Finance Committee Meeting  
August 30 2017; 10:00 AM  
ELC Board Room

Committee Attendees: Adrian Alfonso (via conference call); Gilda Ferradaz (via conference call); Bob Eadie (via conference call); Philip Gassman (via conference call)

Absent Committee: Theresa Axford, Alex Soto

Staff Attendees: Evelio Torres; Angelo Parrino; Lisa Sanabria; Belkis Torres; Alex Sanchez; Mercy Castiglione; Ana Rodriguez; Lisney Badillo; Juan Castillo

I. Welcome and Introductions  
   Bob Eadie

   • B. Eadie called the meeting to order and welcomed everyone. Quorum was established.

II. Approval of Minutes  
   Bob Eadie

   • Motion to approve minutes by G. Ferradaz.
   • Motion seconded by A. Alfonso.
   • Motion was unanimously passed.

III. Financial Statements  
   Bob Eadie

   • M. Castiglione stated that the financials were not showing much activity as they are the preliminary reports for the new fiscal year, next month should reflect much more activity.

IV. Resolutions  
   Bob Eadie

   • Resolution 08302017-01 this resolution presents a recommendation to cancel RFP#ELCMDM2017-07 (Parenting Education) based on the consideration described in the background section of this resolution. Fiscal Impact: The original fiscal impact was an approximate amount of $200,000.00 for fiscal year 2017-2018, subject to the availability of funding. Funding Source: U.S. Department of Health and Human Services, Administration for Children and Families, The Children’s Trust, Florida Office of Early Learning.
   • Motion to approve resolution by A. Alfonso.
   • Motion seconded by G. Ferradaz.
   • Motion was unanimously passed.
• Resolution 08302017-02 authorize the President and CEO to negotiate and execute an amendment to contract CSA16-21 with H.A. Contracting Corp. or procure new vendor(s) to purchase and install playground shades for Early Head Start Child Care Facilities. Fiscal Impact: An approximate amount of $1,700,000.00 for fiscal year 2017-2018, 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 A. Alfonso.
  - Motion was unanimously passed.

• Resolution 08302017-03 authorize the President and CEO to release a Request for Proposal to contract with a consultant to provide guidance with the development of Early Head Start Policies and Procedures. Fiscal Impact: The contract is for an approximate amount of $70,000.00, 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. Alfonso.
  - Motion seconded by G. Ferradaz.
  - Motion was unanimously passed.

• Resolution 08302017-04 Authorize the President and CEO to negotiate, execute and receive funds from the University of Florida Board of Trustees to conduct Classroom Assessment Scoring System (CLASS™) assessments. Fiscal Impact: An approximate amount of $122,000.00 for fiscal year 2017-2018, which is subject to the availability of funding. Funding Source: Florida Office of Early Learning
  - Motion to approve resolution by A. Alfonso.
  - Motion seconded by G. Ferradaz.
  - Motion was unanimously passed.

• Informational Item 1 – RFP#ELCMDM2017-08 On March 6, 2017, Resolution #03062017-03, requesting authorization from the President and CEO to release a Request for Proposal for Early Head Start Classroom Evaluations and Coaching Services for Miami-Dade County was duly passed and adopted. After review and consideration, in order to maintain precision to the goal and purpose of Resolution #03062017-03, it was determined that RFP#ELCMDM2017-08 should be released under a different name: Coaching Services. The original fiscal impact, funding source, strategic goals and background contained in Resolution #03062017-03 remains unchanged.
  - The item was withdrawn from consideration as the scope had changed. A new resolution will be released.

• Informational Item 2 – RFP#ELCMDM2017-09 - On May 1, 2017, Resolution #05012017-08, requesting authorization from the President and CEO to release a Request for Proposal for an Online Professional Development Program and Training for Classroom Assessment Scoring
System (CLASS) for Miami-Dade and Monroe Counties was duly passed and adopted. After review and consideration, in order to maintain precision to the goal and purpose of Resolution #05012017-08, it was determined that RFP#ELCMDM2017-09 should be released under a different name: Professional Development & Resources for Positive Adult/Child Interactions. The original fiscal impact, funding source, strategic goals and background contained in Resolution #05012017-08 remains unchanged.

- No approval from finance committee was needed as this was purely an informational item and has already been advertised under the new name.

V. Informational Items

Bob Eadie

- A. Parrino stated that the wait list for Miami Dade and Monroe counties remain at 0.

- B. Eadie stated that the EHS credit card expenditures had no charges to report.

VI. Adjourn

Bob Eadie