



**FINANCE COMMITTEE MEETING**  
**July 31, 2019, 10:00 am**  
**ELC Board Room**  
**415-655-0003 meeting # 738 005 356**

- |      |   |           |
|------|---|-----------|
| I.   | Welcome & Introductions   | Bob Eadie |
| II.  | Approval of Minutes   | Bob Eadie |
|      | A. Motion to approve minutes for May 29, 2019   |           |
| III. | Financial Statements  | Bob Eadie |
|      | A. School Readiness/VPK   |           |
|      | B. Early Head Start   |           |
| IV.  | Resolutions   | Bob Eadie |
|      | A. Resolution 06312019-01 – Authorize the President and CEO to apply for the Preschool Development Grant Birth-Five to support the best practice implementation of child assessment.                              |           |
|      | B. Resolution 06312019-02 - Authorize the President and CEO to negotiate and execute an amendment to Contract PSA 19-19 with Pradere Manufacturing Corp.  |           |
|      | C. Resolution 06312019-03 - Authorize the President and CEO to release a Request for Proposal for Assessments and General Repairs/Improvements for Early Learning Coalition of Miami Dade/Monroe, Inc. locations. |           |
| V.   | Information Items   | Bob Eadie |
|      | A. Update on EFS Modernization  |           |
|      | B. Funding Formula  |           |
|      | C. EHS 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  
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**

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Financial Position

(In thousands \$000)

	<b>Unaudited As of 5/31/2019</b>
<b>Assets</b>	
Cash & Cash Equivalents	3,288
Grants Receivable	28,805
VPK Prepayment	(4)
Property and Equipment, Net	286
Other Assets	53
 Total Assets	 <b>\$ 32,427</b>
<b>Liabilities</b>	
Accounts Payable	14,134
Advances Due to OEL & Other	17,995
VPK Prepayment	0
Accrued Expenses & Other Liabilities	(900)
 Total Liabilities	 <b>31,230</b>
<b>Net Assets</b>	
Unrestricted	599
Temporarily Restricted	598
Total Net Assets	<b>1,197</b>
 Total Liabilities and Net Assets	 <b>\$ 32,427</b>

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

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

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>5/31/2019</u>
<b>Support and revenues</b>			
Grants	\$ 0	\$ 182,821	\$ 182,821
Contributions and Other	(1)	166	165
Net Assets Released from Restrictions	<u>182,872</u>	<u>(182,872)</u>	<u>0</u>
 Total Support and Revenues	 182,871	 115	 182,986
 <b>Expenses</b>			
Early Education Services	177,054		177,054
Administration	<u>5,818</u>		<u>5,818</u>
 Total Expenses	 <u>182,872</u>	 <u>0</u>	 <u>182,872</u>
 <b>Change in Net Assets</b>	 (1)	 115	 114
 <b>Beginning Net Assets</b>	 600	 483	 1,083
 <b>Ending Net Assets</b>	 <u>\$ 599</u>	 <u>\$ 598</u>	 <u>\$ 1,197</u>

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

	<u>Early Education Services</u>	<u>Administration</u>	<u>Preliminary YTD 5/31/2019</u>
<b>Expenses:</b>			
Payroll & Employee Benefits	13,594	3,906	17,500
Direct Child Care Services	158,535	0	158,535
Contracted Services-Subrecipients	1,262	24	1,286
Dues & Subscriptions	6	69	75
Occupancy Costs	1,674	187	1,861
Telephone & Communications	304	147	450
Equipment Repair & Maintenance	1	6	7
Postage & Freight	21	25	45
Printing	78	9	87
Professional Fees	156	696	852
Travel & Transportation Expenses	158	74	232
Program Supplies	746	70	816
Meetings & Conferences	27	14	41
Insurance-General & Liability	97	8	104
Office	157	493	649
Other Administrative Costs	240	90	330
<b>Total Expenses</b>	<b>\$ 177,054</b>	<b>5,818</b>	<b>182,872</b>

