



FINANCE COMMITTEE MEETING
October 1, 2020, 10:00 am
Zoom Meeting ID: 962 4119 2835

- | | | |
|------|--|-----------|
| I. | Welcome & Introductions | Bob Eadie |
| II. | Approval of Minutes | Bob Eadie |
| | A. Motion to approve minutes for August 2020 | |
| III. | Financial Statements | Bob Eadie |
| | A. School Readiness/VPK | |
| | B. Early Head Start | |
| | C. Reconciliation Project Snapshot | |
| IV. | Information Items | Bob Eadie |
| | A. Update on EFS Modernization | |
| | B. EHS Credit Card Report (no charges in August) | |
| | C. Slot Utilization | |
| | • Miami Dade County | |
| | • Monroe County | |
| | • Title V | |
| V. | Public Comments | Bob Eadie |
| VI. | 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
August 27, 2020; 10:00 AM
Zoom Meeting ID: 943 4965 8941

Committee Attendees: Adrian Alfonso; Gilda Ferradaz; Chuck Mohr; Bob Eadie; Alex Soto

Absent Committee:

Staff Attendees: Evelio Torres; Alex Sanchez; Sandra Gonzalez; Lisney Badillo; Lissandra Curbelo; Mercy Castiglione; Fiorella Altare-Christie; Jacqueline Olio; Belkis Torres; Victor Caballero; Juan Castillo; Fred Hicks

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 C. Mohr.
- Motion seconded by A. Alfonso.
- Motion unanimously passed.

III. Financial Statements **Bob Eadie**

- M. Castiglione stated that the June financials were still in process and should be completed by the end of the month. July's financials were presented and it is business as usual. This is the first month reflecting the provider rate increase and the ELC continues to pay on enrollment not attendance.
- V. Caballero presented, the reconciliation snapshot which reflected that 100% of the letters have been mailed out to providers. Once the providers approve of the amount owed, the payment plans begin. OEL has agreed to postpone the beginning of these payment plans until January. Once repayment begins in January, providers will have a year to reimburse the coalition.

IV. Resolutions **Bob Eadie**

- Resolution 08272020-01 Authorize the President and CEO to request a carryover balance from unused 2019-2020 One-time Supplemental in Response to Coronavirus Disease 2019 (COVID-19) funds to use in fiscal year 2020-2021 for continued support in mitigating the spread of COVID-19 in Early Head Start childcare centers.



- Motion to approve the resolution C. Mohr.
- Motion seconded by G. Ferradaz.
- Motion unanimously passed.

V. Information Items

Bob Eadie

- B. Eadie stated that there were no charges on the EHS credit card report.
- F. Hicks gave a brief update on EFS Mod and stated that there have not been many new modules and OEL has focused on data accuracy.
- E. Torres stated that from the Strategic Planning retreat there came an initiative to have a Monroe County Needs Assessment. ELC will begin a request for quotes.
- E. Torres stated that there is no waitlist in Miami-Dade and Monroe Counties.

VI. Public Comment

Bob Eadie

VII. Adjourn

Bob Eadie

DRAFT

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Financial Position

(In thousands \$000)

	Unaudited As of 8/31/2020
Assets	
Cash & Cash Equivalents	17,582
Grants Receivable	37,559
VPK Prepayment	2,760
Property and Equipment, Net	608
Other Assets	61
 Total Assets	 \$ 58,571
Liabilities	
Accounts Payable	27,140
Advances Due to OEL & Other	23,244
VPK Prepayment	717
Accrued Expenses & Other Liabilities	5,316
 Total Liabilities	 56,418
Net Assets	
Unrestricted	1,492
Temporarily Restricted	661
Total Net Assets	2,153
 Total Liabilities and Net Assets	 \$ 58,571

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Activities
(In thousands \$000)

