



Minutes

Board of Directors Meeting
April 3rd, 2017; 8:00 a.m.
ELC Board Room

Board Attendees: Adrian Alfonso (chair); Theresa Axford; Rick Beasley; Shaleen Fagundo; Robert Eadie; David Lawrence Jr; Alan Eckstein (via conference call); Dr. Mara Zapata; Gladys Montes; Loreen Chant; J. Abilio Rodriguez; Gerald Schwartz; Matthews Bruno; Philip Gassman (via conference call), James Haj (Rep. Rachel Spector); Russell Benford; Heather Carruthers; Marisol Diaz; Dr. Tina Carroll-Scott; Alexander Soto

Board Absentees: Gilda Ferradaz; Dr. Judy Schaechter

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); Debbie Spiegelman (Miami Children's Museum); Daniela Fueran (FIU); Juanita Walker (Sheyes of Miami); Melissa Clements (Children's Forum); Dasiely Marrero (Children's Forum); Vittoria DeCaria (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 reminded all board members of the importance in attending, in person if possible, all board and committee meetings because without quorum action items cannot be approved.
- A. Alfonso congratulated Rick Beasley for receiving the workforce development award from the Cuban American National Council on March 30th.
- A. Alfonso recognized the following Early Learning Coalition employees for their dedication as each of these employees have invested their efforts for 10 or more years:
 - Ileana Vallejo
 - Kerry Allen
 - Fiorella Altare-Christie
 - Qin He
 - Kristina Alfonso
 - Lissandra Curbelo
 - Belinda Jeanty-Gauthier
 - Diana Lane
 - Milton Silvera



- Lillian Amador
- Evelio Torres
- Trish Turner
- Angelo Parrino
- Ana Rodriguez

II. Approval of Minutes

Adrian Alfonso

- A. Alfonso called for the approval of the meeting minutes from March, 2017.
 - B. Eadie moved to approve the minutes.
 - A. Eckstein seconded the motion.
 - Motion was passed unanimously.

III. Finance Committee Report

Bob Eadie

- Resolution 04032017-01 approval of the Evaluation Committee's recommendation to award contracts for RFP#ELCMDM2017-02 (Quality Materials) to the selected vendor(s). Also, authorize the President and CEO to negotiate and execute contract(s) with the selected vendor(s). This Resolution also requests authorization to amend the fiscal impact on approved Resolution #12052016-02 (Attachment 1). Fiscal Impact: A forecasted amount of \$3,100,000.00 per fiscal year commencing on May 1, 2017, which is subject to 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, University of South Florida Board of Trustees Sub Award and The Nemours Foundation.
 - Motion to approve resolution by B. Eadie.
 - Motion seconded by H. Carruthers.
 - Motion was unanimously passed.
 - J. Haj recused himself.
- Resolution 04032017-02 approval of the Evaluation Committee's recommendation to award contracts for RFP#ELCMDM2017-03 (Curriculum Materials) to the selected vendor(s). Also, authorize the President and CEO to negotiate and execute contract(s) with the selected vendor(s). Fiscal Impact: A total not to exceed \$800,000.00 for fiscal year 2017-2018, which is subject to 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, University of South Florida Board of Trustees Sub Award and The Nemours Foundation.
 - Motion to approve resolution by H. Carruthers.
 - Motion seconded by M. Zapata.
 - Motion was unanimously passed.
- Resolution 04032017-03 approval of the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2017-04 (Enterprise Network Support and Hosting Services) to the selected vendor. Also, authorize the President and CEO to negotiate and execute a contract with the selected vendor. Fiscal Impact: A total not to exceed \$185,000.00 for fiscal year 2017-2018, which is subject to availability of funding. Funding Source: All Funding Sources
 - Motion to approve resolution by M. Zapata.
 - Motion seconded by R. Beasley.
 - Motion was unanimously passed.
- Resolution 04032017-04 approval of the Evaluation Committee's recommendation to award contract for RFP#ELCMDM2017-05 (Provider Portal Hosting and Dashboard Services) to the selected vendor. Also, authorize the



President and CEO to negotiate and execute a contract with the selected vendor. Fiscal Impact: A total not to exceed \$200,000.00 for fiscal year 2017-2018, which is subject to availability of funding. Funding Source: All Funding Sources

- Motion to approve resolution by B. Eadie.
 - Motion seconded by M. Zapata.
 - Motion was unanimously passed.
- Resolution 04032017-05 authorize the President and CEO to negotiate and execute the contracts listed within the background section of this resolution, adding all funding sources and shared services as allowed under funder's guidelines. Fiscal Impact: A total amount of approximately \$6,300,000.00 for the fiscal year 2017-2018, which is subject to the availability of funding. Funding Source: All Funding Sources
 - Motion to approve resolution by B. Eadie.
 - Motion seconded by S. Fagundo.
 - Motion was unanimously passed.
- Resolution 04032017-06 authorize the President and CEO to negotiate and execute an amendment to contract PSA16-15 with Shutts & Bowen, LLP. Fiscal Impact: The contract amount increases by \$20,000.00, for a total contract amount not to exceed \$129,000.00 for fiscal year 2016-2017, which is subject to the availability of funding. Funding Source: All Funding Sources.
 - Motion to approve resolution by M. Zapata.
 - Motion seconded by S. Fagundo.
 - Motion was unanimously passed.
- Resolution 04032017-07 authorize the President and CEO to release a Request for Qualifications (RFQ) for legal services. Fiscal Impact: A total amount not to exceed \$125,000.00 for fiscal year 2017-2018, which is subject to availability of funding. Funding Source: All Funding Sources.
 - Motion to approve resolution by B. Eadie.
 - Motion seconded by H. Carruthers.
 - Motion was unanimously passed.
- Resolution 04032017-08 authorize the President and CEO to approve the purchase of High Scope Curriculum Materials. Fiscal Impact: A total not to exceed amount of \$150,00.00 for fiscal year 2016-2017, which is subject to availability of funding. Funding Source: Florida Office of Early Learning.
 - Motion to approve resolution by M. Zapata.
 - Motion seconded by R. Beasley.
 - Motion was unanimously passed.
- Resolution 04032017-08 approval of a Provider Rate Increase. This resolution is also requesting approval to amend the School Readiness plan to include this action. This resolution replaces Resolution #03062017-07, approved by the Board of Directors on March 6, 2017 (attached in background). Fiscal Impact: An amount not to exceed \$2,000,000.00 for the remainder of fiscal year 2016-17. The Annualized cost of this action is approximately \$6,000,000.00. Funding Source: Florida Department of Education, Office of Early Learning
 - Motion to approve resolution by T. Axford.
 - Motion seconded by H. Carruthers.
 - S. Fagundo & A. Rodriguez recused themselves.
 - Motion was unanimously passed.