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

	<b>Preliminary YTD 5/31/2019</b>
<b>Cash Flows From Operating Activities</b>	
<b>Change In Net Assets</b>	114
<b>Adjustments to reconcile change in net cash provided by</b>	
Depreciation Expense	0
(Increase) Decrease in Assets:	
Grants Receivables	(16,322)
Other Assets	(10)
VPK Prepayment	4
Increase (Decrease) in Liabilities:	
Accounts Payable-Vendors	(32)
Other Accrued Expenses & Other Payables	(1,731)
Advances Due to OEL	17,899
Advances Due to Other Grantors	0
Deferred Revenues	0
<b>Total Adjustments</b>	<b>(193)</b>
<b>Net Cash Flows From Operating Activities</b>	<b>(79)</b>
<b>Cash Flows from Investing Activities:</b>	
Purchase of furniture and equipment	
<b>Net Cash Flows From Investing Activities</b>	
Change in Cash	(79)
Cash - Beginning of Period	3,367
<b>Cash Balance End of Period</b>	<b>\$ 3,288</b>





**BUDGET VARIANCE**  
**May**  
**2019**  
*In 000'S*

School Readiness					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
State of Florida	129,241	10,582	114,669	11.28%	8.33%
<b>EXPENDITURES</b>					
Salary and Fringe	14,998	1,515	12,268	18.20%	
Child Care Services	104,203	8,623	98,612	5.37%	
Contractual Services	3,204	160	1,332	58.42%	
Occupancy	1,553	121	1,336	13.93%	
Travel/Conf/Dev	296	16	164	44.72%	
Program Activity	4,414	25	291	93.41%	
IT	326	27	351	-7.70%	
Other	248	72	256	-3.56%	
<b>TOTAL EXP</b>	<b>129,241</b>	<b>10,559</b>	<b>114,611</b>	<b>11.32%</b>	<b>8.33%</b>

VPK					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
State of Florida	58,658	4,403	51,016	13.03%	8.33%
<b>EXPENDITURES</b>					
Salary and Fringe	1,437	70	736	48.78%	
Child Care Services	56,476	4,314	48,792	13.61%	
Contractual Services	71	2	75	-5.62%	
Occupancy	124	9	107	13.39%	
Travel/Conf/Dev	13	1	6	49.61%	
Program Activity	400	1	2	99.58%	
IT	64	2	24	62.66%	
Other	73	4	1,299	-1688.09%	
<b>TOTAL EXP</b>	<b>58,658</b>	<b>4,403</b>	<b>51,041</b>	<b>12.98%</b>	<b>8.33%</b>

EARLY HEAD START					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
Office of Head Start	11,814	1,166	11,299	4.36%	8.33%
<b>EXPENDITURES</b>					
Salary and Fringe	2,827	366	3,091	-9.32%	
Child Care Services	5,875	654	6,231	-6.07%	
Contractual Services	892	24	248	72.16%	
Occupancy	1,439	48	992	31.08%	
Travel/Conf/Dev	179	31	224	-25.25%	
Program Activity	351	18	262	25.33%	
IT	124	8	114	7.40%	
Other	128	17	136	-6.36%	
<b>TOTAL EXP</b>	<b>11,814</b>	<b>1,166</b>	<b>11,299</b>	<b>4.36%</b>	<b>8.33%</b>

TCT and OTHER					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
The Children's Trust	14,771	368	4,346	70.57%	
Other	829	91	747	9.89%	
Refugee	1,050	79	785	25.22%	
Teen Parent	545	21	123	77.41%	
	<b>17,195</b>	<b>560</b>	<b>6,002</b>	<b>65.10%</b>	<b>8.33%</b>
<b>EXPENDITURES</b>					
Salary and Fringe	1,828	160	1,230	32.69%	
Child Care Services	14,065	332	3,641	74.11%	
Contractual Services	517	20	482	6.70%	
Occupancy	60	10	110	-82.93%	
Travel/Conf/Dev	101	6	77	23.11%	
Program Activity	573	1	322	43.78%	
IT	31	2	19	38.94%	
Other	20	7	39	-89.18%	
<b>TOTAL EXP</b>	<b>17,195</b>	<b>537</b>	<b>5,921</b>	<b>65.57%</b>	<b>8.33%</b>
<b>NET</b>		23	81		

