Executive Committee  
Committee Meeting  
October 18, 2022; 1 P.M.  
Meeting ID: 862 4486 4629  
Passcode: 912881

I. Welcome & Introductions  
II. Approval of Minutes  
III. Resolutions

- **10182022-01** The Children’s Trust Amendment  
  Authorize the President and CEO to execute an amendment with The Children’s Trust, as outlined in the background, and to receive additional funds.

- **10182022-02** Assessment Materials and Training  
  Authorize the President and CEO to release a Public Solicitation for Assessment Materials and Training. This resolution also requests authorization and approval for the President and CEO to negotiate and execute contracts with the selected vendors.

- **10182022-03** Consultation and Training  
  Authorize the President and CEO to release a Public Solicitation for Consultations and Training. This resolution also requests authorization and approval for the President and CEO to negotiate and execute a contract with the selected vendor.

A. Public Comment  
B. Adjourn
Executive Committee Meeting
September 12, 2022; 8:00 a.m.
Meeting ID: 964 3934 5422
Passcode: ELC091222

MINUTES

Committee Attendees: Matthew Bruno; Loreen Chant; Daniel Armstrong; Iris Strachan

Staff Attendees: Pamela Hollingsworth; Alex Sanchez; Victor Caballero; Fiorella A Christie; Michelle Meilan; Sandra Gonzalez; Evelio Torres; Mercy Castiglione; Angel Parrino; Lisney Badillo; Belkis Torres; Lissandra Curbelo; Dr. Frederick Hicks; Matthew Zaldivar; Casie Haines; Vanessa Aguilera-Viera; Ileana Vallejo

General Attendees: Bob de la Fuente

I. Welcome and Introductions

- M. Bruno called the meeting to order and welcomed everyone.
- K. Gregory called roll and quorum was established with four (4) voting members

II. Approval of Minutes

- Motion to approve May 2, 2022 minutes.
  - Motion to approve by D. Armstrong
  - Motion seconded by I. Strachan
  - Motion unanimously passed.

III. Recruitment and Retention Initiative

- V. Ortega discussed recruitment and retention information and the effects it has on the Coalition. E. Torres requested authorization to explore ideas such as offering to pay up to 40 hours payout to employees at the end of the year. More information will be presented to the Executive Committee at a later date.
  - Dr. Armstrong reported issues with recruitment and retention in the medical field.
  - I. Strachan expressed the satisfaction with the health benefit at the college.
  - J. Dominguez informed the committee of the benefits the Coalition currently offers, including the Flexible Spending Account benefit.
IV. CEO Evaluation

J. Dominguez explained the new Early Learning Bill CEO Evaluation requirement with a due date of August. There is a waiver to move the deadline to October, but the Coalition would like to submit as soon as possible. J. Dominguez will be sending committee members paperwork and instructions this week.

V. Resolutions

- **09122022-01** Amended Budget FY 2022-2023
  Approval of the Early Learning Coalition’s Second Amendment to the Annual Budget for fiscal year 2022-2023

- **09122022-02** Success by Six
  Authorize the President and CEO to negotiate, execute and receive funds from the United Way of Collier and the Keys.

- **09122022-03** EHS Self-Assessment
  Authorize the President and CEO to proceed with the implementation of the Early Head Start 2022-2023 Self-Assessment Plan.

- **09122022-04** Settlement Agreement
  Authorize the President and CEO to execute a settlement agreement as outlined in the background section.
  - Motion to approve the Resolutions M. Bruno
  - Motion seconded by Dr. Armstrong
  - Motion unanimously passed.

VI. ELC Strategic Plan

L. Chant reviewed the Strategic Plan updates and reported that the information will be shared with the entire board at the upcoming Annual Meeting on October 3, 2022.

VII. Public Comments

- No public comments were made.

VIII. Adjourn

Matthew Bruno
Action Requested: Authorize the President and CEO to execute an amendment with The Children’s Trust, as outlined in the background, and to receive additional funds.

Fiscal Impact: An approximate amount of $700,000 retroactive from October 1, 2022, through September 30, 2023, which is subject to the availability of funding.

Funding Source: The Children’s Trust

Strategic Goal:
- ☑ Neediest Children
- ☑ Youngest Children
- ☑ Educate All
- ☑ Providers
- ☑ Funding
- ☐ ELC Operations

RESOLUTION: 10182022-01

AUTHORIZE THE PRESIDENT AND CEO TO EXECUTE AN AMENDMENT WITH THE CHILDREN’S TRUST, AS OUTLINED IN THE BACKGROUND, AND TO RECEIVE ADDITIONAL FUNDS.

WHEREAS, the Executive Committee has been apprised of the goals through the attached narrative, hereby incorporated by reference, and the Executive Committee is in agreement with the goals described therein;

WHEREAS, the Executive Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Executive Committee shall present this action to the Executive Committee which is empowered to act in the Board’s place in the absence of a Board meeting.
The foregoing resolution and attachment was offered by __________, who moved its approval. The motion was seconded by __________, and upon being put to a vote, the vote was as follows: ________________.

The vote was recorded as listed in the attached roll sheet.

The chairperson thereupon declared this resolution duly passed and adopted this 18th day of October, 2022.

