



# Minutes

Board of Directors Meeting  
March 6<sup>th</sup>, 2017; 10:00 a.m.  
Murray Nelson Government Center  
102050 Overseas Highway  
Key Largo, FL 33037

**Board Attendees:** Adrian Alfonso (chair); Theresa Axford; Rick Beasley; Shaleen Fagundo; Robert Eadie; David Lawrence Jr; Gilda Ferradaz; Alan Eckstein; Dr. Mara Zapata; Gladys Montes; Loreen Chant; J. Abilio Rodriguez; Gerald Schwartz; Matthews Bruno; Philip Gassman (via conference call), James Haj; Dr. Judy Schaechter (via conference call); Russell Benford; Heather Carruthers; Marisol Diaz (via conference call)

**Board Absentees:** Dr. Tina Carroll-Scott; Alexander Soto (Excused)

**Staff Attendees:** Evelio Torres (President/CEO); Lisa Sanabria; Jackye Russell; Mercy Castiglione; Fiorella Altare; Dr. Anabel Espinosa; Michelle Meilan; Sandra Gonzalez; Wilfredo Ayala; Milton Silvera; Lydia Clarke; Victor Caballero; Angelo Parrino; Pamela Hollingsworth; Tamara Garcia; Diana Lane; Mary Williams; Ileana Vallejo; Yusneli Martinez; Yrma Aldana

**General Attendees:** Santiago Echemendia (Board Counsel); Daniela Foerch (FIU); Jackie Romillo (Citrus Health); Victoria Chirighin (Devereux); Julienne Barham (Devereux)

## I. Welcome and Introductions

**Adrian Alfonso**

- A. Alfonso called the meeting to order and welcomed everyone.
- L. Sanabria called roll and a quorum was established with nineteen (18) voting members.
- A. Alfonso thanked Mary Williams On behalf of the board for her hard work and dedication to the Early Learning Coalition. A. Alfonso stated that Mary is the managing director for Monroe County and will be retiring this month. She has been a tremendous asset to the coalition and will be missed, but fortunately she has agreed to remain on staff part-time. The staff had a nice recognition breakfast for her in Key West with the community partners where everyone had an opportunity to say some nice things and wish Mary well. A. Alfonso asked M. Williams to say a few words
- A. Alfonso stated that on Friday, March 17, 2017, the Early Learning Coalition will have its annual celebration of Children’s Week at the Miami Children’s Museum. Deputy Mayor Russell Benford will be there presenting a proclamation from the Mayor office declaring March 17, 2017 the official celebration day of Children’s Week.
- A. Alfonso asked everyone to join him to ‘unplug and connect’ on Tuesday, March 21st from 6:00pm-8:00pm at Anthony’s Coal Fire Pizza in Coral Gables. A. Alfonso stated to bring your family and take the pledge to put down your phones and connect with your loved ones. A. Alfonso stated that if you mention the Early Learning Coalition or the Early Learning Children’s Foundation, 20% of your tab will be returned to the Foundation.

## II. Approval of Minutes

**Adrian Alfonso**

- A. Alfonso called for the approval of the meeting minutes from December, 2016.



- M. Zapata moved to approve the minutes.
- H. Carruthers seconded the motion.
- Motion was passed unanimously.

### III. Audit Committee Report

**Adrian Alfonso**

- A. Alfonso stated that the Audit Committee met on March 1st and welcomed two new committee members Ileana Alvarez from Vizcaino, Zomerfeld firm and David Kadar from Finance Consulting Services.
- A. Alfonso stated that Octavio Verdeja gave an overview of the independent auditors' report and it was a clean audit.
  - Motion to approve the audit report by B. Eadie.
  - Motion seconded by R. Beasley.
  - Motion was unanimously passed.
- A. Alfonso stated that V. Caballero will give a brief report on the process and actions of Loss Prevention in order to recoup monies from parents and providers who have committed fraud.
  - V. Caballero stated that Loss Prevention collects funds directly from the parents who have committed the fraud because if turned over to the state and if the case is accepted it may take a year to prosecute.
  - V. Caballero stated that they build cases, collect and then send the funds to OEL. ELC will receive money only if it goes through court system.
  - D. Lawrence requesting to see the names of the individuals defrauding the state.
  - G. Ferradaz posed the question, are they intentional fraud? V. Caballero stated that in some cases the fraud is committed due to misinformation.
  - S. Echemendia stated that if the ELC discloses the names it might discourage people from settling. E. Torres stated that we may disclose the names after the investigation is complete.
  - A. Alfonso stated that people are not being convicted of a crime and posed the question, can we be sued for defamation? S. Echemendia stated that we could not because all the information is public record.
  - B. Eadie suggested that staff should discuss this and come back with a plan at our next next board meeting.