TOTAL	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
State of Florida	187,899	14,985	165,685	11.82%	
Office of Head Start	11,814	1,166	11,299	4.36%	
The Children's Trust	14,771	368	4,346	70.57%	
Other	829	91	747	9.89%	
Refugee	1,050	79	785	25.22%	
Teen Parent	545	21	123	77.41%	
<b>TOTAL REVENUE</b>	<b>216,908</b>	<b>16,711</b>	<b>182,986</b>	<b>15.64%</b>	<b>8.33%</b>
<b>EXPENDITURES</b>					
Salary and Fringe	21,090	2,111	17,325	17.85%	
Child Care Services	180,620	13,922	157,276	12.92%	
Contractual Services	4,684	206	2,138	54.35%	
Occupancy	3,175	188	2,545	19.85%	
Travel/Conf/Dev	588	53	472	19.82%	
Program Activity	5,738	45	877	84.72%	
IT	545	38	509	6.63%	
Other	469	100	1,730	-269.26%	
<b>TOTAL EXP</b>	<b>216,908</b>	<b>16,665</b>	<b>182,872</b>	<b>15.69%</b>	<b>8.33%</b>
<b>NET</b>		46	114		



**Early Learning Coalition Finance Committee Meeting**

**July 31, 2019**

**Resolution: 07312019-01**

**Action Requested: Authorize the President and CEO to apply for the Preschool Development Grant Birth-Five to support the best practice implementation of child assessment.**

**Fiscal Impact: An approximate amount of \$505,719.00 for fiscal year 2019-2020 which is subject to the availability of funding.**

**Funding Source: Florida Department of Education Office of Early Learning**

**Strategic Goal:**

- Neediest Children**
- Youngest Children**
- Educate All**

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

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**RESOLUTION: 07312019-01**

**AUTHORIZE THE PRESIDENT AND CEO TO APPLY FOR THE PRESCHOOL DEVELOPMENT GRANT BIRTH-FIVE TO SUPPORT THE BEST PRACTICE IMPLEMENTATION OF CHILD ASSESSMENT.**

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 2018, the Florida Legislature passed legislation that affects School Readiness providers and the children they serve in a number of ways. The legislation allows for School Readiness providers to conduct on-going child assessments to receive a differential payment. The Office of Early Learning (OEL) has issued a School Readiness Child Assessment Guide (OEL Program Guidance 420.02, Attachment C) to assist coalitions in the development of a best practice plan to implement child assessment.

A Child Assessment Tool, as defined in OEL Program Guidance 420.02, is an Office of Early Learning approved instrument(s) used for assessing the current skills of children ages birth to kindergarten entry relative to where they should be compared to typical child development, as well as to modify teaching and learning activities to improve children's attainment of skills.

Furthermore, as part of the Preschool Development Grant Birth-Five, the Office of Early Learning has allocated \$3.2 million for local grants to Early Learning Coalitions to support child assessment implementation. This funding will be allocated based on each coalition's proportionate share of School Readiness enrollments, providers, practitioners and estimated classrooms. Of that \$3.2 million, \$505,719.00 has been set aside for the Early Learning Coalition of Miami-Dade/Monroe, Inc. The Early Learning Coalition of Miami-Dade/Monroe, Inc. must submit its plan for implementation of child assessment best practice for approval to the Office of Early Learning in order to receive the allocation detailed in this resolution request.



