



APPROVED AT DECEMBER 5, 2023, EXECUTIVE COMMITTEE MEETING
Early Learning Coalition of Broward County, Inc.
Executive Committee Meeting Minutes
October 3, 2023, at 1:30 PM
Virtual Meeting

Members in Attendance	Monica King; Cindy Arenberg-Seltzer; Twan Russell; Michael Asseff; Renee Podolsky
Members Absent	Chair, Laurie Sallarulo
Staff in Attendance	Renee Jaffe, CEO; Christine Klima, CAO; Judith Merritt, COO; Howard Bakalar, CPO; Hubert Cesar, CIO; Melody Martinez, Board Liaison & Executive Assistant; Lizbeth DelVecchio, Executive Assistant & Special Projects Coordinator; Megan DeGraaf, Purchasing & Procurement Specialist; Reinier Potts, Financial Analyst; Kasey LaFrance, Contracts Administration Manager; Sarane Epps, Contrast Specialist; Sandra Paul, Senior Director of Provider Reimbursements; Stephanie Landreville, Controller; Allison Metsch, Senior Director of Education & Quality; Ancel Pratt III, Senior Director of Communications; Amy Moore, Sr. Director of Family Services & Provider Relations
Others in Attendance	Julie Klahr, Legal Counsel; Maria Hernandez

Item	Action/Discussion
Welcome & Call to Order	In the absence of the Chair and First Chair, Second Chair Twan Russell was acting Chair and called the meeting to order at 2:17 PM. The roll was called, and a quorum was established.
Chair Report	Nothing to Report
CEO Report	The CEO provided an update and shared that this Thursday is our first Fundraiser. Acting Chair Twan Russell asked if he could donate since he is unable to attend the event. CEO informed him that the QR code with contained within the packet and he immediately made a donation.
Consent Agenda 1. Approve August 29, 2023, Committee meeting minutes 2. EXC242CA1 – Authorize the Board to sign the Fort Lauderdale School Readiness Match Funding Agreement.	A Motion was made by Cindy Arenberg-Seltzer and Seconded by Monica King to move the Consent Agenda. The Motion was unanimously approved. Motion Passes.
Regular Business 1. EXC242RB1 – Authorize ELC to Request Proposals to provide Child Care Resource & Referral Software Services	A Motion was made by Cindy Arenberg-Seltzer and Seconded by Monica King to Authorize staff to release a Request for Proposals (RFP) and select a vendor to provide Child Care Resource & Referral Software as a Service under the ARPA Discretionary Funding Plan, not to Exceed \$500,000 for up to 2.5 years. The Motion was unanimously approved. Motion Passes.

2. EXC242RB2 – Authorize ELC to negotiate for Child Care Classroom management and online Learning Technology services	A Motion was made by Cindy Arenberg-Seltzer and Seconded by Monica King to Authorize staff to release an Invitation to Negotiate for Child Care Classroom Management and Online Learning Technology Services under the ARPA Discretionary Funding Plan, not to Exceed \$500,000 for up to 2.5 years. The Motion was unanimously approved. Motion Passes.
Unfinished Business	None
New Business	None
Matters from the Chair	None
Public Comments	There was no discussion.
Next Meeting	<u>December 5, 2023, at 1:30 PM</u>
Adjourn	Acting Chair Twan Russell adjourned the Meeting at 2:30 PM.

These minutes contain the action items of the Board meeting of the Early Learning Coalition of Broward. They do not include all of 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 before approval at the next meeting.