



Approved at September 13, 2021 Board Meeting

Early Learning Coalition of Broward County, Inc.

Board Meeting Minutes

June 21, 2021 at 12:00 PM

Virtual Meeting

Members in Attendance	Laurie Sallarulo; Michael Asseff; Dawn Liberta; Cindy Arenberg-Seltzer; Beverley Batson; Cara Cerchione; Zachary Talbot; Amoy Reid; Renee Podolsky; Khalil Zeinieh; Richard Campillo; Kristina West; Kirk Englehardt; William Karp; Carol Hylton;
Members Absent	Twan Russell; Angela Iudica; Ellie Schrot; Monica King; Laurie Rich Levinson
Staff in Attendance	Renee Jaffe, CEO; Hubert Cesar, CIO; Howard Bakalar, CPO; Judith Merritt, COO, Allison Metsch, Sr. Director of Education & Quality; Elsy Silvestre, Executive Assistant; Pablo Calvo, Director of Community Engagement; Reiner Potts, Financial Analyst; Sandra Paul, Sr. Director of Provider Reimbursement; Keisha Dunn-Pettis, Senior Director of Family Services and Provider Relations
Others in Attendance	Jacob Jackson, General Counsel; Jennifer Shields

Item	Action/Discussion
Welcome & Call to Order	Board Chair called the meeting to order at 12:09 PM. Roll was called and a quorum was established. Board Chair welcomed everyone to the Board Meeting. She announced that there are opportunities on several of our committees for Board members to join, namely Audit, Finance and Governance, she encouraged Board Members to join an ELC Committee. She mentioned the Learner’s and Earner’s Workforce Summit that she and CEO, Renee Jaffe attended virtually.
CEO Report	CEO welcomed everyone to the last board meeting of the fiscal year and thanked the members for the excellent participation this fiscal year. She looks forward to meeting in person in the near future. CEO summarized the CEO report as follows: <ul style="list-style-type: none"> • Over 6,700 families participated in the bookworm initiative. • We have processed about 500 Phase V Cares Grants. • 1,971 SR children have been enrolled. • 2,084 are on waitlist down from 2,206 reported at the April board meeting.
Consent Agenda 1. Approve May 10, 2021 Meeting minutes 2. B216CA1 – Approve FY22 Sliding Fee Scale 3. B216CA2 – Approve BLI Contract Renewal 4. B216CA3 – Approve Children’s Forum FY22 Contract Extension	A Motion was made by Khalil Zeinieh to approve the Consent Agenda. Seconded by Carol Hylton. Unanimously approved. Motion Passes.

<ol style="list-style-type: none"> 5. B216CA4 – Approve 211 Broward FY22 Contract Renewal 6. B216CA5 – Approve Keefe McCullough FY22 Contract Renewal 7. B216CA6 – Approve Web Author FY22 Contract Renewal 8. B216CA7 – Approve FY2022 United Way School Readiness Match Contract. 9. B216CA8 – Approve FY2022 OEL Grant Agreement 10. B216CA9 – Approve Staff to negotiate with approved procurements for FY22 11. B216CA10 – Adoption of 403b Plan Restatement 12. B216CA11 – Empower Staff to Executive Additional Amendment to 403b Plan 13. B216CA12 – Adoption of Employee Health Benefits Plan 14. B216CA13 – Adoption of Commercial Risk Management Coverage FY22 	
<p>Finance Committee</p> <ol style="list-style-type: none"> 1. B216FIN1 – Approve Interim April Financials 2. B216FIN2 – Approve Budget Amendment #5 3. B216FIN3 – Approve Preliminary FY22 Budget 4. B216FIN4 – Approve Individual Purchases over \$35K for FY22 5. B216FIN5 – Approve FY22 Related Party Estimated Contracts and Expenditures 	<p>Approve Interim April Financials</p> <p>Finance Committee Chair opened up the Finance Committee discussion. She provided a summary on VPK enrollment, slot expenditures by OEL. She spoke about the federal funding process and how frustrating it is.</p> <p>A Motion was brought forth by the Finance Committee to approve April 2021 Interim Financial Statements, pending approval of an annual audit performed by a qualified independent certified public accountant. The Motion was unanimously approved. Motion Passes.</p> <p>Approve Budget Amendment #5</p> <p>A Motion was brought forth by the Finance Committee to approve FY2021</p>

Budget Amendment #5. The **Motion was unanimously approved. Motion Passes.**

There was a question regarding teacher bonuses. OEL is administering teacher bonuses and OEL has mentioned that these funds will be coming soon, possibly around July. The bonus will include center directors.

