ELC Provider Services Committee Meeting  
January 31, 2019 2:00 p.m.  
ELC Board Room

<table>
<thead>
<tr>
<th>I.</th>
<th>Welcome &amp; Introductions</th>
<th>Rick Beasley</th>
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<tbody>
<tr>
<td>II.</td>
<td>Approval of Minutes</td>
<td>Rick Beasley</td>
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<tr>
<td></td>
<td>A. Motion to approve November 2018 Minutes.</td>
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<td>III.</td>
<td>Shining Light Childcare Development Center</td>
<td>Bob de la Fuente</td>
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<td>IV.</td>
<td>Tyne Family Day Care Home</td>
<td>Bob de la Fuente</td>
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<td>V.</td>
<td>Children’s Academy Preschool #6</td>
<td>Bob de la Fuente</td>
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<td>VI.</td>
<td>Assistance for parents</td>
<td>Isabel Afanador</td>
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<tr>
<td>VII.</td>
<td>Public Comments</td>
<td>Rick Beasley</td>
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<tr>
<td>VIII.</td>
<td>Adjourn</td>
<td>Rick Beasley</td>
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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.
Provider Services Committee Meeting
November 29, 2018; 2:00 PM
ELC Board Room

Committee Attendees: Rick Beasley, Loreen Chant, Abilio Rodriguez; Jenni Roig

Absent Committee Member:

Staff Attendees: Angelo Parrino; Lisa Sanabria; Ileana Vallejo; Miguel Alfonso; Vanessa Aguilar; Amy Tongson; Jackye Russell; Lissandra Curbelo; Ana Rodriguez

General Attendees: Bob de la Fuente; Diamy Lopez; Eliana Alonso

I. Welcome and Introductions

Rick Beasley

II. Approval of Minutes

Rick Beasley

- Motion to approve by A. Rodriguez.
- Motion seconded by L. Chant.
- Motion unanimously passed.

III. La Petite Academy

Bob de la Fuente

- B. de la Fuente stated that La Petite Academy received a class 1 violation in Medication Requirements Group: All prescription and non-prescription medication must be dispensed according to written directions on the prescription label or printed manufacturer’s label and maintained at the appropriate temperature. The childcare provider must never administer a medication that is prescribed for one child to another child. Medication was administered to the wrong child and/or administered in the wrong amount.

- D. Lopez stated that the assistant director gave the wrong dose to a three-month-old child, there was an alert sent to the mother and she called the school immediately. The paramedics were called as well as the child’s primary physician. There was no need to take the child to the hospital and they remain in the program. Staff has been re-trained on the administration of medication.

- ELC staff changed their recommendation to a six month Corrective Action Plan.

- After reviewing all documents and hearing, the providers’ testimony the committee decided to place the provider on a 6 month Corrective Action Plan. During this CAP the provider cannot receive any class 1 or 2 violation or they will be terminated without a chance to appeal.
o Motion to approve by A. Rodriguez.
o Motion seconded by L. Chant.
o Motion unanimously passed.

IV. Public Comments

   Loreen Chant

V. Adjourned

   Loreen Chant
**Action Requested:** The Executive Leadership Team recommends termination of the ELPFP Contract for the 2018-2019 FY and revocation of eligibility for a period of five (5) years subject to provider testimony and verification of supporting documentation submitted by provider.

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**Background**

<table>
<thead>
<tr>
<th>Shining Light Childcare Development Center</th>
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<tbody>
<tr>
<td>- License Capacity: 104</td>
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<tr>
<td>- Care Level offered: 3 months to 10 years</td>
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<tr>
<td>- Approximate Children enrolled for SR: 19</td>
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<tr>
<td>- Approximate Children enrolled for VPK: 5</td>
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<td>- Number of providers within the same zip code offering ELPFP: 8</td>
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<td>- Accreditations/Gold Seal: APPLE &amp; Gold Seal</td>
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<tr>
<td>- Provider has been contracted with the ELC since: 2003</td>
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<td>- 2018-2019 ELPFP reimbursements: Approximately $1,843.76</td>
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<th>Issues</th>
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<td><strong>Decrease in Retention Rate</strong></td>
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- Contracts dept. received notification from the Performance Funding Specialists that the provider has fallen below the required 60% instructor retention rate.
- Per the ELPFP contract Section C, Subsection 2, Paragraph 2.3 and 2.3.3, Manner of Service Provision- Substantial Completion Requirements, childcare facilities are required to sustain “60% of instructors/directors retention rate and no more than 40% instructor/director turnover during the contract term or their contract shall be terminated”.
- As of 12/13/2018 provider is at a 57% instructor retention rate.
Early Learning Coalition Review Hearing Committee

January 31, 2019

Tyne Family Day Care Home – F11MD0005
16313 SW 103rd Place, Miami, FL. 33157

Action Requested: The Executive Leadership Team recommends termination of the School Readiness (SR) Contract for the 2018-2019 FY and revocation of eligibility for a period of five (5) years subject to provider testimony and verification of supporting documentation submitted by provider.

Background

Tyne Family Day Care Home

- License Capacity: 10
- Care Level offered: 2 months to 13 years old
- Approximate enrollment for SR: 6
- Approximate enrollment for VPK: N.A
- Number of providers within the same zip code offering the same services: 29
- Accreditations/Gold Seal: N/A
- Provider has been contracted with the ELC since: 2003
- 2017-2018 reimbursements: Approximately $17,008.81

Issues

GAP in COI

Liability policy expired 6/14/18 and renewed on 10/23/18 resulting in an approximate 4 month and 7 day gap in coverage.

Comments:

- Per the Provider, she has a policy covering the 4 month and 7 day gap. The provider was asked to submit the copy to show the gap. As of 12/03/18, provider has not submitted policy-covering gap.
- After reviewing previous COI's, the provider has additional gaps: expired 6/10/15 renewed 6/13/15; expired 6/13/17 renewed 6/14/17.
**Early Learning Coalition Review Hearing Committee**

**January 31, 2019**

Shining Light Childcare Development Center- C11MD1430  
8220 NW 13th Court Miami, FL 33147

**Action Requested:** The Executive Leadership Team recommends termination of the ELPFP Contract for the 2018-2019 FY and revocation of eligibility for a period of five (5) years subject to provider testimony and verification of supporting documentation submitted by provider.

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**Background**

**Shining Light Childcare Development Center**
- License Capacity: 104
- Care Level offered: 3 months to 10 years
- Approximate Children enrolled for SR: 19
- Approximate Children enrolled for VPK: 5
- Number of providers within the same zip code offering ELPFP: 8
- Accreditations/Gold Seal: APPLE & Gold Seal
- Provider has been contracted with the ELC since: 2003
- 2018-2019 ELPFP reimbursements: Approximately $1,843.76

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**Issues**

**Decrease in Retention Rate**
- Contracts dept. received notification from the Performance Funding Specialists that the provider has fallen below the required 60% instructor retention rate.
- Per the ELPFP contract Section C, Subsection 2, Paragraph 2.3 and 2.3.3, Manner of Service Provision- Substantial Completion Requirements, childcare facilities are required to sustain “60% of instructors/directors retention rate and no more than 40% instructor/director turnover during the contract term or their contract shall be terminated”.
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