**Early Learning Finance Committee Meeting**

**July 31, 2019**

**Resolution: 07312019-02**

**Action Requested: Authorize the President and CEO to negotiate and execute an amendment to Contract PSA 19-19 with Pradere Manufacturing Corp.**

**Fiscal Impact: The contract amount increases by \$50,000.00, for a total contract amount not to exceed \$150,000.00 for the fiscal year 2019-2020, which is subject to the availability of funding.**

**Funding Source: 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: 07312019-02**

**AUTHORIZE THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE AN AMENDMENT TO CONTRACT PSA 19-19 WITH PRADERE MANUFACTURING CORP.**

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 July 1, 2019, the Early Learning Coalition of Miami-Dade/Monroe County, Inc. entered into a contract with Pradere Manufacturing Corp. for the provision of office furniture. The initial contract amount was \$100,000.00. The proposed amendment will increase the contract by \$50,000.00, for the improvements to the office layout of the Early Head Start location, for a total contract amount of \$150,000.00, subject to the availability of funding.



**Early Learning Coalition Finance Committee Meeting**

**July 31, 2019**

**Resolution: 07312019-03**

**Action Requested: Authorize the President and CEO to release a Request for Proposal (RFP) for Assessments and General Repairs/Improvements for Early Learning Coalition of Miami-Dade/Monroe, Inc. locations.**

**Fiscal Impact: An approximate amount of \$100,000.00 for fiscal year 2019-2020, 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: 07312019-03**

**AUTHORIZE THE PRESIDENT AND CEO TO RELEASE A REQUEST FOR PROPOSAL (RFP) FOR ASSESSMENTS AND GENERAL REPAIRS/IMPROVEMENTS FOR EARLY LEARNING COALITION OF MIAMI-DADE/MONROE, INC. LOCATIONS.**

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.

\* 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., Ocean Reef Community Foundation, The School Board of Miami-Dade County, Florida, Teenage Parent Program, Monroe County School District, Teen Parent Program, The Children's Trust.

**Background:**

The Contractor shall be responsible for performing the general contracting services described below at approximately 12 Early Learning Coalition Locations in Miami-Dade and Monroe Counties.

All work must be conducted by a Florida licensed general contractor, certified electrician, and other qualified and licensed trades in good standing, in compliance with any other requirements and certifications, and who adhere to Davis-Bacon and ADA regulations.

Except where expressly stated otherwise, the date of completion shall be the date on which work is completed, a certificate of occupancy has been issued, all permits have been closed, and when the subject property has been cleared of all construction debris generated during construction.

The Contractor is solely responsible to apply, pay for and obtain all permits required for the project including but not limited to: Building and Trade permits from (applicable state agency) for hauling equipment and any and all other City, State and Federal permits required for the execution of this contract.

**1- Early Learning Coalition Locations:**

There are approximately 12 Early Learning Coalition locations in Miami-Dade and Monroe Counties that are scheduled to receive the following services including but not limited to:

- A. Painting interior and exterior;
- B. Carpentry includes, but is not limited to, installation/replacement/removal of walls, baseboards, doors, cabinets, ceiling replacement;
- C. Electrical installation of updated receptacles, electrical boards, etc;
- D. Flooring removing, installation/repairs;
- E. Air Conditioning components
  - i. Air handler/condensing unit.
- F. New roofing and/or repairs including but not limited to:
  - ii. Soffit and fascia.
- G. Windows service/repairs/improvements

## NO EHS CHARGES MONTH OF MAY

### MAY 2019 BTA AMEX

Trans. Date	AMEX Description	Amount	ELC Description	Dist Code PAYROLL CODE

\$ -

Quarterly Breakdown - Airfare, Hotel, Car Rental	
Total Airfare May	\$ -
Total Hotel May	\$ -
Total car rental & tolls May	\$ -