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>8/31/2020</u>
Support and revenues			
Grants	\$ 0	\$ 45,410	\$ 45,410
Contributions and Other	0	0	0
Net Assets Released from Restrictions	<u>45,419</u>	<u>(45,419)</u>	<u>0</u>
 Total Support and Revenues	 45,419	 (9)	 45,410
 Expenses			
Early Education Services	43,994		43,994
Administration	<u>1,424</u>		<u>1,424</u>
 Total Expenses	 <u>45,419</u>	 <u>0</u>	 <u>45,419</u>
 Change in Net Assets	 0	 (9)	 (9)
 Beginning Net Assets	 1,492	 670	 2,162
 Ending Net Assets	 <u>\$ 1,492</u>	 <u>\$ 661</u>	 <u>\$ 2,153</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 8/31/2020</u>
Expenses:			
Payroll & Employee Benefits	1,912	936	2,848
Direct Child Care Services	29,994	0	29,994
Contracted Services-Subrecipients	58	0	58
Dues & Subscriptions	4	64	68
Occupancy Costs	197	37	234
Telephone & Communications	43	50	94
Equipment Repair & Maintenance	0	0	0
Postage & Freight	1	5	5
Printing	9	1	10
Professional Fees	23	92	115
Travel & Transportation Expenses	0	0	0
Program Supplies	1,506	0	1,506
Meetings & Conferences	2	1	3
Insurance-General & Liability	111	19	130
Office	25	208	233
Other Administrative Costs	10,109	12	10,121
Total Expenses	\$ 43,994	1,424	45,419

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

	Preliminary YTD 8/31/2020
Cash Flows From Operating Activities	
Change In Net Assets	(9)
Adjustments to reconcile change in net cash provided by	
Depreciation Expense	0
(Increase) Decrease in Assets:	
Grants Receivables	(3,571)
Other Assets	55
VPK Prepayment	(2,760)
Increase (Decrease) in Liabilities:	
Accounts Payable-Vendors	(7,415)
Other Accrued Expenses & Other Payables	308
Advances Due to OEL	22,407
Advances Due to Other Grantors	650
Deferred Revenues	0
Total Adjustments	9,674
Net Cash Flows From Operating Activities	9,665
Cash Flows from Investing Activities:	
Purchase of furniture and equipment	
Net Cash Flows From Investing Activities	
Change in Cash	9,665
Cash - Beginning of Period	7,917
Cash Balance End of Period	\$ 17,582



BUDGET VARIANCE
August
2020
In 000'S

School Readiness					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	154,577	14,573	41,261	73.31%	83.33%
EXPENDITURES					
Salary and Fringe	15,855	1,180	2,168	86.33%	
Child Care Services	114,427	12,546	26,538	76.81%	
Contractual Services	3,204	29	132	95.88%	
Occupancy	2,585	188	372	85.60%	
Travel/Conf/Dev	228	3	10	95.62%	
Program Activity	17,515	450	11,562	33.99%	
IT	436	101	172	60.67%	
Other	327	76	308	5.77%	
TOTAL EXP	154,577	14,573	41,261	73.31%	83.33%

VPK					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	56,037	736	1,640	97.07%	83.33%
EXPENDITURES					
Salary and Fringe	1,437	73	180	87.49%	
Child Care Services	53,883	520	666	98.76%	
Contractual Services	71	2	7	90.03%	
Occupancy	124	15	33	73.02%	
Travel/Conf/Dev	13		1	94.73%	
Program Activity	372			100.00%	
IT	64	7	21	67.06%	
Other	73	118	732	-907.22%	
TOTAL EXP	56,037	736	1,640	97.07%	83.33%

EARLY HEAD START					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
Office of Head Start	10,685	724	1,696	84.12%	83.33%
EXPENDITURES					
Salary and Fringe	3,186	180	434	86.39%	
Child Care Services	6,042	497	1,089	81.98%	
Contractual Services	409	5	29	92.96%	
Occupancy	167	20	58	65.40%	
Travel/Conf/Dev	90		20	78.22%	
Program Activity	110		17	84.84%	
IT	26	18	32	-26.06%	
Other	657	3	19	97.06%	
TOTAL EXP	10,685	724	1,696	84.12%	83.33%

TCT and OTHER					
Category	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
The Children's Trust	9,880	444	726	92.65%	
Other	80		12	84.43%	
Refugee	920	24	74	91.97%	
Teen Parent	45			100.00%	
	10,925	468	812	92.57%	83.33%
EXPENDITURES					
Salary and Fringe	656	19	39	94.09%	
Child Care Services	10,095	450	749	92.58%	
Contractual Services	20	1	5	74.58%	
Occupancy	120	5	7	93.83%	
Travel/Conf/Dev					
Program Activity	28		16	40.96%	
IT	1	2	3	-192.78%	
Other	5		1	75.79%	
TOTAL EXP	10,925	477	821	92.48%	83.33%
NET		-9	-9		

