



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