families, Florida Department of Children and Families, Department of Education Office of Early Learning Miami-Dade and Monroe (School Readiness Services, Voluntary Prekindergarten Services), Save the Children Federation, Inc., The Nemours Foundation

PROPOSAL BASED ON: 340 Active Compensated People

	SELECTED	PEPM	Monthly	ONE TIME
<b>CORE HR/PAYROLL &amp; BENEFITS/COMPLIANCE/REPORTING</b>	<b>YES</b>	<b>\$21.00</b>	<b>\$7,140.00</b>	<b>\$40,360.00</b>
<ul style="list-style-type: none"> <li>✓ One unified database for all HCM activities</li> <li>✓ Real-time payroll processing</li> <li>✓ Printing of live checks</li> <li>✓ Manual and off-cycle checks</li> <li>✓ Federal, state and local tax filing</li> <li>✓ New hire reporting</li> <li>✓ Garnishment administration</li> <li>✓ Direct deposit: creation/transmission of NACHA file</li> <li>✓ 250 standard reports and business intelligence tools</li> <li>✓ Web-based open enrollment for employees</li> <li>✓ Automated life event management</li> <li>✓ Online setup/management of open enrollment events</li> <li>✓ Mass update benefit costs</li> </ul>		<ul style="list-style-type: none"> <li>✓ Point-in-time reporting</li> <li>✓ Compliance reporting - OSHA, EEO, Vets100, etc.</li> <li>✓ Company intranet and communications portal</li> <li>✓ Employee/manager self-service</li> <li>✓ Online pay statements and W-2s/1099</li> <li>✓ 146+ configurable workflows</li> <li>✓ Document management and storage</li> <li>✓ General ledger interface</li> <li>✓ PTO accruals, requests, and approvals</li> <li>✓ Messaging to employees during enrollment process</li> <li>✓ Attach documents and links to enrollment materials</li> <li>✓ ACA Management</li> <li>✓ 1094 &amp; 1095 Reporting</li> </ul>		
<b>TIME MANAGEMENT (included in Core)</b>				
<ul style="list-style-type: none"> <li>✓ Eliminate paper time sheets</li> <li>✓ Clock in/out or transfer labor codes</li> <li>✓ View timesheet details for current/previous periods</li> <li>✓ Enter timesheet data and submit for approval</li> <li>✓ Create schedules</li> </ul>		<ul style="list-style-type: none"> <li>✓ View accruals and balances</li> <li>✓ Approve/deny PTO requests</li> <li>✓ View complete attendance history</li> <li>✓ Access analytics (overtime, in/out, scheduled hours, etc.)</li> <li>✓ Disciplinary point system</li> </ul>		
<b>TALENT MANAGEMENT: PERFORMANCE &amp; SUCCESSION</b>	<b>YES</b>	<b>\$3.25</b>	<b>\$1,105.00</b>	<b>Included</b>
<ul style="list-style-type: none"> <li>✓ Automated performance reviews - no more paper</li> <li>✓ Peer-to-peer, multi-rater, 360, 30-day, annual, etc.</li> <li>✓ Log relevant milestones throughout the year via goal journaling</li> <li>✓ View performance history</li> <li>✓ Identify high performers and support employee career development</li> <li>✓ Instantly view a snapshot of an employee, including salary, job, tenure, etc. via the Talent Card</li> <li>✓ Create measurable goals and objectives for employees</li> <li>✓ Distribute goals to employees via automated workflow</li> </ul>		<ul style="list-style-type: none"> <li>✓ Track the progress of individual or team goals on the fly via your smartphone or tablet</li> <li>✓ Rate competencies</li> <li>✓ Create development plans</li> <li>✓ Assign and measure performance objectives</li> <li>✓ Build, execute, and manage plans for every level of your organization</li> <li>✓ Predict an employee's retention within the next 12 months using a statistically accurate</li> <li>✓ Log critical employee talent factors including leadership potential, job performance, and promotability</li> <li>✓ Develop individual employee's skills and qualifications necessary to grow and progress towards future roles</li> </ul>		