**Total EHS monthly charges**                      \$ -



## JUNE 2019 BTA AMEX

Trans. Date	AMEX Description	Amount	ELC Description	Dist Code PAYROLL CODE
06/07/19	AMERICAN AIRLINES 800-433-7300 TX	\$ 834.60	Airfare for Sarahi Resendozgamez to attend PITC (Program for Infant Toddler Care) in Berkeley CA June 23-29	520EH0
06/07/19	AMERICAN AIRLINES 800-433-7300 TX	\$ 834.60	Airfare for Cecilia Narizinis to attend PITC (Program for Infant Toddler Care) in Berkeley CA June 23-29	520EH0
06/07/19	AMERICAN AIRLINES 800-433-7300 TX	\$ 834.60	Airfare for Chante Fordham to attend PITC (Program for Infant Toddler Care) in Berkeley CA June 23-29	520EH0
06/08/19	DELTA AIR LINES ATLANTA US	\$ 428.60	Airfare for Sandrina Seraphin to attend Region IV Leadership Conference in Atlanta, GA June 17-20	520EH0
06/08/19	DELTA AIR LINES ATLANTA US	\$ 428.60	Airfare for Lucretia Jones to attend Region IV Leadership Conference in Atlanta, GA June 17-20	520EH0
06/08/19	DELTA AIR LINES ATLANTA US	\$ 428.60	Airfare for Belkis Torres to attend Region IV Leadership Conference in Atlanta, GA June 17-20	520EH0
06/08/19	DELTA AIR LINES ATLANTA US	\$ 428.60	Airfare for Vanessa Bongiorno to attend Region IV Leadership Conference in Atlanta, GA June 17-20	520EH0
06/08/19	DELTA AIR LINES ATLANTA US	\$ 428.60	Airfare for Tatiana Larionova to attend Region IV Leadership Conference in Atlanta, GA June 17-20	520EH0
06/09/19	SHERATON ATLANTA SHE ATLANTA GA	\$ 779.64	Lodging at Sheraton for Belkis Leon to attend Region IV Leadership Conference in Atlanta, GA June 17-20	520EH0
06/12/19	SPIRIT SOUTH FLORIDA FL	\$ 244.58	Airfare with Spirit for Cecilia Nariznis to attend managing Comprehensive Health Services in HS & EHS Registration- NEW ORLEANS	520EH0
06/12/19	SPIRIT SOUTH FLORIDA FL	\$ 244.58	Airfare with Spirit for Priscilla M. Ferrer to attend managing Comprehensive Health Services in HS & EHS Registration- NEW ORLEANS	520EH0
06/17/19	SHERATON ATLANTA SHE ATLANTA GA	\$ 548.06	Lodging at Sheraton for Lucretia Jones to attend Region IV Leadership Conference in Atlanta, GA June 17-20	520EH0
06/17/19	SHERATON ATLANTA SHE ATLANTA GA	\$ 548.06	Lodging at Sheraton for Tatiana Larionova to attend Region IV Leadership Conference in Atlanta, GA June 17-20	520EH0

## JUNE 2019 BTA AMEX

Trans. Date	AMEX Description	Amount	ELC Description	Dist Code PAYROLL CODE
06/17/19	SHERATON ATLANTA SHE ATLANTA GA	\$ 548.06	Lodging at Sheraton for Vanessa Bongiorno to attend Region IV Leadership Conference in Atlanta, GA June 17-20	520EH0
06/17/19	SHERATON ATLANTA SHE ATLANTA GA	\$ 548.06	Lodging at Sheraton for Sandrina Seraphin to attend Region IV Leadership Conference in Atlanta, GA June 17-20	520EH0
06/22/19	SHERATON ATLANTA SHE ATLANTA GA	\$ 0.01	Lodging at Sheraton for Tatiana Larionova to attend Region IV Leadership Conference in Atlanta, GA June 17-20	520EH0

**\$ 8,107.85**

Quarterly Breakdown - Airfare, Hotel, Car Rental	
Total Airfare June	\$ 5,135.96
Total Hotel June	\$ 2,971.89
Total car rental & tolls June	\$ -

**Total EHS monthly charges      \$ 8,107.85**