Approve Preliminary FY22 Budget

CAO shared a presentation on the proposed preliminary budget.

A **Motion** was brought forth by the Finance Committee to approve the preliminary FY 2022 Budget. The **Motion was unanimously approved. Motion Passes.**

Approve Individual Purchases over \$35K for FY22

A **Motion** was brought forth by the Finance Committee to approve individual purchases over \$35k for FY22. The **Motion was unanimously approved. Motion Passes.**

Approve FY22 Related Party Estimated Contracts and Expenditures

A **Motion** was brought forth by the Finance Committee to approve the FY22 Related Party Estimated Contracts and Expenditures. The **Motion was approved. Motion Passes.**

The following board members abstained from voting:

- Dawn Liberta abstained because she is the Board Chair for CSC.
- Cara Cerchione abstained due to personal benefit of her company utilizing school readiness funds.
- Beverley Batson abstained from voting because her facility utilizes school readiness funds.
- Cindy Arenberg Seltzer abstained from voting because a related party transaction. ELC is a contributor to the family resource guide that CSC is the organizer of.

CEO provided an overview of CRSSA & ARP Funding. William Karp commented about some of the providers and how he has seen a huge number of providers that are running a waiting list because they don't have sufficient staff to enroll more children. Providers are having a hard time enrolling additional children because of the unusual low number of staff. William said he has never seen this happen before.

Carol Hylton mentioned that there are approximately 134 job seekers registered and looking for child care positions. She mentioned that

	<p>CareerSource can now start doing targeted recruitment fairs. Carol will touch base with Renee to discuss further.</p> <p>The Board started a discussion regarding doing something locally to assist and support the providers.</p>
<p>Nominating Committee - Michael Asseff</p> <p>Governance Committee – Dawn Liberta</p> <p>Program Review Committee – Khalil Zeinieh</p> <p>Audit Committee – Richard Campillo</p> <p>Provider Representative – Cara Cerchione, Representative private for profit child care provider</p> <p>Beverley Batson, Representative private faith based child care provider</p>	<p>No Discussion.</p> <p>No Discussion.</p> <p>No Discussion.</p> <p>No Discussion.</p> <p>Beverley mentioned that the mental health with the families and that has been a question about support via ELC for families to have access to.</p> <p>CEO spoke about PDG dollars used for mental health training for providers and families.</p> <p>Finance Chair spoke about a procurement regarding community trauma, looking for agencies who will hire community mental health workers. Teaming up with Broward Behavioral to train people to be community mental health workers. The workers will be deployed into the community and they can reach out to parents and go into the childcare centers. The zones were based on those areas of people experiencing highest levels of gun violence.</p> <p>Cara also wanted to make the Board aware of expulsion rates and how any child that misbehaves will be kicked out. This is a red flag for the community to be aware of.</p>
NEW BUSINESS	CSC is having their budget retreat on May 20. Cindy asked for anyone that wants to attend to do so via Zoom.
MATTERS FROM CHAIR	There was no discussion.

MATTERS FROM COMMITTEES	William Karp mentioned that child care licensing started a pilot program for providers that are in good standing, in business 2 years, no class 1 violations in two-year period, qualified director and are not in an investigation. Those providers who meet that eligibility can have one remote desk inspection. This will help to congratulate compliant providers.
PUBLIC COMMENT	There was no discussion.
NEXT MEETING DATE	September 13, 2021 at 12:00PM
ADJOURN	Meeting adjourned by William Karp at 1:38 PM

These minutes contain the action items of the Board meeting of the Early Learning Coalition of Broward. They do not include all the Committee's discussions or comments on each matter or issue raised during the meeting. A tape recording of the meeting is held in the Coalition office. Corrections from the Committee will be taken prior to approval at the next meeting.

Manea F. King
ELC SECRETARY