



# Minutes

Board of Directors Meeting  
August 7, 2017; 8:00 a.m.  
ELC Board Room

- Board Attendees:** Adrian Alfonso; Theresa Axford (via conference call); Rick Beasley (via conference call); Loreen Chant; Marisol Diaz; Robert Eadie; Alan Eckstein; Shaleen Fagundo; Philip Gassman (via conference call); James Haj; Gladys Montes; Abilio Rodriguez; Judy Schaechter; Alex Soto; Gerald Schwartz
- Board Absentees:** Russell Benford; Matthew Bruno; Heather Carruthers; Gilda Ferradaz
- Staff Attendees:** Evelio Torres (President/CEO); Lisa Sanabria; Lisney Badillo; Kerry Allen; Tammy Garcia; Ileana Vallejo; Sandra Gonzalez; Lucy Schrek; Anabelle Espinosa; Isabel Afanador; Diana Ragbeer; Angelo Parrino; Mercy Castiglione; Michelle Meilan; Belkis Torres; Ana Rodriguez; Fiorella Altare; Lydia Clark; Yusneli Martinez; Victor Caballero; Fred Hicks; Sabrina Rodriguez; Alex Sanchez
- General Attendees:** Bob de la Fuente (Board Counsel); Vittoria DeCaria (Devereux\_); Mandisa Persico; Cathleen Armstal (Le Jardin); Rachel Spector (Children's Trust); Malory Roger (A New World Academy); Annys T. (NYCCF); Dina Westberg (MDCPS); Emmounte Banks (Room 2 Bloom); Doreen Stephens (Room 2 Bloom); Jackie Romillo (Citrus Health); Wyler Jason (A New World Academy)

## 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 fifteen (15) voting members.
- A. Alfonso stated that on Thursday June 8, 2017, he, along with ELC staff, participated in an event to showcase the ELC's Metrorail Train under the theme "Read and Ride". The train is wrapped to emphasize the importance of early education and to promote the Unplug & Connect campaign. The train was boarded at the Dadeland South Station for the short ride to the Government Center Station. Staff distributed books to children and parents and spoke to them on ways to prevent the summer learning loss that often occurs when children are out of school for summer break. There was a short ceremony at the Government Center Station at noon with ELC partners from Miami-Dade Transit.
- A. Alfonso stated that each board member received a copy this morning of Thirty Million Words: Building a Child's Brain by Dr. Dana Suskind, a pediatric otolaryngologist who specializes in hearing loss and cochlea implantation. She directs the Pediatric Hearing Loss and Cochlear Implant program at the University of Chicago Medicine.
- A. Alfonso stated that this year's Children's First Conference reception will be held here on September 8th at 7:00 pm. This year ELC is honoring Dr. Mara Zapata with the Chairman's Award. A. Alfonso stated that he hoped that every board member would attend. Also, the conference will be held on September 8th and 9th at the Doubletree Miami Airport.



- A. Alfonso reminded everyone that, the vote for the Finance Committee resolutions will be taken as a consent agenda.
- A. Alfonso reminded everyone that on September 5th the Strategic Planning retreat will be held at the Florida Keys Mosquito Control in Marathon. The meeting begins at 10:00am and runs to approximately 3:00pm, giving everyone sufficient time to make it there in the morning and allowing enough time to beat the traffic in the afternoon. Also the November meeting will be an Executive Committee meeting in Key West, call in information will be sent to everyone in case they would like to participate by phone.

## II. Approval of Minutes

Adrian Alfonso

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

## III. Executive Committee Report

Adrian Alfonso

- A. Alfonso stated that the Executive Committee met on June 5th to interview the 4 candidates for legal services. The 4 candidates were:
  - Shutts & Bowen, LLP
  - Gunster, Yoakley & Stewart, P.A.
  - Klein, Glasser Park & Lowe, P.L
  - Lehtinen, Schultz, Riedi, Catalano, De La Fuente, PLLC
- After interviews were conducted the Executive Committee decided to authorize Evelio Torres to negotiate a contract with Lehtinen, Schultz, Riedi, Catalano, De La Fuente, PLLC.
  - A. Eckstein moved to approve the new Board Counsel.
  - G. Schwartz seconded the motion.
  - Motion was passed unanimously.
- A. Alfonso stated that the Executive Committee also discussed the lease for this building which expires in September 2018. Since the landlord's first offer was market rate with what seemed like few concessions, staff interviewed several brokers and retained the services of a broker to assist in the negotiations with the landlord or in locating other space. The broker's name is Vincent Mele and Associates. As a reminder, the broker is paid by the landlord, not the ELC. Staff asked the Executive Committee to serve as the lease evaluation committee for the new lease. The broker must present at least three viable options. The committee will weigh the pros and cons of each and work with staff to make a decision on which space will work best for the ELC based on costs and other considerations. We will consider all options, including fewer square feet, splitting this office into two, etc. Since we already have service centers spread throughout the county, the goal is to keep the main office in a central location. If we can negotiate a good deal with the current landlord we will conduct a cost analysis to determine if we can remain in this building which is the preferred option.