- B. Eadie stated that the budget seems to be business as usual. The Early Head Start budget is waiting for approval from the feds to rollover funds.
- B. Eadie stated that the Slot Utilizations for Miami Dade and Monroe counties wait lists remain at 0.
- B. Eadie stated that the EHS credit card expenditures is included in the packet for the committee to review.

IV. Provider Services Committee Report

Rick Beasley

- a. R. Beasley stated that A&G Day Care Learning Center had a class 1 violation for child discipline, a method of discipline was used at the facility that was severe, humiliating or frightening to children. A video of the incident was obtained and played for the committee members. The director of A&G Day Care Learning Center stated that the child was no longer attending the center and the teacher is now cleaning the facility and serving the food. After reviewing the case the Hearing Committee recommended to terminate the provider's contract for 5 years.
- b. R. Beasley stated that Westview Early Childhood Development has a gap of three months in their Certificate of Liability Insurance. The Hearing Committee recommended to terminate the provider's contract for 5 years.
- c. R. Beasley stated that Kingdom Kids Care was in breach of the contract for the following items: General Health and Safety, Sign-in/Sign-out Process, Child Absences, Riyla Wilson Act and At-Risk Children, Reimbursement Summary Review. The Provider claimed a child for 6 months and services were not rendered. After reviewing the case the Hearing Committee recommended to terminate the provider's contract for 5 years.
- d. R. Beasley stated that It's a Small World had a class I violation for the supervision rule (one or more children were not adequately supervised in the that the child was left unsupervised on the play area during time elapsed, one hour and fifteen minutes, and was wet from the rain. Child was not discovered until the parent arrived). The director of the child care stated that the teacher was fired immediately and an action plan was set-up so this will never occur again. The Hearing Committee recommended to place the provider on a corrective action plan for the remainder of this fiscal year, if reinstated for the 2017-2018 fiscal year the provider will remain on a corrective action plan for an additional 6 months. During this time they are not to receive any class 1 violations or class 2 violations, if received they forfeit their right to appeal. The provider must maintain ratios for apple accreditation if overpayment was made reimbursements must be made.
- e. R. Beasley stated that Adeline Bastien Family Day Care Home has a gap of eight months in their Certificate of Liability Insurance. The Hearing Committee recommended to terminate the provider for the remainder of this fiscal year and may reapply for 2017-2018.
- f. R. Beasley stated that Genoveva's Clap Your Hands Family Child Care Home had 2 class 1 violation and 1 class 2 violation for Supervision Rule (an unscreened individual was left alone to supervise children in care and the operator was over the licensed capacity.) After reviewing the case the Hearing Committee recommended to terminate the provider's contract for 5 years.
- g. R. Beasley stated that My Little Angels 1 & 2 was in breach of contract. OEL detected the discrepancy of a child with dual enrollment in Miami-Dade County and Monroe County and reported the finding to the ELC so that it may be reviewed and rectified. Loss prevention monitor reviewed the Provider. The following discrepancies were found: Sign-In/Sign-Out Process, Child Absences, Rilya Wilson Act and At-Risk Children, Reimbursement Summary Review. After reviewing the case the Hearing Committee recommended to terminate the provider's contract for 5 years.



V. Programs & Policy Committee Report

Gladys Montes

- Resolution 04032017-10 approval of the Early Head Start 2016-2017 Self-Assessment Plan Fiscal Impact: No Fiscal Impact Funding Source: U.S. Department of Health and Human Services, Administration for Children and Families.
 - Motion to approve resolution by M. Zapata.
 - Motion seconded by H. Carruthers.
 - Motion was unanimously passed.

- Resolution 04032017-11 approval of the 2017-2018 Recruitment and Selection Plan provided in the background of this Resolution. Fiscal Impact: No Fiscal Impact Funding Source: U.S. Department of Health and Human Services, Administration for Children and Families.
 - Motion to approve resolution by B. Eadie
 - Motion seconded by H. Carruthers.
 - Motion was unanimously passed.

VI. CEO Report/Presentations

- a. **Miami Children's Museum.**
- b. **Quality Counts Workforce Study**
- c. **CEO Report**

**Deborah Spiegelman
Dr. Melissa Clements
Evelio Torres**

http://www.elcmdm.org/about_us/Board/minutes/Board/CEO%20report/CEOR04032017.pdf

VII. Public Comments

Adrian Alfonso

VIII. Adjourn

Adrian Alfonso