



Provider Services Committee Meeting  
March 26, 2020; 2:00 PM  
Via Conference Call

**Committee Attendees:** Rick Beasley, Loreen Chant, Abilio Rodriguez, Jenni Roig

**Absent Committee Member:**

**Staff Attendees:** Evelio Torres; Fiorella Altare-Christie; Jackye Russell; Vanessa Aguilera; Jose Hernandez; Sandra Gonzalez; Angelo Parrino

**General Attendees:** Bob de la Fuente; Tina Meadows; Pastor Dwayne Richardson; Merline Pierre

**I. Welcome and Introductions** **Rick Beasley**

**II. Approval of Minutes** **Rick Beasley**

- Motion to approve by J. Roig.
- Motion seconded by L. Chant
- Motion unanimously passed.

**III. Grace Christian Preparatory** **Bob de la Fuente**

- B. de la Fuente stated that Grace Christian Preparatory liability policy was due to expire 1/25/2020. During an internal audit on 01/24/2020, Luis Olivas, Quality Assurance Specialist, contacted the insurance company Kirstein Insurance Services and spoke to Insurance Agent Maria Montante. Ms. Montante confirmed the Provider's policy was canceled on 5/27/2019 due to non-payment of premium. On 01/27/2020 Diamond Landers, Office Manager provided clarification advising cancellation was sent to the Provider on 05/24/2019 via USPS mail from the finance carrier with effective date: 05/27/2019. Ms. Landers advised "Unfortunately during this time our system had an update failure which resulted in the policy not reflecting as cancelled". On 1/28/2020, the Provider submitted the renewed liability policy. Provider has a gap from 5/27/2019-1/28/2020



- T. Meadows stated that she had secondary policy were the ELC was the certificate holder the problem began when they changed the name of school. R. Beasley asked if the ELC was notified of the name change. T. Meadows responded that her contract manager told her to call her when the name change was complete as it can take a long time with having to complete food inspections, fire inspection, etc. R. Beasley stated that the policy was canceled in May. T. Meadows stated that the children were covered because they had another policy. R. Beasley asked if that information was sent to the ELC. T. Meadows stated that it was not because the contract manager told her to hold off until everything was in order. T. Meadows stated that there was a mix up with the insurance agency and they are now on automatic payment so a lapse would not occur again. B. de la Fuente stated that ELC staff has not received anything in reference to second insurance; do not know if they cover different centers. L. Chant suggested tabling the motion pending T. Meadows submitting the proof of insurance. J. Roig agreed with the recommendation. R. Beasley stated that the motion will be tabled so ELC staff can review claims if provider is correct then dismissed if not then it will be brought back to the committee. R. Beasley stated that all the documents must be given into ELC staff within month.

#### **IV. Greater Love Full Gospel Baptist Church**

**Bob de la Fuente**

- B. de la Fuente stated that Greater Love Full Gospel Baptist Church presented to ELT for a gap in Religious Exemption Licensure. The decision was to place the Provider on a Corrective Action Plan (“CAP”). The CAP term began 8/27/2019 and ended 2/27/2020. Provider’s liability policy was due to expire 2/14/2020. On 1/27/2020, Luis Olivas, Quality Assurance Specialist, contacted the insurance company Nolan Jackson, Jr. & Associates, Inc. and spoke to Insurance Agent Nolan Jackson, Jr. Mr. Jackson confirmed the policy was cancelled on 12/15/2019 due to non-payment of premium. On 1/29/2020, Provider submitted a new liability policy with effective dates of 1/27/2020 – 1/27/2021. Provider has a gap from 12/15/2019 - 1/27/2020
- B. de la Fuente stated that the provider had paid an additional amount of money to remove the gap in insurance. D. Richardson stated that he learned about the gap after contacted him. D. Richardson stated that in 12 years he had never had a gap. D. Richardson explained that in November 2019 he asked the insurance agent to search for new company because the current one wanted quarterly payments, during the process there was a lapse. D. Richardson stated that the childcare center remains open during the coronavirus pandemic and urged the committee to place them on a CAP. E. Torres stated that staff would change their recommendation to a CAP.
- After reviewing all documents and hearing the providers’ testimony, the committee, voted to place the provider on a six month Corrective Action Plan. If the provider receives



any class 1 or 2 violation or lapses in insurance during the CAP period, they could be terminated and have eligibility revoked for 5 years.

- Motion to approve by L. Chant.
- Motion seconded by J. Roig.
- Motion unanimously passed.

**V. Learning Playhouse Academy**

**Bob de la Fuente**

- B. de la Fuente stated that Learning Playhouse Academy would appear before the committee next month.

**VI. Garden of Light Academy**

**Bob de la Fuente**

- B. de la Fuente stated that Garden of Light Academy liability policy was due to expire 4/25/2020. During an internal audit on 01/23/2020, Luis Olivas, Quality Assurance Specialist, contacted the insurance company, Eagle Insurance Agency; and spoke to Insurance Agent Trace Cox. Ms. Cox confirmed the policy was canceled on 10/15/2019 due to non-payment of premium. On 1/29/2020, Provider submitted a new liability policy with effective dates of 01/28/2020 – 01/28/2021. Provider has a gap in insurance from 10/15/2019- 01/28/2020.
- M. Pierre stated that she received call from ELC and that is when she found out about lapse. M. Pierre stated that she had various family issues and had to travel to Boston. M. Pierre stated that she left staff member in charge of the daily business matters but the staff member had not opened or read the letters from the insurance company. M. Pierre stated that when she received the call from the ELC she took care of the matter immediately. M. Pierre stated that she wanted the BOD to know that she understood the importance of having liability insurance and had insurance before contracting with the ELC. M. Pierre stated that she had no choice but to get a new policy and put it on automatic payment so it does not reoccur. R. Beasley asked if she did not know that the insurance was expired until ELC called. M. Pierre stated that the insurance company did send letters but staff overlooked them. E. Torres asked if there were new provisions in place, in case she would need to leave town. M. Pierre stated that they are no under automatic payments and has placed on her calendar which she has with her at all times. E. Torres stated that staff has changed recommendation to a CAP.
- After reviewing all documents and hearing the providers' testimony, the committee, voted to place the provider on a six month Corrective Action Plan. If the provider receives any class 1 or 2 violation or lapses in insurance during the CAP period, they could be terminated and have eligibility revoked for 5 years.



- Motion to approve by L. Chant.
- Motion seconded by J. Roig.
- Motion unanimously passed.

**VII. Public Comments**

**Rick Beasley**

**VIII. Adjourn**

**Rick Beasley**

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