<b>TALENT ACQUISITION: RECRUITING &amp; ONBOARDING</b>	<b>YES</b>	<b>\$3.25</b>	<b>\$1,105.00</b>	<b>Included</b>
<ul style="list-style-type: none"> <li>✓ Requisition creation/approval with unlimited workflow</li> <li>✓ Configure multiple internal and external job boards</li> <li>✓ Leverage the 'Discover Your Potential' tool to find opportunities that best match their skills</li> <li>✓ Allow candidates to instantly share open opportunities with their personal networks via Twitter</li> <li>✓ Conveniently apply with LinkedIn profile</li> <li>✓ Create multiple candidate pools to organize applicants by job, experience, qualifications, etc.</li> <li>✓ Personalize a simple and meaningful welcome packages for target employee groups</li> <li>✓ Outline all the required tasks, including due dates with clear visual timeline</li> <li>✓ Add dynamic content and videos to engage new hires</li> <li>✓ Timeline of activities that should be handled before and after the new hires first day</li> <li>✓ Instantly connect and collaborate with fellow team members</li> <li>✓ Proactively assign provisioning tasks to prepare for new hire</li> </ul>		<ul style="list-style-type: none"> <li>✓ Set up screening questions and rank candidates</li> <li>✓ Manage interviews and offers</li> <li>✓ Multiple search capabilities</li> <li>✓ Request recommendations from references from within UltiPro</li> <li>✓ Leverage real-time reporting and analytics</li> <li>✓ View key analytics such as time/cost to hire</li> <li>✓ Establish mentor or coaches</li> <li>✓ Establish individual goals for first 30, 60, 90 days of employment</li> <li>✓ Electronically complete, review and sign documents such as W4, I9, direct deposit</li> <li>✓ EEO and veterans reporting</li> <li>✓ Automate E-Verify®</li> <li>✓ Electronically complete, review and sign company policies and procedures</li> </ul>		
<b>COMPENSATION MANAGEMENT</b>	<b>YES</b>	<b>\$2.00</b>	<b>\$680.00</b>	<b>Included</b>
<ul style="list-style-type: none"> <li>✓ Automate salary planning process giving you greater insight</li> <li>✓ Experience flexibility in establishing reviewer and approver paths</li> <li>✓ Configure merit guidelines based on performance rating or compa ratio in local currencies</li> <li>✓ Quickly post salary changes and one-time payouts with automatic proration based on your rules</li> <li>✓ Use visualizations and executive roll-up views for informed decision making</li> </ul>		<ul style="list-style-type: none"> <li>✓ Create compensation plans based on job, location, department, etc.</li> <li>✓ Mass assign plans to employees</li> <li>✓ Provide employees and managers clear visibility to compensation plans</li> <li>✓ Easily configure calculation rules</li> <li>✓ Establish target amounts based on percentage of base pay, flat amounts, or units (e.g., rsus)</li> </ul>		
<b>Optional Functionality and Services</b>		<b>PEPM</b>	<b>Monthly</b>	<b>ONE TIME</b>
<b>HR Only People</b>		\$ 4.00		\$10/Person
<b>Terminated Employees (terminated employees that have access to UltiPro)</b>		\$ 1.00		N/A
<b>Carrier Connections( per connection)</b>			\$	2,000.00
<b>Historical Data Conversion - Employee Job History / Employee Status History / Employee Review History / Candidate History</b>				TBD
<b>Premier Data Conversion for ADP</b>				Included
<b>TOTAL for SELECTED COMPONENTS</b>			<b>Total Annual Subscription</b>	<b>Total One Time implementation Fee</b>
			<b>\$120,360.00</b>	<b>\$40,360.00</b>

