



## Meeting Minutes

**Wednesday – October 25, 2017**

**ELC Offices**

### **Coalition Members Present:**

Dana Ferrell-Birchfield	Curtis Hart	Vance Stallings
Michelle Braun	Dr. Tiffany Hunter	Christa Henley (for Dr. Pauline Rolle)
Jennifer Chapman	Evelynn Livingston	Luzonia Waters (for LaTanya Wynn-Hall)
Dr. Thomas Connolly	Theresa Little	
Jackie Green	Marcus Rowe	

**Coalition Members Absent:** Amanda Baggett, Bruce Ferguson, Sunny Gettinger, Jon Heymann, Patricia Willis, Ken Wilson

**Guests:** Susan Mankowski, Lenora Wilson

**Staff:** Denise Marzullo, Angel Carro, Johnna Cooper-Daniels, Kendra King, Sybil Wilkes, Cathy Parker, Lisa Tyner, Charlene Gross, Catina Jones, Danielle DeCastro, Lashonda Hicks, Jennifer Agnew, Darlene Mahla, Nachele Brooks

Coalition Chair, Jennifer Chapman, called the meeting to order and opened by thanking Curtis and everyone for stepping up in her absence. Afterwards, each attendee introduced themselves.

Jennifer then asked for a motion to approve August 30, 2017 minutes. Curtis made a motion.

### **MOTION: TO APPROVE AUGUST 30, 2017 BOARD MEETING MINUTES.**

Motion was seconded by Theresa and approved.

Johnna briefed members on the new organizational chart which was presented at the last Board meeting. Johnna then introduced Charlene Gross, Director of the Family Engagement Department and Catina Jones, Family Engagement Trainer as well as lead person on the Jacksonville Journey Initiative. Both Charlene and Catina gave a presentation on the "Raising a Reader" Program and the Parent Café Program. They shared the services the program offered to parents as well as children. The apartment complexes served are Cleveland Arms and

Washington Heights. Dr. Connolly asked about the literacy rate of the parents. Catina added that the parent literacy rates are at different levels. Those that do not read well, are encouraged to talk about the picture with the children so there is parent/child interaction going on. Parents were honest and open about their literacy level.

Charlene then shared with the members about the Clothing Closet. The new location that now houses the Closing Closet is Gateway to Heaven Christian Church 7700 N. Pearl Street, Jacksonville, Florida 32208. Charlene also invited members to come out to this new location on Friday, November 3, 2017 from 8:45-9:15a.m. and share in the Grand Reopening for the Ribbon Cutting Ceremony.

Marcus gave a summary and comparison of children served in SR, VPK, and CCEP from September 2016 through September 2017. Marcus also briefed the board on the Wait List Enrollment as well as the different billing groups. Angel briefed the board on plans to increase VPK enrollment, including doing an ad to reach out to parents and making phone calls.

Evelynn Livingston gave an update on the great success and participation with their DELDN conference held on September 30, at Northside Baptist Church.

Theresa shared a brief legislative report. The big focus this year is to ask for more funding. We realize the state budget is tight due to hurricanes. This year's legislative priority is to request legislators to approve budget authority to allow OEL to draw down \$30 million from federal trust funds to support SR providers. DELDN is taking a group to Tallahassee for a legislative visit on 11/7.

Denise gave an update on her 3 month transitional plan. She listed City Council members that she has met with as well as those future appointments. She spoke on the Save the Children Funding, Kids Hope Alliance as well as United Way. Denise also gave an update on Westside and Southside moves indicating Westside move was a great success; however the Southside move date has been changed to the end of January. She also informed the board of each department head's highlights which were included in board packet.

As part of the Southside office move, Angel shared that we need to purchase several cubicle workstations and new furniture which will require issuing an RFP according to state guidelines since the cost is over the threshold. Jennifer asked for a motion to approve this. Michelle made the motion.

**MOTION: TO APPROVE ISSUING AN RFP TO OBTAIN BIDS FOR CUBICLES FOR THE NEW  
SOUTHSIDE OFFICE**

Motion was seconded by Marcus and approved.

Jennifer thanked to Sunny for dedicating her birthday to ELC in which she raised \$1100 through Facebook pledges.

Denise informed board members that due to the holiday, our December board meeting was changed to December 13.

After no further business or public comment, Jennifer adjourned meeting.

Respectfully yours,  
Sybil