TOTAL	Budget	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
REVENUE					
State of Florida	210,613	15,310	42,901	79.63%	
Office of Head Start	10,685	724	1,696	84.12%	
The Children's Trust	9,880	444	726	92.65%	
Other	80		12	84.43%	
Refugee	920	24	74	91.97%	
Teen Parent	45			100.00%	
TOTAL REVENUE	232,223	16,502	45,410	80.45%	83.33%
EXPENDITURES					
Salary and Fringe	21,134	1,453	2,820	86.66%	
Child Care Services	184,447	14,013	29,042	84.25%	
Contractual Services	3,704	37	173	95.33%	
Occupancy	2,995	228	471	84.28%	
Travel/Conf/Dev	330	3	31	90.75%	
Program Activity	18,024	450	11,595	35.67%	
IT	527	128	227	56.81%	
Other	1,061	198	1,060	0.07%	
TOTAL EXP	232,223	16,511	45,419	80.44%	83.33%
NET		-9	-9		

2018 - 2019 Reconciliations Agreed Upon by Provider 9/28/2020 Snapshot

Overpaid Providers Recap

Overpaid Providers	
Paid Full Amount	4
Accepted Amount/Repayment Plan	50
Disputed Amount	172
Awaiting Approval for Extension	7
Pending - Open Providers	468
Pending - Closed Providers	100
Total	801

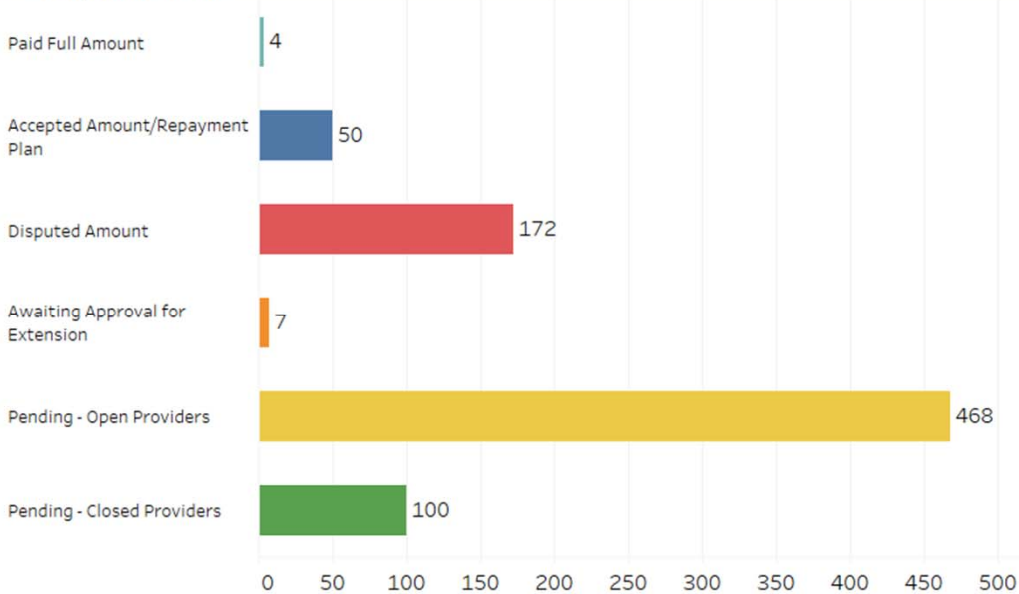
Underpaid Providers Recap

Underpaid Providers	
Paid	113
Accepted Amount*	34
Disputed Amount	27
Pending	0
Total	174

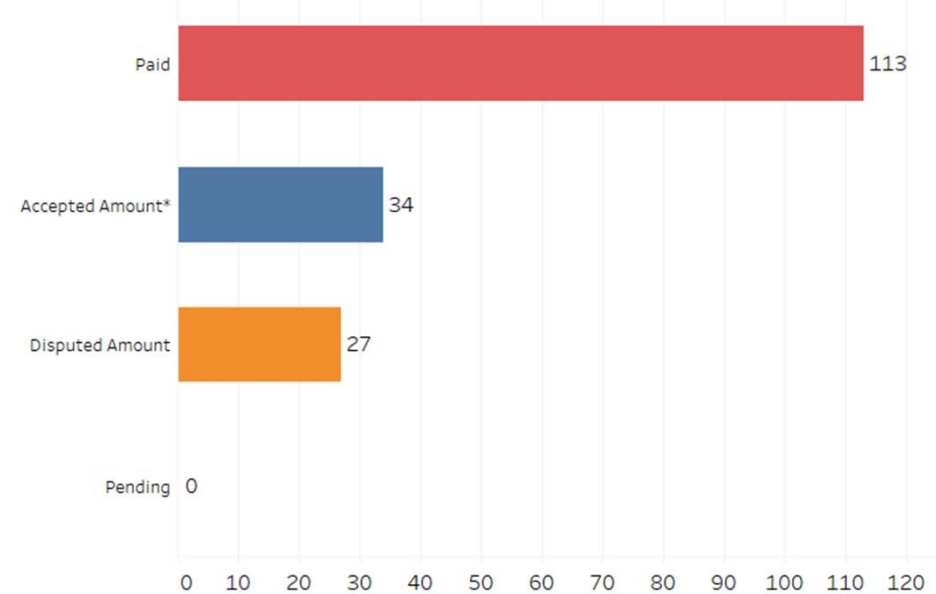
Average Amount Owed to ELC: \$ 29,332 Median Amount Owed to ELC: \$ 18,053

