

Executive Meeting Agenda
December 10, 2024, at 1:30 PM
(Immediately following the Finance meeting)
Zoom Meeting

Meeting ID: 828 6018 5386 Passcode: 301368

<https://us06web.zoom.us/j/82860185386?pwd=BWjLMNPmjDU47lbfoqzKDafjEmnN3t.1>

Members are reminded of conflict-of-interest provisions. In declaring a conflict, please refrain from voting or discussing and declare the following information: 1) Your name and position on the Board, 2) The nature of the conflict, and 3) Who will gain or lose as a result of the conflict. Please also fill out form 8B prior to the meeting.

		PAGE	
1.	Call to Order		Laurie Sallarulo, Chair
2.	Roll Call		Melody Martinez, Board Liaison
3.	Chair Report		Laurie Sallarulo, Chair
4.	CEO Report	2	Renee Jaffe, CEO
5.	Consent Agenda 1. Approve October 1, 2024, Committee meeting minutes 2. EXC253CA1 – Approve AD Henderson Foundation Agreement 3. EXC253CA2 – Approve Scope of Services for Sole-Sourced Vendor Agreement with 211 4. EXC253CA3 – Authorize staff to bring vendor selection for Compensation Consulting Services to the Board for Approval	4 6 9 25	Laurie Sallarulo, Chair
6.	Regular Business NONE		
7.	FYI <ul style="list-style-type: none"> • FYI-1 Contract List • FYI-2 Board Engagement Calendar • FYI-3 DEL Accountability Monitoring Summary • FYI-4 Board Calendar FY 24/25 • FYI-5 Board Committee Member List FY 24/25 • FYI-6 FY 24/25 Executive Committee Meeting Attendance • FYI-7 Glossary of Terms 	26 28 30 36 37 38 39	
8.	Unfinished Business New Business Matters from the CEO Matters from the Committee Matters from our Partners Public Comment		
9.	Next ELC Executive Meeting: January 28, 2025		
10.	Adjourn		

Please Note: Agenda is subject to revisions and additions at the discretion of the Chair of the Coalition. Notification will be sent of any such revisions or additions. **Members of the Public:** Please sign up at the entry desk for public comments to be made on any particular agenda items no later than five minutes after the Coalition meeting has been called to order.

“As per [§286.0105, Fla. Stat.](#) Any person who decides to appeal any decision of the Board with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose, may need to ensure that a verbatim record of the proceedings is made which record includes testimony and evidence upon which the appeal is to be based.”

CEO Report

Executive Committee – December 10, 2024

School Readiness Enrollment Update

Last month, DEL issued guidance that directed Early Learning Coalitions to stop enrolling children from the Income Eligible waitlist if they were projecting a year-end budget deficit. Because we are projecting a year-end deficit, ELC Broward immediately stopped calling families off the income eligible waitlist and is only enrolling new children from mandated categories (TANF, Protective Supervision, etc.). In October, we served 15,275 children. We are projecting our monthly census will need to drop to approximately 11,873 by June through natural attrition of approximately 425 per month to resolve the deficit.

In the month since the ELC stopped calling new families from the waitlist, the waitlist has grown by more than 1,000 children. As of December 3rd, the Broward waitlist is 1,862.

VPK Update

As of December 2nd, we have approved 14,237 VPK school-year applications (FY 23-24), and we have 12,369 children who have now enrolled in VPK. The Florida Statewide Estimating Conference estimated earlier this year that Broward would have 12,815 school year participants. We will continue to keep you updated throughout the year as to our ability to meet or exceed this estimate.

Read for the Record Event in MODEL Classroom

ELC held a Read for the Record Event on October 17, 2024. A group of VPK students from a local program attended the event as well as staff and two Board members. Allison Metsch read to the students “Piper Chen Sings” after which the students had fun activities in our large conference room as well as lunch.

CEO Award

On October 24th, The Journey Institute and Florida Association for Infant Mental Health (FAIMH) presented the ELC’s CEO with the **Agent of Change for Babies award** at their annual Babies & Bubbles Brunch. The event also included speakers who provided impactful presentations focusing on infant/toddler and early childhood mental health.

