



Finance Committee Meeting  
April 1<sup>st</sup>, 2015; 9:15 AM  
Early Learning Coalition Board Room

**Committee Attendees:** Gilda Ferradaz; Adrian Alfonso; Harve Mogul; Philip Gassman

**Staff Attendees:** Evelio Torres, CEO; Angelo Parrino; Mercy Castiglione; Lisa Sanabria; Yasmin Wong-Peraza; Pam Hollingsworth; Kerry Allen; Georgia Thompson; Aileen Martinez

**Committee Absentees:** Theresa Axford

**I. Welcome and Introductions** **Gilda Ferradaz**

- Gilda Ferradaz called the meeting to order and welcomed everyone. Quorum was established.

**II. Approval of Minutes** **Gilda Ferradaz**

- Motion to approve minutes by A. Alfonso.
  - Motion seconded by P. Gassman.
  - Motion was unanimously passed.

**III. Financial Statements** **Gilda Ferradaz**

- G. Ferradaz reviewed the financial statements and stated it was business as usual.
- A. Parrino stated that the ELC continues to show a surplus due to the TAP Program. The RFP has yet to be completed.

**IV. Resolutions** **Gilda Ferradaz**

- Resolution 04012015-01 authorize the President and CEO to negotiate and execute an amendment to Contract PSA14-152 with Watson Policy Solutions.
  - Motion to approve resolution by H. Mogul.
  - Motion seconded by A. Alfonso.



- Motion was unanimously passed.
- Resolution 04012015-02 authorize the President and CEO to negotiate and execute an amendment to contract PSA14-129 with Shutts & Bowen LLP.
- The increase in funds is due to the ELC involvement in fraud referrals.
  - Motion to approve resolution by H. Mogul.
  - Motion seconded by A. Alfonso.
  - Motion was unanimously passed.
- Resolution 04012015-03 this resolution presents RFP#ELCMDM2015-01 (Developmental Assessments for Miami-Dade and Monroe Counties) Evaluation Committee's scoring results of the Request for Proposal to the Finance Committee for review and recommendation of vendor selection to the Board of Directors. This resolution also requests authorization and approval for the President and CEO to negotiate and execute a contract with the selected vendor.
  - Motion to approve resolution by H. Mogul.
  - Motion seconded by A. Alfonso.
  - Motion was unanimously passed.
- Resolution 04012015-04 Authorize the President and CEO to receive and execute the grant agreement with the Monroe County School District for the Teenage Parent Program (TAP)
  - Motion to approve resolution by A. Alfonso.
  - Motion seconded by H. Mogul.
  - Motion was unanimously passed.
- Resolution 04012015-05 Authorize the President and CEO to negotiate and execute an amendment to the contract with Automated Data Processing Services (ADP)
  - Motion to approve resolution by A. Alfonso.
  - Motion seconded by H. Mogul.
  - Motion was unanimously passed.
- Resolution 04012015-06 authorizes the President and CEO to negotiate and execute the lease listed in the background section of this resolution.
- Background- On February 27, 2013, the Board approved Resolution 02272013-03 requesting authorization for the President and CEO to negotiate and execute service transition leases and lease-related agreements. This resolution is requesting authorization for the President and CEO to negotiate and execute the lease renewal agreement listed in the chart below. The lease will provide for the following: exclusive use of two office spaces, use of board room and training room, and use of common area spaces. The total amount of the agreement will not exceed \$6,840.00, subject to availability of funding.



- Motion to approve resolution by H. Mogul.
- Motion seconded by A. Alfonso.
- Motion was unanimously passed.

**V. Informational Items**

**Gilda Ferradaz**

- G. Ferradaz reviewed the waitlist and snapshots. Monroe County continues to have “0” children on wait list and there are no longer concerns with capacity. Miami Dade County has sent out the final 5,000 packets for new enrollment and there is now “0” children on the wait list.
- The Early Learning Coalition of Miami-Dade and Monroe County is trying to execute a provider rate increase. It has been suggested that those provider’s on probation do not receive this increase. The rate increase will be present at the following Board meeting and then sent to the Office of Early Learning for final approval.
- There been some changes in the composition of the Board resulting in Gilda Ferradaz becoming the Board’s vice-chair and Theresa Axford becoming chair to the Finance Committee.

**VI. Adjourn**

**Gilda Ferradaz**