** These providers are pending review for payment.*

Overpaid Providers



Underpaid Providers



Closed Providers

Closed in:	Number of Providers	
	Underpaid	Overpaid
18-19	-	40
19-20	-	55
20-21	-	5
TOTAL	0	100

- The Coalition will make several attempts to contact the provider via:
 - Emails
 - Phone Calls
 - Certified Mail
- If the Coalition is unable to make contact with the closed provider:
 - The Coalition will submit proof of failed attempts (i.e. emails, returned mail, etc.) to the Office of Early Learning (OEL)
 - If OEL determines that the Coalition exercised their due diligence to collect the overpayment and was unsuccessful, OEL will reimburse the Coalition for the uncollected balance.

Providers Requesting an Extended Payment Plan as approved by the Office of Early Learning (OEL)

When a provider agrees to their reconciliation amount, the Coalition then proceeds to offer a payment plan.

- **The default payment plan offered is a 12-month plan.**
- **If the provider cannot manage a 12-month plan, then the negotiation process commences.**
 - If the provider proposes an extended payment plan, the Coalition reviews their 2019-2020 check register:
 - If the proposed repayment is **greater than 20%** of the provider's average monthly reimbursement, the Coalition will send the request up to OEL for approval.
 - If the proposed repayment is **less than 20%** of the provider's average monthly reimbursement, the Coalition will attempt to restructure the provider's payment plan to meet a reasonable term length

If the Coalition is unsuccessful at tailoring a payment plan, the Coalition will seek guidance from OEL.

OEL requirements for extension requests:

- Provider's 2019-2020 check register
- OEL Repayment Approval Checklist Form
- Email confirmation from provider agreeing to payment plan

Early Learning Coalition of Miami-Dade/Monroe

School Readiness Slot Utilization Snapshot - Miami-Dade

August 2020

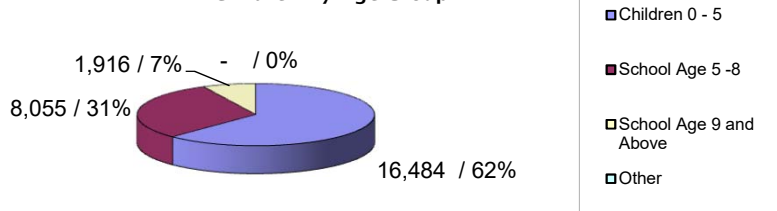
as of 9/21/2020

(all dollar amounts in thousands '000)

Children Served	Amount
Total actual paid - YTD	23,571
Total actual paid - August 2020	22,558
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 10,414
Total cost (in thousands) (incl match)	\$ -
	\$ 11,605
Change month over month	
Total Net Increase(decrease) children	273
Monthly Activity	Amount
Beginning Census	22,285
NET Increase/(Decrease)	273
Total	22,558
Current Data	
Enrolled As of Sep 22, 2020	18,477
Projected Paid for September (96% of enrolled)	17,738
SR applications in the Queue	
Ages 0-5	136
Ages 6-9	17
Ages 10-13	7
VPK Enrolled As of Sep 22, 2020	
Regular	10,417
Summer	-
SISP	-
VPK Total Actual Paid - August 2020	
SISP	9
Regular	7,000
Summer	54
VPK Total Actual Paid - YTD	
SISP	10
Regular	7,000
Summer	111