EE = Employees PEPM = Per Employee Per Month

If required -Touchbase (Facial Recognition) or Timebase (Biometric) clocks are \$85-\$110 per month each and include maintenance, upgrades, and replacements.





**Early Learning Coalition Finance Committee Meeting**

**March 28, 2018**

**Resolution: 03282018-07**

**Action Requested: Authorize the President and CEO to execute the Early Head Start Match contract and receive funds from The Children’s Trust.**

**Fiscal Impact: The contract is a not-to-exceed amount of \$866,667.00, subject to approval for legal sufficiency and form.**

**Funding Source: The Children’s Trust**

**Strategic Goal:**

<input type="checkbox"/> Neediest Children	<input type="checkbox"/> Providers
<input type="checkbox"/> Youngest Children	<input type="checkbox"/> Internal Capacity
<input type="checkbox"/> Educate All	<input checked="" type="checkbox"/> Funding

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**RESOLUTION: 03282018-07**

**AUTHORIZE THE PRESIDENT AND CEO TO EXECUTE THE EARLY HEAD START MATCH CONTRACT AND RECEIVE FUNDS FROM THE CHILDREN’S TRUST.**

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

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the “Board”), and shall recommend that the Board approve this action at the next meeting of the Board.

**Background:**

The Early Learning Coalition has received a grant award for the Early Head Start program to provide services for approximately 750 children. This Federal program has proven success through educational, health, comprehensive family and social services for participating families. The grant requires a 20% non-federal match. The Children's Trust will provide a portion of the non-federal match share in an amount not to exceed \$866,667.00.

# Early Learning Coalition of Miami-Dade/Monroe

School Readiness Slot Utilization Snapshot - Miami-Dade

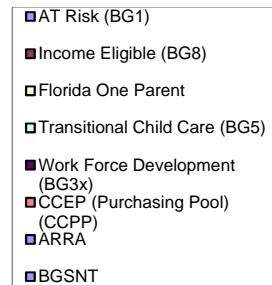
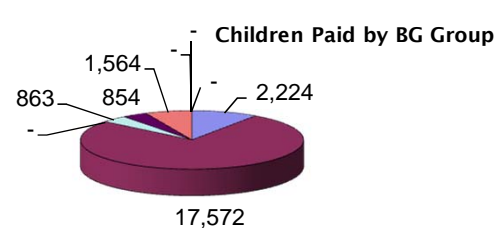
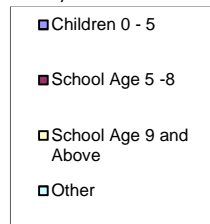
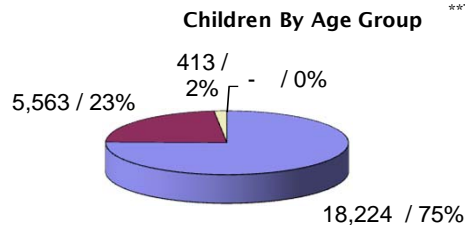
February 2018

(all dollar amounts in thousands '000)

Children Served	Amount
Total actual paid - YTD	28,336
Total actual paid - February 2018	<b>22,883</b>
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 7,048
	\$ 275
Total cost (in thousands) (incl match)	<u>\$ 7,953</u>
<b>Change month over month</b>	
Total Net Increase(decrease) children	(62)
<b>Monthly Activity</b>	<b>Amount</b>
Beginning Census	22,945
NET Increase/(Decrease)	(62)
<b>Total</b>	<b>22,883</b>
<b>Current Data</b>	
Enrolled As of Mar 26, 2018	23,301
Projected Paid for March (96% of enrolled)	22,369
<b>Waitlist</b>	
Ages 0-5	2,089
Ages 6-9	272
Ages 10-13	61
<b>VPK Enrolled As of Mar 26, 2018</b>	
Regular	20,991
Summer	-
SISP	29
<b>VPK Total Actual Paid - February 2018</b>	
SISP	19
Regular	20,691
Summer	-
<b>VPK Total Actual Paid - YTD</b>	
SISP	50
Regular	21,992
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)	2,224	9.64%	\$897.50	11.69%
Income Eligible (BG8)	17,572	76.15%	\$5,941.52	77.38%
Florida One Parent	-	0.00%	\$ -	0.00%
Transitional Child Care (BG5)	863	3.74%	\$294.64	3.84%
Work Force Development (BG3x)	854	3.70%	\$270.03	3.52%
CCEP (Purchasing Pool) (CCPP)	1,564	6.78%	\$274.63	3.58%
ARRA	-	0.00%	\$ -	0.00%
BGSNT	-	0.00%	\$ -	0.00%
BGCSD&BGCSO	-	0.00%	\$0.00	0.00%
<b>Total</b>	<b>23,077</b>	<b>100%</b>	<b>\$7,678.32</b>	<b>100%</b>
Minus 194 Overlap	<b>22,883</b>			
GOLD SEAL			\$629.96	8.20%
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	3,967	17.34%	\$1,583.69	20.62%
Toddler	4,039	17.65%	\$1,518.81	19.77%
Three Year Old	4,426	19.34%	\$1,571.81	20.46%
Pre-School	5,792	25.31%	\$1,726.14	22.47%
<i>Sub-Total</i>	<i>18,224</i>	<i>79.64%</i>	<i>\$6,400.45</i>	<i>83.33%</i>
School Age: 6 yrs	2,109	12.41%	\$461.19	6.00%
School Age: 7 yrs	1,414	8.32%	\$294.52	3.83%
School Age: 8 yrs	768	4.52%	\$156.05	2.03%
Unduplicated School Age: 5 - 8 yrs**	5,563	32.79%	\$1,199.56	15.62%
School Age: 9 yrs and above	413	2.43%	\$81.08	1.06%
<b>School Age (Duplicated)</b>	<b>28</b>	<b>0.17%</b>	<b>\$0.00</b>	<b>0.00%</b>
School Age (Unduplicated)	5,948	25.99%	\$1,280.64	16.67%
Other	-	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	<i>5,948</i>	<i>25.99%</i>	<i>\$1,280.64</i>	<i>16.67%</i>
<b>Total</b>	<b>22,883</b>	<b>106%</b>	<b>\$7,681.09</b>	<b>100%</b>

