



Meeting Minutes

Wednesday – June 27, 2018

ELC Offices

Coalition Members Present:

Jennifer Chapman	Marcus Rowe	Amanda Baggett
Dana Ferrell-Birchfield	Dr. Tom Connolly	Carlos Esquivia-Lee
Bruce Ferguson	Evelynn Livingston	Marian Wilcher
Jackie Green	Theresa Little	Dr. Tiffany Hunter
LaTanya Wynn-Hall	Karen Feagins	Sunny Gettinger
Dr. Pauline Rolle	Caleigh Quast (for Amy Buggle)	Sandy Ramsey
Ginger Peacock-Preston (for Joe Peppers)		

Coalition Members Absent: Curtis Hart, Michelle Braun, Joe Peppers, Patricia Willis

Guests: Julia Burns, Laurie Price, Lenora Wilson

Staff: Denise Marzullo, Cheryl Benveniste, Angel Carro, Kendra King, Darlene Mahla, Nachele Brooks, Charlene Gross, Lashonda Hicks, Danielle DeCastro

Coalition Chair, Jennifer Chapman, called the meeting to order and opened with a welcome and introduction of members and guests. Jennifer recognized outgoing member, Evelynn Livingston, as this was her last board meeting. She presented her with a token of appreciation for her four years of service on the board. Denise also recognized Sunny Gettinger for her leadership on the strategic plan committee and presented her with a token of appreciation.

Jennifer asked the members to review the draft minutes from the May meeting. She asked for a motion to approve the minutes. Theresa made a motion to approve.

MOTION: TO APPROVE THE MAY 3, 2018 BOARD MEETING MINUTES

Motion was seconded by Bruce Ferguson and approved.

Jennifer asked the members to review the consent agenda and asked for any discussion. After no discussion, Evelynn made a motion to approve.

MOTION: TO APPROVE THE CONSENT AGENDA AS PRESENTED

LaTanya Wynn-Hall seconded and motion was approved.

The board meetings dates, including finance and lead team meetings, were included in the packet. She asked the members to review the dates and if they had any conflicts or questions about the dates, to contact Denise.

Sunny reviewed the draft strategic plan that was in the meeting packet with the members. She reviewed the top areas of focus and shared the process the workgroup followed to reach the final draft. The group talked with partners, conducted risk analysis and met regularly as a group. It is a measured plan and a red/yellow/green system will be used for progress indicators. The final plan will be a working document. Sunny asked if there were any questions on the draft plan. One question raised was regarding the readiness rate and increasing our advocacy around that at the state level. Sunny asked for a motion to approve. Theresa made a motion. Some grammar corrections were pointed out and those will be corrected before the final version is made public.

MOTION: TO APPROVE THE STRATEGIC PLAN AS PRESENTED

Sandy Ramsey seconded and motion was approved.

Sunny thanked the strategic plan facilitators, Julia Burns and Laurie Price, for their efforts and expertise in putting the plan together.

Marcus began the committee reporting with a review of the finance summary, also included in the packet. He reviewed highlights of the summary and discussed the need to vote on the de-obligation. Since we are ending the year with a surplus by not meeting the required 78%, we need to de-obligate \$500k and send that funding back to the state. He shared that in doing this, we will not be penalized next year and will be no change to next year's allocation.

Dr. Connolly inquired about the ability to project earlier in the year, can we use surplus dollars to improve quality in centers or in other areas. Angel shared that other avenues were investigated. When forecasting for the year, we don't know until the last month or less if there will be a surplus or deficit. This money would have to be spent within a week or allocated to the wage incentive program. Moving it to the wage incentive program would create a false expectation by the providers.

Marcus shared that it was necessary to use the LOC for covering expenses since we received the state allocation 2 days late and the funding was put back right away. BDO has completed their field work and will return in September to complete audit. Marcus shared that we are estimating 700 teachers will be receiving a wage incentive at the end of July.

The 2018-2019 draft budget was discussed and Marcus highlighted a few changes. A CLASS line item was added, an FTE was added to Provider Services and 2 positions added for assessors. Non-direct funding is up to 5.8% and we are still at 3% for admin. Question was raised about the 78% and how that is perceived throughout the state. There is discussion about dropping this threshold and we need to be more effective at the state level to advocate for change.

The proposed provider rate analysis was discussed as we look at options to effect the 78%. The finance committee recommends the provider rate be increased, affecting the infant, two and three year old categories. After discussion of the budget and provider rate increase, Marcus asked for a motion to approve. Bruce Ferguson made a motion to approve.

MOTION: TO APPROVE THE 2018-2019 BUDGET AND THE PROVIDER RATES AS RECOMMENDED BY THE FINANCE COMMITTEE

Sandy Ramsey seconded and motion was approved.

Evelynn gave a brief update on DELDN activity. She shared about the upcoming job fair to be held at FSCJ on Saturday June 30. The response for the upcoming DELDN conference on July 14th is slow but there is still time for registration.

LaTanya was excited to share that we now have a full board of directors. The nominating committee met to recommend Marcus as interim board chair since Jennifer Chapman will be stepping down. A motion was necessary for this action. Theresa made a motion to approve.

MOTION: TO APPROVE MARCUS ROWE AS THE INTERIM BOARD CHAIR

Sandy Ramsey seconded and motion was approved.

Sandy commended Marcus for the great job he did while chairing the finance committee these past years. The nominating committee will be meeting again to put together the slate of officers to be presented at the August meeting. Jennifer shared it was a difficult decision for her to step down as chair and thanked Marcus for being willing to step up in this role.

Denise shared that we are already in the process of obtaining the governor appointments for Marcus, but will amend the request for him to be board chair instead of treasurer.

Denise reviewed her CEO report, sharing highlights from the Town Hall meeting at FSCJ to discuss HB 1091 concerning CLASS assessments. The event was well attended with close to 100 providers, 22 staff and an OEL representative present to answer questions. She thanked Dr. Hunter for making the facility available to them. She also discussed the leadership training with Nat Glover that she would like to host in the fall. She invited the board members to attend and details will be forthcoming. A board orientation was held with the newest board members.

Jennifer thanked Marcus and the board members, as well as the ELC staff, for the opportunity to work together these past years. Theresa gave a special thanks to Denise for her partnership with DELDN.

With no further business or public comment, meeting was adjourned at 12:35.

Respectfully submitted,
Cheryl Benveniste