



ELC Programs, Policy & Strategy Committee Meeting
December 2, 2019 at 7:00 AM
ELC Conference Room

Committee Attendees: Dr. Judy Schaechter; James Haj; Gladys Montes; Bob Eadie

Absent Committee:

Staff Attendees: Evelio Torres; Angelo Parrino; Belkis Torres; Jackye Russell; Milton Silvera; Anabel Espinosa; Sandra Gonzalez; Fiorella Altare; Marisol Diaz

I. Welcome and Introductions **Judy Schaechter**

- J. Schaechter called the meeting to order and welcomed everyone. Quorum was established.

II. Approval of Minutes **Judy Schaechter**

- Motion to approve minutes by J. Schaechter.
- Motion seconded by J. Haj.
- Motion unanimously passed.

III. ASQ Delinquency Policy **Anabel Espinosa**

- A. Espinosa presented the new ASQ Delinquency Policy:
 - Automated Email: 1-day past due = Automated request for Corrective Action Plan and past due screening.
 - Automated Email: 10-Days = Corrective Action Plan and compliance required instantly.
 - Targeted Email: 10 > past due = Withhold payment until all documentation is received.
 - Motion to approve minutes by G. Montes.
 - Motion seconded by J. Haj.
 - Motion unanimously passed.

II. Strategic Planning Initiatives **Jackye Russell**

- J. Russell stated that as request at the Strategic Planning Retreat the following items were examined:
 - Explored providers offering extended hours and created a map showing where there are located. Gaps were seen in multiple communities mainly Homestead and Florida City. Offering this service would increase provider costs. J. Schaechter suggested that they research the employment in these areas, see if there is a need. G. Montes asked to



research what the enrollment is in these 24 hour providers.

- M. Diaz stated that she would like the ELC to research the availability of after care programs for the title 1 children. E. Torres suggested they look at which children are in the School Readiness program and which are able to receive.

III. Early Head Start

Belkis Torres

- B. Torres presented the Federal Food Program report to the committee. This report shows the daily counts of food served to the early head start children. No big discrepancies were found.
- B. Torres presented the Self-Assessment Plan.
 - Motion to approve the Self-Assessment Plan by J. Scheachter.
 - Motion seconded by J. Haj
 - Motion unanimously passed.
- B. Torres presented the Parent Activity Funds Procedure.
 - Motion to approve the Parent Activity Funds Procedure by B. Eadie.
 - Motion seconded by J. Haj
 - Motion unanimously passed.

IV. Public Comments

Judy Schaechter

V. Adjourn

Judy Schaechter