\*\*There are 1304 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

February 2018

(all dollar amounts in thousands '000)

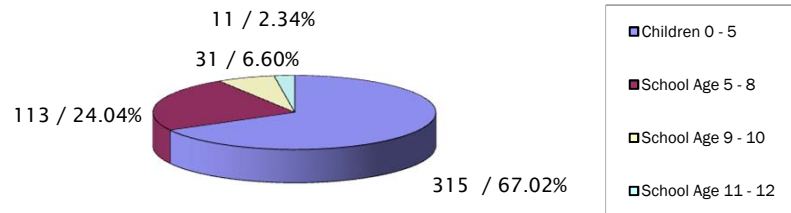
<b>Children Served</b>	<b>Amount</b>
Total actual paid - February 2018	<b>450</b>
Net Slot Payment and Gold Seal	\$ 144
Match (BG8 and CCEP)	\$ 2
Total cost (in thousands) (incl match)	\$ 151
<b>Change month over month</b>	
Total Net Increase(decrease) children	3
<b>Monthly Activity</b>	
Beginning Census	447
Net Increase/(Decrease)	<u>3</u>
<b>Total</b>	<b>450</b>

<b>Current Data</b>	
Enrolled as of Mar 23, 2018	460
Projected Paid for March (96% of enrolled)	442
<b>Waitlist</b>	
Ages 0-5	0
Ages 6-9	0
Ages 10-13	0
VPK Enrolled as of Mar 23, 2018	438
VPK Total Actual Paid - February 2018	433

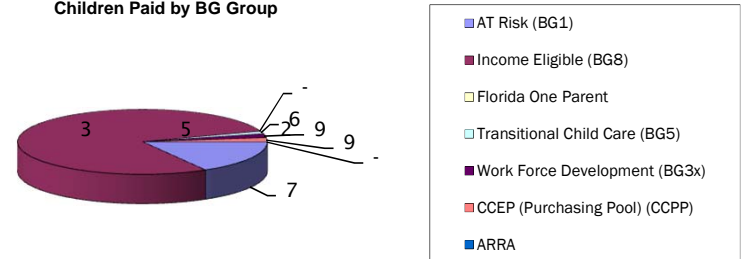
<b>Eligibility Breakdown</b>	<b>Children Paid by Billing Group</b>		<b>Dollars Paid by Billing Group</b>	
	Receiving % of Service	Total	Amount	% of Total
<b>Type</b>				
AT Risk (BG1)	75	16.63%	\$31.10	20.87%
Income Eligible (BG8)	352	78.05%	\$111.32	74.69%
Florida One Parent	-	0.00%	\$ -	0.00%
Transitional Child Care (BG5)	6	1.33%	\$2.09	1.40%
Work Force Development (BG3x)	9	2.00%	\$3.03	2.03%
CCEP (Purchasing Pool) (CCPP)	9	2.00%	\$1.51	1.01%
ARRA	-	0.00%	\$0.00	0.00%
<b>Total</b>	<b>451</b>	<b>100%</b>	<b>\$149.04</b>	<b>100%</b>
<b>Minus 1 Overlap</b>	<b>450</b>			
GOLD SEAL	-	-	\$5.03	3.37%
BGCSD+BGCSO	-	0.00%	-	0.00%
<b>Age Break Down</b>	<b>All Eligible Clients-Paid</b>		<b>Dollars Paid by Age Category</b>	
<b>Type</b>	Receiving % of Service	Total	Amount-\$	% of Total
Infant	64	13.62%	\$24.53	16.45%
Toddler	68	14.47%	\$29.61	19.86%
Three Year Old	79	16.81%	\$28.23	18.93%
Pre-School	104	22.13%	\$34.14	22.89%
<i>Sub-Total</i>	<i>315</i>	<i>67.02%</i>	<i>\$116.51</i>	<i>78.14%</i>
School Age: 6	29	6.17%	\$6.35	4.26%
School Age: 7	36	7.66%	\$7.56	5.07%
School Age: 8	28	5.96%	\$5.48	3.67%
School Age: 5 - 8**	113	24.04%	\$24.18	16.21%
School Age: 9 - 10	31	6.60%	\$6.24	4.18%
School Age: 11 - 12	11	2.34%	\$2.18	1.46%
School Age: Other Age	0	0.00%	\$0.00	0.00%
<b>School Age Total</b>	<b>155</b>	<b>32.98%</b>	<b>\$32.60</b>	<b>21.86%</b>
Other	-	0.00%	\$ -	0.00%
<i>Sub-Total</i>	<i>155</i>	<i>32.98%</i>	<i>\$32.60</i>	<i>21.86%</i>
<b>Total</b>	<b>470</b>	<b>100%</b>	<b>\$149.11</b>	<b>100%</b>
<b>Minus 20 Overlap</b>	<b>450</b>			