### IV. Legislative Committee Report

**Matthew Bruno**

- M/ Bruno stated that the trip to Tallahassee was successful, having met with 11-12 legislators. The legislators were very receptive and were made aware of the concerns of Early Learning education.

### V. Finance Committee Report

**Bob Eadie**

- Resolution 03062017-01 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 \$650,000.00, subject to approval for legal sufficiency and form Funding Source: The Children's Trust.
  - Motion to approve resolution by A. Eckstein.
  - Motion seconded by L. Chant.
  - Motion was unanimously passed.
  - J. Haj recused himself.
- Resolution 03062017-02 this resolution presents a recommendation to cancel RFP#ELCMDM2016-11 (Human Resource Management System and Payroll Services) based on the consideration described in the background section of this resolution. Fiscal Impact: The original fiscal impact was a total amount not to exceed \$120,000.00 for fiscal year 2016-



2017, subject to the availability of funding. The cost amount was for a twelve month period and was to be prorated for fiscal year 2016-2017 to reflect the term of the contract. Funding Source: All Funding Sources

- Motion to approve resolution by A. Eckstein.
  - Motion seconded by R. Beasley.
  - Motion was unanimously passed.
- Resolution 03062017-03 Authorize the President and CEO to release a Request for Proposal for Early Head Start Classroom Evaluations and Coaching Services for Miami-Dade County. Fiscal Impact: A total amount not to exceed \$66,000.00 for the fiscal year 2016-2017, which is subject to the availability of funding. Funding Source: U.S Department of Health and Human Services, Administration for Children and Families
  - Motion to approve resolution by A. Eckstein.
  - Motion seconded by R. Beasley.
  - Motion was unanimously passed.
- Resolution 03062017-04 authorize the President and CEO to negotiate and execute amendments to Curriculum Materials contracts listed in the background of this resolution. Fiscal Impact: A total amount not to exceed \$800,000.00 for the fiscal year 2016-2017, which is subject to the availability of funding. Funding Source: Florida Office of Early Learning, The Children’s Trust, U.S Department of Health and Human Services, Administration for Children and Families
  - Motion to approve resolution by B. Eadie.
  - Motion seconded by G Ferradaz.
  - Motion was unanimously passed.
- Resolution 03062017-05 authorize the President and CEO to approve the Parent Activity Fund allocation for Early Head Start Programs. Fiscal Impact: A total amount not to exceed \$6,000.00 for the fiscal year 2016-2017, which is subject to the availability of funding. Funding Source: U.S Department of Health and Human Services, Administration for Children and Families.
  - Motion to approve resolution by G. Ferradaz.
  - Motion seconded by S. Fagundo.
  - Motion was unanimously passed.
- Resolution 03062017-06 to approve the Early Learning Coalition’s first amendment to the Annual Budget for fiscal year 2016-2017 Fiscal Impact: The total budget amount will increase by \$5,218,984.58 for a new annual budget total of \$193,867,181.58. Funding Source: Multiple Funding Sources.
  - Motion to approve resolution by H. Carruthers.
  - Motion seconded by R. Beasley.
  - Motion was unanimously passed.
- Resolution 03062017-07 to approve a one-time, temporary increase to provider rates as listed in the background of this resolution. This resolution is also requesting approval to amend the School Readiness plan to include this action. Fiscal Impact: An amount not to exceed \$5,000,000 to be disbursed to qualifying providers for fiscal year 2016-2017.
- This resolution was not presented to Finance Committee.
  - Motion to approve resolution by B. Eadie.
  - Motion seconded by M. Zapata.
  - Motion was unanimously passed.



- B. Eadie stated that the budget seems to be business as usual. The Early Head Start budget is starting to correct itself to where we want it to be.
- B. Eadie stated Miami Dade County had a net increase in children, they are bringing children into the program on a monthly basis so as to not have a growing wait list. OEL will now have children stay in the program till they are 13, when this begins we will see growth in the wait list. Monroe County had a net decrease in children but still has no wait list. EHS net increase in children, 400 children on wait list, if the ELC receives the expansion grant we should bring in at least half of these children. Title V/Refugee net increase of children.
- B. Eadie stated that the EHS credit card expenditures is included in the packet for the committee to review.

**VI. CEO Report/Presentations**

- a. Citrus Health Network
- b. CEO Report

**Jackie Romillo**  
**Evelio Torres**

[http://www.elcmdm.org/about\\_us/Board/minutes/Board/CEO%20report/CEOR03062017.pdf](http://www.elcmdm.org/about_us/Board/minutes/Board/CEO%20report/CEOR03062017.pdf)

**VII. Public Comments**

**Adrian Alfonso**

**VIII. Adjourn**

**Adrian Alfonso**