



Meeting Minutes

Wednesday – October 31, 2018

ELC Offices

Board Members Present:

Dana Ferrell-Birchfield
Bruce Ferguson
Theresa Little
Karen Feagins
Dr. Pauline Rolle

Marcus Rowe
Dr. Tom Connolly
Sunny Gettinger
Dr. Tiffany Hunter
Amy Buggle
Marian Wilcher

Michelle Braun
Carlos Esquivia-Lee
Sandy Ramsey
Joe Peppers

Board Members Absent: Amanda Baggett, Jacquelyn Green, Dr. Greene, Curtis Hart,
LaTanya Wynn-Hall

ELC Staff Present : Denise Marzullo, Cheryl Benveniste, Angel Carro, Johnna Cooper-Daniels,
Darlene Mahla, Nachele Brooks, Charlene Gross, Lashonda Hicks, Cathy Parker, Jennifer Agnew,
Gwen Carmichael, Danielle Decastro

Guests Present: Jasline Jones-PNC Bank, Walter Johnson-Gateway to Heaven Church,
Jennifer Chapman- Former Board Chair

Coalition Interim Chair, Marcus Rowe, called the meeting to order and opened with introduction of members and guests.

Special recognition was given to Jennifer Chapman for her service to ELC as a board member and board chair over the last several years. Jennifer was very thankful for the gift and for all the support from the board over the years.

Recognition along with a plaque of children's artwork was presented to PNC Bank as well as Gateway to Heaven Church for being the Children's Champions by leading the way in helping and supporting the Grow Up Great Children's Clothing Closet. Hundreds of volunteer hours are given by PNC bank yearly and the Church has been so welcoming of our staff and the families in the community.

Marcus asked the members to review the draft minutes from the August 29th meeting. He asked for a motion to approve the minutes. Theresa Little made a motion to approve.

MOTION: TO APPROVE THE AUGUST 29, 2018 BOARD MEETING MINUTES

Motion was seconded by Karen Feagins and approved.

Strategic plan updates:

Denise reviewed the 2017 baseline numbers for the Strategic plan. She explained we restructured our Quality assurance department to be more robust and added a compliance Director. This team will now do compliance and audit internally reporting directly to COO-Angel Carro.

We will be collecting base numbers every six months going forward and will share those numbers at the February Board Meeting.

Review of the first Goal –Growing VPK Enrollment was shared with the Board. Marcus shared that we will be focusing as a board on our own goals. Goals were given so that ideas can be shared at a future meeting on how the board can meet their goals.

- Advocate for state funding rules to be brought into alignment with Federal rules
- Ensure continued board strength
 - Enhance board orientation and ongoing development
 - Engage in Chair succession planning
 - Engage board members in fund development
- Reinforce how staff are valued through regular Board reviews of salary and benefits

EFS Mod:

EFS Mod (the new system OEL requires coalitions to use) updates were shared by Angel. Angel shared the two letters that were sent one to Providers from OEL letting them know that the issues are not due to Coalitions and the other letter from AELC to OEL regarding concerns with Mod from the Coalitions.

The system enrollment feature is working better but the attendance and payment functions are not.

Due to this we opened up our old system and we have asked providers to submit their July – September attendance in our old system. September was paid with actual attendance, and we are in the process of reconciling July and August. We will continue to ask providers to submit their attendance going forward in the old system so we can continue to make accurate payments. Other coalitions are not as lucky as they are unable to use old systems.

Finance Committee:

Sandy shared finance information and reviewed documents.

The 800,000 Quality funding dollars to be spent were broken down as shared in packet. Angel shared that there was a larger amount being spent around CLASS manuals for all providers due to HB1091 and in wage incentives to offset the increase in Guiding Stars participation and teachers.

Changes to the estimated waiting list plan are:

Current Estimated 18-19 Waitlist Enrollment Plan

| Enrollment to Start | Children | Enrolment to Start | Children |
|---------------------|----------|--------------------|----------|
| November 2018 | 400 | March 2019 | 300 |
| December 2018 | 200 | April 2019 | 100 |
| January 2019 | 300 | May 2019 | 100 |
| February 2019 | 300 | June 2019 | 100 |

Sandy explained that due to EFS Mod a lot of funding notifications are not being delivered and that ELC is working on contacting all clients through emails, phone calls, and even mail outs to their homes so that we are capturing as many as we can. It is also taking longer to process due to staff using two systems until Mod is working correctly.

Because Duval is ahead (due to us keeping old system and moving the waiting list) we are able to have contracted slots. Contracted slots are used to pay the gap for parents from what a provider charges. Using these slots help us to meet the 78%. Providers must meet requirements to be eligible and we are looking to spend \$1.6 million on contracted slots.

Other coalitions will be giving back several million this year due to Mod and not spending all the extra funds given so Angel reached out to OEL and asked for \$15 million to do contracted slots for all SR children. OEL is looking into this and said it would be up to Coalitions to give the money back for us to receive it. The fear is that if Coalitions do not spend and are giving back to the state we will not get the funding in the future. Denise will speak to Coalition's executive team at the next meeting.

DELDN:

Theresa Little gave the DELDN updates: Rice grant secured for another year in the amount of \$10,000 for admin fees and other items like food and trainings.

September meeting had 54 in attendance and the October meeting due to bad weather had 36.

DELDN is planning their summer conference now so more to come on that soon.

Legislative Committee:

Legislative Advocacy goals for DELDN this year are:

1. Focus on VPK testing at the end of the VPK year and not the first few weeks of Kindergarten.
2. More dollars for SR funding
3. Lowering the 78% down to 70% to align with federal government

CEO Report:

CEO Report was given by Denise

Guiding Stars work group and progress with merging HB1091 and Guiding Stars program is almost complete. There will be a wage incentive workgroup lead by Angel coming soon.

Office safety is a top priority so we will be completing a build out at the Northside office to make it more secure. Due to an incident where a client threaten staff we have posted security guards at both Northside and Westside offices. Staff are also being trained in active shooter situations as well as de-escalation techniques with clients.

Annual report distributed in packet was shared with the board.

December 14, 2018 was chosen for ELC's holiday get together. If anyone would like to donate food or funds please let Denise or Kendra know.

On October 8, 2018 ELC had our first Service Palooza where staff volunteered their time at one of several locations in the community. A video was shared documenting the experiences we shared. This was tied to our united way campaign this year as the gift of time. Staff cannot wait until next year to do it again.

After CEO report Marcus opened the floor for public comment

Marian Wilcher thanked ELC for diligent work and accurate payments based of attendance and not projections due to MOD. Several others agreed.

DLC Nurse and Learn is hosting a fundraiser this weekend—Passport to Riverside. Get your tickets at 904tix.com

With no further business meeting was adjourned.

Respectfully submitted,
Cheryl Benveniste