



MINUTES

ELC Finance Committee Meeting

March 31 2022; 10:00 a.m.

Meeting ID: 981 0017 3132

Passcode: ELC032922

Committee Attendees: Loreen Chant; Matthew Bruno; Daniel Armstrong; Alex Soto; Chuck Mohr

Committee Absentees: NA

Staff Attendees: Angelo Parrino; Michelle Meilan; Mercy Castiglione; Pam Hollingsworth; Sandra Gonzalez; Vanessa Bongiorno; Lisney Badillo; Fred Hicks; Casie Haines; Alex Sanchez; Ana Rodriguez; Matthew Zaldivar; Belkis Torres; Victor Caballero; Fiorella Christie; Lissandra Curbelo; Marisleydis Bruguez

General Attendees: Bob De la Fuente

- I. Welcome & Introductions** **Loreen Chant**
 - A. L. Chant called the meeting to order and welcomed everyone.
 - B. K. Gregory called roll and quorum was established with five (5) voting members

- II. Approval of Minutes** **Loreen Chant**
 - Motion to approve minutes for February 24, 2022
 - L. Chant -Motion to approve by M. Bruno
 - Motion seconded by C. Mohr
 - Motion unanimously passed.

- III. Financial Statements** **Loreen Chant**
 - A. School Readiness/VPK Financial Statements were reviewed by Mercy Castiglione.
 - B. Early Head Start Financial Statements were reviewed by Mercy Castiglione.

Mission: To promote high-quality school readiness, voluntary pre-kindergarten and after school programs, thus increasing all children's chances of achieving future educational success and becoming productive members of society. The Coalition seeks to further the physical, social, emotional and intellectual needs of Miami-Dade and Monroe County children with a priority toward the ages before birth through age 5.



IV. Resolutions

Loreen Chant

- **03312022-01** RFP Developmental Screening (Award) – Approval of the Evaluation Committee’s award recommendation for RFP#ELCMDM2022-02 (Developmental Screening Follow-Up and Individualized Support Services) and authorize the President and CEO to negotiate and execute a contract with the selected vendor.
 - L. Chant – Motion to approve by M. Bruno
 - Motion seconded by C. Mohr
 - Motion unanimously passed.

- **03302022-02** RFP General Contracting Services (Award) – Approval of the Evaluation Committee’s award recommendation for RFP#ELCMDM2022-03 (General Contracting Services) and authorize the President and CEO to negotiate and execute a contract with the selected vendor.
 - L. Chant – Motion to approve by M. Bruno
 - Motion seconded by A. Soto
 - Motion unanimously passed.

- **03312022-03** RFP Phone Service, Maintenance, & Support (Award) – Approval of the Evaluation committee’s award recommendation for RFP#ELCMDM2022-04 (Phone Service, Maintenance, and Support) and authorize the President and CEO to negotiate and execute a contract with the selected vendor.
 - L. Chant – Motion to approve by A. Soto
 - Motion seconded by M. Bruno
 - Motion unanimously passed.

- **03312022-04** RFP Office Automation Platform (Award) – Approval of the Evaluation Committee’s award recommendation for RFP#ELCMDM2022-05 (Office Automation Platform) and authorize the President and CEO to negotiate and execute a contract with the selected vendor.
 - L. Chant – Motion to approve by M. Bruno
 - Motion seconded by A. Soto
 - Motion unanimously passed.

- **03312022-05** RFP Early Head Start Playgrounds (Award) – Approval of the Evaluation Committee’s award recommendation for RFP#ELCMDM2022-06 (Early Head Start Playgrounds) and authorize the President and CEO to negotiate and execute a contract with each selected vendor.
 - L. Chant – Motion to approve by M. Bruno
 - Motion seconded by A. Soto
 - Motion unanimously passed.



- **03312022-06** EHS Rate Increase for Infants and Special Needs – Authorize the President and CEO to implement the Early Head Start program’s increase in daily rate paid to partners for infants and children with special needs.
 - L. Chant – Motion to approve by A. Soto
 - Motion seconded by M. Bruno
 - Motion unanimously passed.

- **03312022-07** EHS Grant Budget FY 2022-2023 – Approve the Early Head Start budget and authorize the President and CEO to submit the Early Head Start budget as part of the 2022-2023 grant application.
 - L. Chant – Motion to approve by C. Mohr
 - Motion seconded by M. Bruno
 - Motion unanimously passed.

- **03312022-08** CLASS Assessment – Authorize the President and CEO to negotiate and execute a contract with Teachstone to facilitate and provide Assessment Services using the Classroom Assessment Scoring System® (CLASS) for Miami-Dade and Monroe Counties.
 - L. Chant – Motion to approve by C. Mohr
 - Motion seconded by A. Soto
 - Motion unanimously passed.

V. Informational Items

Loreen Chant

A. Slot Utilization

Sandra Gonzalez

- Miami Dade County Slot Utilization was reviewed by Sandra Gonzalez.
- Monroe County Slot Utilization was reviewed by Sandra Gonzalez.

B. Cybersecurity Update

Dr. Fred Hicks

Dr. Hicks reported on Cyber Security trainings and requirements regarding PIN test and quotes.

VI. Public Comments

Loreen Chant

VII. Meeting Adjourn

Matthew Bruno