\*\*There are 20 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

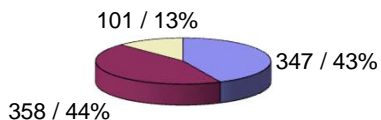
February 2018

(all dollar amounts in thousands '000)

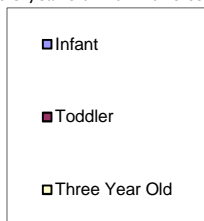
Children Served	Amount
Total actual paid - YTD	1,178
Total actual paid - February 2018	750
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 487
Total cost (in thousands) (incl match)	\$ -
<b>Change month over month</b>	
Total Net Increase(decrease) children	13
<b>Monthly Activity</b>	
Monthly Activity	Amount
Beginning Census	737
NET Increase/(Decrease)	13
<b>Total</b>	<b>750</b>
<b>Current Data</b>	
Enrolled As of Mar 26, 2018	736
Projected Paid for March (96% of enrolled)	707
Waitlist	319

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
EHS	750	100.00%	\$487.40	100.00%
<b>Total</b>	<b>750</b>	<b>100%</b>	<b>\$487.40</b>	<b>100%</b>
Minus 0 Overlap	750			
GOLD SEAL			\$0.00	0.00%
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	347	43.05%	\$208.30	42.74%
Toddler	358	44.42%	\$225.55	46.28%
Three Year Old	101	12.53%	\$53.55	10.99%
Pre-School	0	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	<b>806</b>	<b>100.00%</b>	<b>\$487.40</b>	<b>100.00%</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 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>806</b>	<b>100%</b>	<b>\$487.40</b>	<b>100%</b>
Minus 56 Overlap	750			

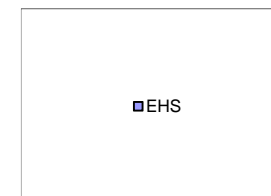
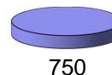
Children By Age Group



\*\*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

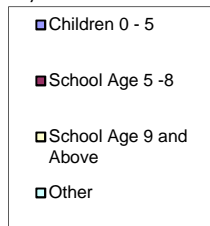
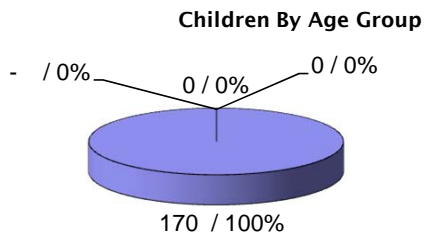
February 2018

(all dollar amounts in thousands '000)