Top Workplace Awards

We are proud to announce in addition to receiving the Sun Sentinel’s Top Workplace 2024 designation, we were recently informed that we have also won their Coveted Gold Badge Top Workplace Awards for Innovation, Work-Life Flexibility, Compensation & Benefits, Leadership and Purpose & Values. These awards are based on the 2024 employee engagement survey we conducted for Top Workplace and mean we were in the top 5 of companies of our size or in the top 25% of similar companies.

Additionally, ELC is also a Fall Culture Excellence Top Workplace winner for Appreciation, Employee Well-Being and Professional Development.

Broward Early Childhood Educators Conference (BECE)

We are very excited to announce we are resuming our in-person BECE, which is tentatively scheduled for Saturday, February 22nd, at Boyd Anderson High School. Go, Cobras! Once the space and contracts are finalized, a Save the Date will be sent out.

New Broward County School Board Representative

The Broward County School Board appointed Brenda Fam to serve as their representative to the ELC at their board meeting on November 19. We have invited her to attend our upcoming Board meeting on December 16.

ELC Board Provider Representative Vacancy

The ELC received 5 applicants for the Provider Representative position. Following the vetting process, 3 candidates remain and were invited to the Nominating Committee meeting scheduled for Thursday December 5, 2024.

Nominating Committee

We need additional board members to join the Nominating Committee. Please let Judith Merritt know if you are interested.

DEL Accountability Monitoring

Each year or every other year, DEL conducted an early education and care accountability review to ensure the ELC's overall administration and implementation of early learning programs. The review includes the following areas: Coalition Governance (CG), Operations and Program Management (OPM), Child Care Resource and Referral (CCR&R), Educational Services Delivery (ESD), School Readiness (SR), Voluntary Prekindergarten (VPK), and Data Accuracy (DA) and within each of these areas are various subtopics. The purpose of the review is to ensure the coalition has met or exceeded DEL's service delivery and operational requirements. ELC Broward's review began on May 7, 2024, and the DEL accountability review team reviewed programmatic operations from July 1, 2022, through June 30, 2024.

The review is extensive and covers almost all aspects of the organization. Each of the areas above has various subtopics that were sampled/reviewed for compliance. As a result, it is not easy to break down the results. Overall, amongst all categories, the ELC had only 2 findings, which were:

Coalition Governance

Finding: Completion of Form 8B (Conflict of Interest Form)

Ensure Board members complete Form 8B timely and correctly. The ELC must submit reports verifying that the coalition is continuing to implement its corrective action on this item.

Operations and Program Management

Finding: Termination of service notices provided 14 calendar days prior to termination and use the correct sample size for SR Tier 2 monitorings.

The ELC must submit reports verifying that the coalition is continuing to implement its corrective actions regarding these items.

DEL praised our Coalition for the results of this review, for an organization of our size. The report summary can be found in the FYI section (FYI-3).



Early Learning Coalition of Broward County, Inc.
Executive Committee Meeting Minutes
October 1, 2024, at 1:30 PM
Virtual Meeting

Members in Attendance	Chair, Laurie Sallarulo; Dawn Liberta; Michael Asseff; Cindy Arenberg-Seltzer; Renee Podolsky
Members Absent	Monica King
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; Allison Metsch, Senior Director of Education & Quality; Amy Moore, Sr. Director of Family Services & Customer Services; Ancel Pratt III, Senior Director of Communications; Kasey LaFrance, Contracts Administration Manager; Reinier Potts, Financial Analyst; Roy Persaud, Accountant; Sandra Paul, Senior Director of Provider Reimbursements; Sarane Epps, Contrast Specialist; Stephanie Landreville, Controller
Others in Attendance	Julie Klahr, Legal Counsel

