



Provider Services Committee Meeting
November 21, 2019; 2:00 PM
ELC Board Room

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

Absent Committee Member:

Staff Attendees: Evelio Torres; Angelo Parrino; Lisa Sanabria; Ileana Vallejo; Vanessa Aguilera; Aileen Gonzalez; Jackye Russell; Amy Tongson; Paloma Barcena; Miguel Alfonso; Josh Garcia; Kristine Gregory; Fiorella Christie; Lisney Badillo; Johnetta Nuby; Sandra Gonzalez; Victor Caballero

General Attendees: Bob de la Fuente; Cesar Varacela; Blanca Alvarez; Celia Gonzalez; Angela Fogle; Ben Hetfeld

I. Welcome and Introductions

Rick Beasley

II. Approval of Minutes

Rick Beasley

- Motion to approve by L. Chant.
- Motion seconded by A. Rodriguez.
- Motion unanimously passed.

III. Magic Moments Child Care & Preschool

Bob de la Fuente

- B. de la Fuente stated that Magic Moments Child Care & Preschool the provider's general liability policy expired 8/13/2019. On 9/19/2019, Provider submitted a renewed policy effective 9/16/2019 and stated they switched insurance companies.
- B. Alvarez stated that the provider spoke to the insurance provider in August and they were going to send a quote at that time, after several calls seeking information, the company never sent quote. B. Alvarez stated that they contacted the owner of agency because of the delay and were told that she would take care of it. On 08/16, they received the last page of the contract to sign but were unable to see the complete contract. The provider asked the insurance provider to send the complete contract and again were promised that they would receive it. Once the complete contract was received the policy had increased drastically, after speaking to the insurance provider, they were promised a new quote. This quote was never sent to them and the insurance provider was unresponsive. The provider attempted to call the insurance company directly but were told that all information need to come through the agency. After that day, they began looking for a new agency. The provider found two agencies that came out



to inspect and on 09/13 signed a new contract and on 09/16 received the insurance. B. Alvarez stated that in 15 years in business this had never happened.

- After reviewing all documents and hearing the providers' testimony, the committee, voted to place the provider on a six month Corrective Action Plan. The provider must submit insurance verification monthly. The provider will return monies received during the time insurance was lapsed. In addition, if the provider receives any class 1 or 2 violation or lapses in insurance during the CAP period, they void the right to appeal and will have eligibility revoked for 5 years.
 - Motion to approve by A. Rodriguez.
 - Motion seconded by L. Chant.
 - Motion was not unanimously as R. Beasley did not agree.

IV. Celia Gonzalez Family Day Care Home

Bob de la Fuente

- B. de la Fuente stated that Celia Gonzalez Family Day Care Home - Per the insurance company, the general liability policy was canceled on 06/28/2019 due to non-payment. After the provider requested a hearing, supporting documentation of a liability insurance were submitted with an effective date of 10/19/2019 -10/19/2020, resulting in a 4-month gap.
- R. Beasley stated that this provider had no SR or VPK children when this occurred. E. Torres stated that the providers must have insurance from moment they signed the contract regardless of the amount of children attending the center.
- L. Chant stated that this was a new provider and they immediately violate the contract and this is not a good contract for the ELC.
- A. Rodriguez stated that due to having no children there is no income to pay for insurance.
- R. Beasley asked when was the contract executed; V. Aguilera responded that it was in June.
- After reviewing all documents and hearing the providers' testimony, the committee, voted to terminate the current contract with no revocation. In order to reapply the provider must attend The Business and Leadership Institute for Early Learning.
 - Motion to approve by L. Chant.
 - Motion seconded by J. Roig.
 - Motion unanimously passed.



V. Gentle Hugz Preschool and Childcare

Bob de la Fuente

- B. de la Fuente stated that Gentle Hugz Preschool and Childcare on 10/09/2019, the insurance carrier confirmed that provider had a lapse in coverage between 7/23/2019 - 08/21/2019 due to non-payment. On 10/08/2019, Provider provided an updated General Liability policy with a new effective date of 08/22/2019- 08/22/2020.
- B. de la Fuente stated that staff had changed their recommendation to place the provider on CAP, they verified with the insurance company and the provider did not receive payment book due to this they are now on auto pay.
- After reviewing all documents and hearing the providers' testimony, the committee, voted to place the provider on a six month Corrective Action Plan. The provider will return monies received during the time insurance was lapsed. In addition, if the provider receives any class 1 or 2 violation or lapses in insurance during the CAP period, they void the right to appeal and will have eligibility revoked for 5 years.
 - Motion to approve by A. Rodriguez.
 - Motion seconded by L. Chant.
 - Motion unanimously passed.

VI. The Children's Place Child Care

Bob de la Fuente

- B. de la Fuente stated that The Children's Place Child Care the providers liability policy was due to expire 3/13/2019, when staff reached out to the insurance company they confirmed the Provider canceled the policy on 5/3/2018. Provider renewed insurance on 4/12/2019.
- B. Hetfeld stated that the provider received an email stating insurance had been canceled but had made all payments. It was discovered that the bookkeeper delegated to make these payments had misdirected the payments.
- The committee requested extra documentation before voting. The provider was given a week to turn in the evidence. They will be seen at the next meeting.

VII. The Teaching Heart Foundation

Bob de la Fuente

- B. de la Fuente stated that The Teaching Heart Foundation had a gap in liability coverage from 8/10/2019 to 10/6/2019. On 10/3/2019, Provider was asked to submit a copy of the certificate of insurance with the ELC revised suite number and copied the insurance company. On 10/10/2019, the insurance company confirmed the policy was cancelled effective 8/9/2019. On 10/11/2019, The Provider submitted a certificate of insurance with an effective date of 10/7/2019 and ending 10/7/2020 under a different insurance company.



- The provider stated that they are new providers learning along the way, working with different companies to get a better rate, 90% in foster homes or live in shelters. As a result of not receiving payments on time Paid the policy in full.

VIII. Corrective Action Plan Proposal

Bob de la Fuente

- B. de la Fuente stated that the Policy recommendation is if the gap exceeds 30 days it will be sent to the committee, under 30 days ELT will place the provider on a CAP with the stipulation that they cannot get any violations or lapse in insurance.

IX. Public Comments

Rick Beasley

X. Adjourn

Rick Beasley