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
AT Risk (BG1)	4,479	19.74%	\$2,317.42	19.97%
Income Eligible (BG8)	17,622	77.66%	\$9,001.05	77.56%
Florida One Parent	-	0.00%	\$ -	0.00%
Transitional Child Care (BG5)	291	1.28%	\$144.57	1.25%
Work Force Development (BG3x)	299	1.32%	\$141.66	1.22%
CCEP (Purchasing Pool) (CCPP)	-	0.00%	\$0.00	0.00%
ARRA	-	0.00%	\$ -	0.00%
BGSNT	-	0.00%	\$ -	0.00%
BGCSD&BGCSO	-	0.00%	\$0.00	0.00%
Total	22,691	100%	\$11,604.70	100%
Minus 133 Overlap	22,558			
GOLD SEAL			\$1,190.35	10.26%
			\$ -	
			\$ -	
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving Service	% of Total	Amount-\$	% of Total
Infant	2,878	12.76%	\$1,606.14	13.84%
Toddler	3,005	13.32%	\$1,606.06	13.84%
Three Year Old	3,721	16.50%	\$1,873.26	16.14%
Pre-School	6,880	30.50%	\$3,349.86	28.87%
	<i>Sub-Total</i>	<i>16,484</i>	<i>\$8,435.32</i>	<i>72.69%</i>
School Age: 6 yrs	2,050	16.28%	\$913.62	7.87%
School Age: 7 yrs	1,623	12.89%	\$708.16	6.10%
School Age: 8 yrs	1,316	10.45%	\$578.40	4.98%
Unduplicated School Age: 5 - 8 yrs**	8,055	63.98%	\$2,341.35	20.18%
School Age: 9 yrs and above	1,916	15.22%	\$828.02	7.14%
School Age (Duplicated)	1	0.01%	\$0.00	0.00%
School Age (Unduplicated)	9,970	44.20%	\$3,169.38	27.31%
Other	-	0.00%	\$0.00	0.00%
	<i>Sub-Total</i>	<i>9,970</i>	<i>\$3,169.38</i>	<i>27.31%</i>
Total	22,558	117%	\$11,604.70	100%

Children By Age Group



**There are 3067 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

School Readiness Slot Utilization Snapshot - Monroe

August 2020

(all dollar amounts in thousands '000)

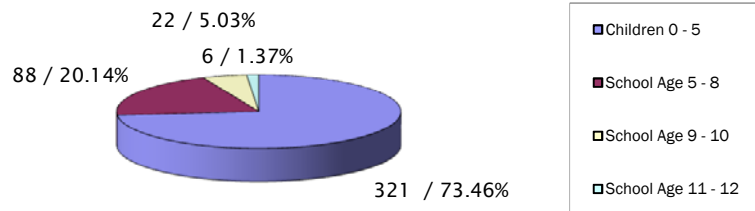
as of 9/21/2020

Children Served	Amount
Total actual paid - August 2020	393
Net Slot Payment and Gold Seal	\$ 193
Match (BG8 and CCEP)	\$ -
Total cost (in thousands) (incl match)	\$ 201
Change month over month	
Total Net Increase(decrease) children	(19)
Monthly Activity	Amount
Beginning Census	412
Net Increase/(Decrease)	(19)
Total	393

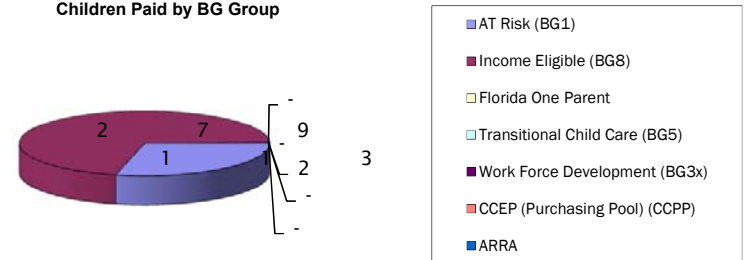
Current Data	
Enrolled As of Sep 22, 2020	331
Projected Paid for September (96% of enrolled)	318
SR applications in the Queue	
Ages 0-5	0
Ages 6-9	0
Ages 10-13	0
VPK Enrolled as of Sep 22, 2020	262
VPK Total Actual Paid - August 2020	129