Children Served	Amount
Total actual paid - YTD	487
Total actual paid - February 2018	234
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 61
	\$ -
Total cost (in thousands) (incl match)	\$ 65
<b>Change month over month</b>	
Total Net Increase(decrease) children	(10)
<b>Monthly Activity</b>	<b>Amount</b>
Beginning Census	244
NET Increase/(Decrease)	(10)
<b>Total</b>	<b>234</b>
<b>Current Data</b>	
Enrolled As of Mar 26, 2018	217
Projected Paid for March (96% of enrolled)	208

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
V	234	100.00%	\$65.43	100.00%
<b>Total</b>	<b>234</b>	<b>100%</b>	<b>\$65.43</b>	<b>100%</b>
<b>Minus 0 Overlap</b>	<b>234</b>			
GOLD SEAL			\$4.51	6.89%
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	58	24.17%	\$20.19	30.85%
Toddler	33	13.75%	\$11.49	17.56%
Three Year Old	40	16.67%	\$13.23	20.22%
Pre-School	39	16.25%	\$10.39	15.87%
<i>Sub-Total</i>	<i>170</i>	<i>70.83%</i>	<i>\$55.29</i>	<i>84.51%</i>
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 -70 Overlap</b>	<b>0</b>	<b>0.00%</b>	<b>\$0.00</b>	<b>0.00%</b>
School Age (Unduplicated)	70	29.17%	\$10.14	15.49%
Other	-	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	<i>70</i>	<i>29.17%</i>	<i>\$10.14</i>	<i>15.49%</i>
<b>Total</b>	<b>240</b>	<b>100%</b>	<b>\$65.43</b>	<b>100%</b>
<b>Minus 6 Overlap</b>	<b>234</b>			

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



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

## FEBRUARY 2018 BTA AMEX

Trans. Date	AMEX Description	Amount	ELC Description	Dist Code PAYROLL CODE
2/7/2018	AMERICAN AIRLINES - TICKET# 0012171745181 O. GONZALEZ VARESE	\$ 598.30	AA airfare for O. Gonzalez Varese to attend PITC Module V Beginning Together trainging 03-04 to 03-08	520EH0
2/7/2018	AMERICAN AIRLINES - TICKET# 0012171745183 L. JONES	\$ 598.30	AA airfare for L. Jones to attend PITC Module V Beginning Together training 03-04 to 03-08	520EH0
2/7/2018	AMERICAN AIRLINES - TICKET # H. RAYMOND	\$ 598.30	AA airfare for H. Raymond to attend PITC Module V Beginning Together training 03-04 to 03-08	520EH0
2/7/2018	AMERICAN AIRLINES - TICKET# 0012171745184 J. SAINT LOUIS	\$ 598.30	AA airfare for J. Saint Louis to attend PITC Module V Beginning Together training 03-04 to 03-08	520EH0
2/7/2018	AMERICAN AIRLINES - TICKET# Y. SOLER	\$ 598.30	AA airfare for Y. Soler to attend PITC Module V Beginning Together training 03-04 to 03-08	520EH0
2/2/2018	HOLIDAY INN EXPRESS ATLANTA GA	\$ 167.49	Holiday lodging for S. Martorano to attend 2018 Focus Area Fiscal Monitoring Protocols 02-04 to 02-05	400EH0
2/4/2018	HOME2 SUITES BALTIMO BALTIMORE MD	\$ (429.66)	HOME2SUITES credit for M. Lundi for cancelled room when attended Managing Comprehensive Health Nutrition 04-18 to 04-20	520EH0
2/4/2018	HOME2 SUITES BALTIMO BALTIMORE MD	\$ (407.34)	HOME2SUITES credit for C. Burkhalter for cancelled room when attended Managing Comprehensive Health Nutrition 04-18 to 04-20	520EH0
2/8/2018	STAYBRIDGE SUITES AT ATLANTA GA	\$ 1,067.44	Staybridges Suites lodging for O. Gonzalez Varese to attend Region IV Headstart Conference 02-04 to 02-08	520EH0
2/8/2018	STAYBRIDGE SUITES AT ATLANTA GA	\$ 835.65	Staybridges Suites lodging for L. Jones to attend Region IV Headstart Conference 02-05 to 02-08	520EH0

**\$ 4,225.08**

Quarterly Breakdown - Airfare, Hotel, Car Rental	
Total Airfare February	\$ 2,991.50
Total Hotel February	\$ 2,070.58
Total Hotel CREDIT February	\$ (837.00)
Total car rental & tolls February	\$ -

**\$ 4,225.08**