Item	Action/Discussion
Welcome & Call to Order	Acting Chair Dawn Liberta called the meeting to order at 1:45 PM. The roll was called, and a quorum was established.
Chair Report	Nothing at the moment.
CEO Report	CEO shared that we have posted for our vacant Provider Representative vacancy. We are still waiting for applications and have extended the deadline as well as promoting at PLAN meetings.
Legislative Plan/Discussion	<p>CEO provided a legislative update. We had an AELC meeting to discuss legislative priorities that will begin in 2025. For Broward, the priority is more funding. We did agree upon two priorities. The first one is that all coalitions should be right seized, which means they should have sufficient funding to cover the needs of their community. The second one is to increase the SR eligibility. However, we have to address the funding before the eligibility piece. We submitted our request for the \$40M dollars to address the school readiness funding gaps. We will create a messaging script; any board member is welcome to obtain a copy if they wish to support our priorities.</p> <p>Chair Laurie Sallarulo joined the meeting at 1:50 PM.</p> <p>Cindy Arenberg-Seltzer commends the CEO for her hard work, as she sees that the message is getting through; she knows it's not easy.</p>
Consent Agenda 1. Approve August 27, 2024, Committee meeting minutes 2. EXC252CA1 – Approve Recommendation for Employee Benefits Brokers Services 3. EXC252CA2 – Approve Recommendation for Risk	<p>A Motion was made by Michael Asseff and Seconded by Dawn Liberta to move the Consent Agenda. The Motion was unanimously approved. Motion Passed.</p>

Management Insurance Broker Services	
Regular Business None	None
Unfinished Business	None
New Business	None
Matters from the CEO	None
Matters from the Committee	None
Public Comments	There was no discussion.
Next Meeting	<u>December 10, 2024</u>
Adjourn	Meeting adjourned at 1:58 PM by Cindy Arenberg-Seltzer.

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.

DRAFT

ITEM/MEETING	EXC253CA1 / Executive Committee
DATE:	December 10, 2024
SUBJECT:	A.D Henderson Foundation FY25 Food and Training Related Support Revenue Agreement
FOR ACTION:	Yes
RECOMMENDED ACTION:	Approve FY25 Revenue Agreement with A.D Henderson Foundation for Food and Training Related Support and Materials pending legal review
FINANCIAL IMPACT:	+\$70,000
ELC STAFF LEAD	C. Klima

Background Information:

Since FY 2022 -2023, the AD Henderson Foundation (the Foundation) has provided substantial financial support to the Coalition ranging from \$12,000-\$14,000 grants for food related support for Childcare Provider trainings, to approximately \$150,000 of annual funding for three years for Peer Support Specialists that connect families with various community resources for children with special needs.

Current Status:

In addition to \$141, 830 already awarded by the Foundation to continue the popular Peer Support Program in FY 2024-2025, we requested \$70,000 from the Foundation for continued training-related support to cover food costs and provide stipend incentives for our training academy, the Broward Early Learning Academy, to help educators enhance and develop their skills. On November 14, 2024, The Henderson Foundation approved the Coalition’s request for funding, and we are awaiting a draft agreement.

Providing lunch or dinner during the many trainings we hold throughout the fiscal year makes it easier for Early Learning Childhood Educators and Directors to attend right after work or on the weekends. Serving food also creates a warm and welcoming environment that helps educators focus on learning and collaboration. The new grant will also include Stipend dollars for providers that attend and complete the trainings that helps supplement their income and encourages professional development. These types of incentives have not only encouraged and increased participation over the years, but they also show appreciation for the educators’ dedication to advancing their skills, ultimately benefiting the children and families they serve.

The budget for this funding is as follows:

Stipends	\$51,725
Food for Trainings and Materials	\$13,725
Stipend Administration Costs	\$5,000
Total	\$70,000

Recommended Action:

Staff recommend the Executive Committee Approve the FY25 Revenue Agreement with the A.D Henderson Foundation for Food and Training Related Support pending legal review.

Supporting Documentation:

- Disclosure of business transaction, relationship or interest Form – Howard Bakalar

FORM 4A DISCLOSURE OF BUSINESS TRANSACTION, RELATIONSHIP OR INTEREST

LAST NAME - FIRST NAME - MIDDLE INITIAL BARALAR, HOWARD		OFFICE / POSITION HELD Chief Program Officer	
MAILING ADDRESS 12361 NW 26 St		AGENCY OR ADVISORY BOARD Early Learning Coalition of Broward	
CITY Plantation	ZIP 33323	COUNTY Broward	ADDRESS OF AGENCY 1475 W. Cypress Creek Rd. Ft. Lauderdale 33309

HOW TO COMPLETE AND FILE THIS FORM:

Parts A and B of this form serve two different purposes. Part A is for advisory board members who wish to use an exemption in the ethics laws that is applicable only to advisory board members. Part B is for public officers and employees who wish to use a separate exemption that is applicable when the business entity involved is the sole source of supply within the political subdivision. In order to complete and file this form:

- **Fill out** Part A or Part B, as applicable.
- **Sign** and date the form on the reverse side.
- **File Part A** with the appointing body or person that will be waiving the restrictions of 112.313(3) or (7), Fla. Stat., prior to the waiver.
- **File Part B** with the governing body of the political subdivision in which the reporting person is serving, prior to the transaction.