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving % of Service	Total	Amount	% of Total
Type				
AT Risk (BG1)	113	28.68%	\$58.24	28.92%
Income Eligible (BG8)	279	70.81%	\$142.41	70.70%
Florida One Parent	-	0.00%	\$ -	0.00%
Transitional Child Care (BG5)	-	0.00%	\$0.00	0.00%
Work Force Development (BG3x)	2	0.51%	\$0.77	0.38%
CCEP (Purchasing Pool) (CCPP)	-	0.00%	\$0.00	0.00%
ARRA	-	0.00%	\$0.00	0.00%
Total	394	100%	\$201.42	100%
Minus 1 Overlap	393			
GOLD SEAL	-	-	\$8.61	4.28%
BGCSD+BGCSO	-	0.00%	-	0.00%
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving % of Service	Total	Amount-\$	% of Total
Infant	74	16.78%	\$41.78	20.74%
Toddler	63	14.29%	\$36.81	18.28%
Three Year Old	76	17.23%	\$41.57	20.64%
Pre-School	108	24.49%	\$42.05	20.88%
<i>Sub-Total</i>	<i>321</i>	<i>72.79%</i>	<i>\$162.22</i>	<i>80.54%</i>
School Age: 6	27	6.12%	\$10.80	5.36%
School Age: 7	22	4.99%	\$7.59	3.77%
School Age: 8	12	2.72%	\$4.93	2.45%
School Age: 5 - 8**	88	19.95%	\$26.98	13.39%
School Age: 9 - 10	22	4.99%	\$8.91	4.42%
School Age: 11 - 12	6	1.36%	\$2.71	1.35%
School Age: Other Age	4	0.91%	\$0.60	0.30%
School Age Total	120	27.21%	\$39.20	19.46%
Other	-	0.00%	\$ -	0.00%
<i>Sub-Total</i>	<i>120</i>	<i>27.21%</i>	<i>\$39.20</i>	<i>19.46%</i>
Total	441	100%	\$201.42	100%
Minus 48 Overlap	393			

Children By Age Group



Children Paid by BG Group



Early Learning Coalition of Miami-Dade/Monroe

DCF Title V Slot Utilization Snapshot - Miami-Dade

August 2020

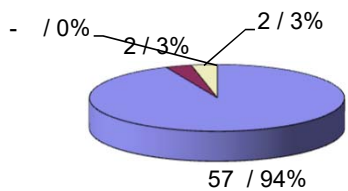
as of 9/21/2020

(all dollar amounts in thousands '000)

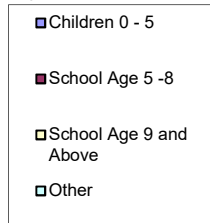
Children Served	Amount
Total actual paid - YTD	65
Total actual paid - August 2020	56
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 26
	\$ -
Total cost (in thousands) (incl match)	\$ 29
Change month over month	
Total Net Increase(decrease) children	(6)
Monthly Activity	Amount
Beginning Census	62
NET Increase/(Decrease)	(6)
Total	56
Current Data	
Enrolled As of Sep 22, 2020	30
Projected Paid for September (96% of enrolled)	29

Eligibility Breakdown	Children Paid by Billing Group		Dollars Paid by Billing Group	
	Receiving Service	% of Total	Amount*	% of Total
V	56	100.00%	\$29.48	100.00%
Total	56	100%	\$29.48	100%
Minus 0 Overlap	56			
GOLD SEAL			\$3.41	11.58%
	-		\$ -	
			\$ -	
Age Break Down	All Eligible Clients-Paid		Dollars Paid by Age Category	
Type	Receiving Service	% of Total	Amount-\$	% of Total
Infant	29	47.54%	\$16.00	54.25%
Toddler	16	26.23%	\$6.46	21.92%
Three Year Old	5	8.20%	\$2.18	7.39%
Pre-School	7	11.48%	\$3.87	13.14%
<i>Sub-Total</i>	57	93.44%	\$28.51	96.71%
School Age: 6 yrs	2	3.28%	\$0.64	2.16%
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**	2	3.28%	\$0.64	2.16%
School Age: 9 yrs and above	2	3.28%	\$0.33	1.13%
School Age Total Includes 0 Overlap	4	6.56%	\$0.97	3.29%
School Age (Unduplicated)	4	6.56%	\$0.97	3.29%
Other	-	0.00%	\$0.00	0.00%
<i>Sub-Total</i>	4	6.56%	\$0.97	3.29%
Total	61	100%	\$29.48	100%
Minus 5 Overlap	56			

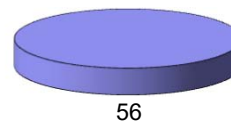
Children By Age Group



**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.