EARLY LEARNING COALITION OF MIAMI-DADE/MONROE, INC,

By: __________________________
Executive Committee Secretary
Background:

This resolution is amending the resolution number 02072022-03 that was previously approved on February 7th, 2022. The original resolution was for $9,500,000 for 12 months commencing October 1, 2022 to September 30, 2023 for The Children’s Trust Child Scholarship Program. This resolution adds an approximate amount of $700,000.00 retroactive from October 1, 2022, through September 30, 2023, which is subject to the availability of funding.

This amendment will add $200,000 to administer the Classroom Assessment Scoring System (CLASS) observations for the ASCEND program. This program is a salary supplement program designed and managed by The Children’s Trust.

The amendment will also increase funding in the amount of $500,000 for The Children’s Trust Child Scholarship Program. The program currently serves over 1,100 children and has a waitlist of 963 children.
Action Requested: Authorize the President and CEO to release a Public Solicitation for Assessment Materials and Training. This resolution also requests authorization and approval for the President and CEO to negotiate and execute contracts with the selected vendors.

Fiscal Impact: An approximate amount of $201,000 for fiscal year 2022-2023, subject to availability of funding.

Funding Source(s): Florida Preschool Development Grant

Strategic Goal: ☑️ Neediest Children ☐ Providers
☑️ Youngest Children ☐ Funding
☐ Educate All ☐ ELC Operations

RESOLUTION: 10182022-02

AUTHORIZE THE PRESIDENT AND CEO TO RELEASE A PUBLIC SOLICITATION FOR ASSESSMENT MATERIALS AND TRAINING. THIS RESOLUTION ALSO REQUESTS AUTHORIZATION AND APPROVAL FOR THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE CONTRACTS WITH THE SELECTED VENDORS.

WHEREAS, the Executive Committee has been apprised of the goals through the attached narrative, hereby incorporated by reference, and the Executive Committee is in agreement with the goals described therein;

WHEREAS, the Executive Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Executive Committee shall present this action to the Executive Committee which is empowered to act in the Board’s place in the absence of a Board meeting.
The foregoing resolution and attachment was offered by __________, who moved its approval. The motion was seconded by __________, and upon being put to a vote, the vote was as follows: ____________________.

The vote was recorded as listed in the attached roll sheet.

The chairperson thereupon declared this resolution duly passed and adopted this 18th day of October, 2022.

EARLY LEARNING COALITION
OF MIAMI-DADE/MONROE, INC,

By: ___________________________
Executive Committee Secretary
Background

The Early Learning Coalition of Miami-Dade/Monroe, Inc. (the “Coalition”) intends to release a Public Solicitation to secure vendors to provide assessment materials and training to eligible assessors and clinicians in Miami-Dade and Monroe County. The Coalition intends to negotiate and execute individual contracts with vendors for the following Assessment Materials and Training.

<table>
<thead>
<tr>
<th>Assessment Tool</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Autism Diagnostic Observation Schedule (ADOS II)</td>
<td>2. Leiter International Performance Scale, Third Edition (Leiter-3)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$201,000</strong></td>
</tr>
</tbody>
</table>
Action Requested: Authorize the President and CEO to release a Public Solicitation for Consultations and Training. This resolution also requests authorization and approval for the President and CEO to negotiate and execute a contract with the selected vendor.

Fiscal Impact: An approximate amount of $60,000 for fiscal year 2022-2023, subject to availability of funding.

Funding Source(s): Florida Preschool Development Grant

Strategic Goal:
- ☑ Neediest Children
- ☑ Youngest Children
- ☐ Educate All
- ☐ Providers
- ☐ Funding
- ☐ ELC Operations

RESOLUTION: 10182022-03

AUTHORIZE THE PRESIDENT AND CEO TO RELEASE A PUBLIC SOLICITATION FOR CONSULTATIONS AND TRAINING. THIS RESOLUTION ALSO REQUESTS AUTHORIZATION AND APPROVAL FOR THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE CONTRACTS WITH THE SELECTED VENDOR.

WHEREAS, the Executive Committee has been apprised of the goals through the attached narrative, hereby incorporated by reference, and the Executive Committee is in agreement with the goals described therein;

WHEREAS, the Executive Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Executive Committee shall present this action to the Executive Committee which is empowered to act in the Board’s place in the absence of a Board meeting.
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The vote was recorded as listed in the attached roll sheet.

The chairperson thereupon declared this resolution duly passed and adopted this 18th day of October, 2022.

EARLY LEARNING COALITION
OF MIAMI-DADE/MONROE, INC,

By: __________________________
   Executive Committee Secretary
Background

The Early Learning Coalition of Miami-Dade/Monroe, Inc. (the “Coalition”) intends to release a Public Solicitation to secure vendors to provide Consultation and Training to eligible assessors and clinicians in Miami-Dade and Monroe County. The Coalition intends to negotiate and execute individual contracts with the vendors for Consultation and Training.

During consultation the clinicians will provide support to:
1. Observe the administration of assessment
2. Prepare materials for an assessment
3. Score the administered assessment
3. Writing the assessment report

<table>
<thead>
<tr>
<th>Assessment Tools</th>
<th></th>
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<tbody>
<tr>
<td>Autism Diagnostic Observation Schedule (ADOS II)</td>
<td>$60,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$60,000</strong></td>
</tr>
</tbody>
</table>