#### IV. Finance Committee Report

Bob Eadie

- B. Eadie stated that the vote for today's Finance Committee resolutions will be taken as a consent agenda. B. Eadie stated that if everyone had reviewed resolutions and did not have any questions about any of them they would take a block vote for the following:
  - Resolution 08072017-01 Authorize the President and CEO to release a Request for Proposal for Human Resource Services Management System and Payroll Services. Fiscal Impact: The contract is for an approximate amount of \$120,000.00, which is subject to the availability of funding. Funding Source: All Funding Sources
  - Resolution 08072017-02 Authorize the President and CEO to release a Request for Proposal for Janitorial Services. Fiscal Impact: The contract is for an approximate amount of \$90,000.00, which is subject to the availability of funding. Funding Source: All Funding Sources
  - Resolution 08072017-03 Authorize the President and CEO to release an ITN for IT Equipment. Fiscal Impact: The contract is for an approximate amount of \$1,300,000.00, which is subject to the availability of funding. Funding Source: All Funding Sources
  - Resolution 08072017-04 Authorize the President and CEO to release an ITN for Office Supplies. Fiscal Impact: The contract is for an approximate amount of \$70,000.00, which is subject to the availability of funding. Funding Source: All Funding Sources.
    - Motion to approve resolution as a block by A. Eckstien.
    - Motion seconded by J. Schaechter.
    - Motion was unanimously passed.
- B. Eadie stated that the Slot Utilizations for Miami Dade and Monroe counties wait lists remains at 0.
- B. Eadie stated that the EHS credit card expenditures is included in the packet for the committee to review.

#### V. Programs & Policy Committee Report

Judy Schaechter

- J. Schaechter stated that the the Programs & Policy Committee met early that morning and reviewed the following:
  - Program Performance Summary report J. Schaechter announced that Early Head Start received satisfactory to above satisfactory scores.
  - The Federal Food program was reviewed as is mandated to do.
  - L. Clarke gave an update on the Professional Development Institute and F. Altare gave an update on Quality Counts.

#### VI. Strategic Planning Committee Report

Loreen Chant

- L. Chant stated that the following changes to the strategic plan were discussed:
  - Removing the "before birth" statement from our mission and Youngest Children.
  - Under Neediest Children report on valid outcomes and list the ELC partners.
  - Remove Parent/Family Self-Sufficiency section as it is not a core function of the ELC.
  - List partners under Educate All, Providers, Capacity Building and Funding.
  - Solicit input from providers on how they would like support from the ELC in meeting higher quality performance.
  - Under Teacher Education offer the National CDA as a goal.
  - Under Fewer Providers reframe as a focus on high quality and drive incentives to higher performing providers.



- After a discussion the board decided to approve all changes with the exception of removing the “before birth” statement.
  - Motion to approve the changes to the Strategic Plan J. Schaechter.
  - Motion seconded by A. Eckstein.
  - Motion was unanimously passed.

**VII. Legislative Committee Meeting**

**Alex Soto**

- A. Soto stated that the Legislative Committee met on July 28th and the following things were discussed:
  - The Committee for Early Grade Success that is being established by our state legislators as a means to assess the outcome of programs such as School Readiness and VPK.
  - The committee reviewed the legislative agenda and will be make some changes for 2017-2018.
  - Discussed visiting state senators and representative in late August.

**VIII. CEO Report/Presentations**

- a. **Guns, Drugs & Money**
- b. **KIVITT**

**Judy Schaechter**  
**Grace Turiano/Kelly Penton**

[http://www.elcmdm.org/about\\_us/Board/minutes/Board/CEO%20report/CEOR08072017.pdf](http://www.elcmdm.org/about_us/Board/minutes/Board/CEO%20report/CEOR08072017.pdf)

**IX. Public Comments**

**Adrian Alfonso**

**X. Adjourn**

**Adrian Alfonso**