PART A - DISCLOSURE OF TRANSACTION OR RELATIONSHIP CONCERNING ADVISORY BOARD MEMBER

WHO MUST COMPLETE THIS PART:

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain business relationships on the part of public officers and employees, including persons serving on advisory boards. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12), Florida Statutes, permits the appointing official or body to waive these requirements in a *particular instance* provided: (a) waiver by the appointing body must be upon a two-thirds affirmative vote of that body; or (b) waiver by the appointing person must be effected after a public hearing; and (c) in either case the advisory board member must fully disclose the transaction or relationship which would otherwise be prohibited by Subsections (3) or (7) of Section 112.313, Florida Statutes. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable* to an advisory board member.

PLEASE COMPLETE THE FOLLOWING:

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:
 - () The reporting person;
 - () The spouse of the reporting person, whose name is _____; or
 - () A child of the reporting person, whose name is _____
2. The particular transaction or relationship for which this waiver is sought involves [check applicable space]:
 - () Supplying the following realty, goods, and/or services: _____
 - () Regulation of the business entity by the governmental agency served by the advisory board member.
3. The following business entity is doing business with or regulated by the governmental agency:

4. The relationship of the undersigned advisory board member, or spouse or child of the advisory board member, to the business entity transacting this business is [check applicable spaces]:
 - () Officer; () Partner; () Associate; () Sole proprietor; () Stockholder; () Director; () Owner of in excess of 5% of the assets of capital stock in such business entity; () Employee; () Contractual relationship with the business entity;
 - () Other, please describe:

PART B - DISCLOSURE OF INTEREST IN SOLE SOURCE OF SUPPLY

WHO MUST COMPLETE THIS PART:

Sections 112.313(3) and 112.313(7), Florida Statutes, prohibit certain employment and business relationships on the part of public officers and employees. See Part III, Chapter 112, Florida Statutes, and/or the brochure entitled "A Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees" for more details on these prohibitions. However, Section 112.313(12)(e), Florida Statutes, provides an exemption from the above-mentioned restrictions in the event that the business entity involved is the only source of supply within the political subdivision of the officer or employee. In such cases the officer's or employee's interest in the business entity must be fully disclosed to the governing body of the political subdivision. This Part of Form 4A has been prescribed by the Commission on Ethics for such disclosure, *if and when applicable*.

PLEASE COMPLETE THE FOLLOWING:

1. The partnership, directorship, proprietorship, ownership of a material interest, position of officer, employment, or contractual relationship which would otherwise violate Subsection (3) or (7) of Section 112.313, Florida Statutes, is held by [please check applicable space(s)]:

- The reporting person;
- The spouse of the reporting person, whose name is _____; or
- A child of the reporting person, whose name is _____.

2. The following are the goods, realty, or services being supplied by a business entity with which the public officer or employee, or spouse or child of such officer or employee, is involved is:

Funding of stipends and food for child care educators.

3. The business entity which is the only source of supply of the goods, realty, or services within the political subdivision is:


AJ Henderson Foundation
 (NAME OF ENTITY) (ADDRESS OF ENTITY)

4. The relationship of the undersigned public officer or employee, or spouse or child of such officer or employee, to the business entity named in Item 3 above is [check applicable spaces]:

- Officer; Partner; Associate; Sole proprietor; Stockholder; Director; Owner of in excess of 5% of the assets or capital stock in such business entity; Employee; Contractual relationship with the business entity;
- Other, please describe:

Trustee for AJ Henderson Foundation

SIGNATURE

SIGNATURE 	DATE SIGNED <u>12/5/24</u>	DATE FILED
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NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES s. 112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

ITEM #/MEETING:	EXC253CA2 / Executive Committee
MEETING DATE:	December 10, 2024
SUBJECT:	211 Broward FY25 Vendor Agreement Scope of Services
FOR ACTION:	Yes
RECOMMENDED ACTION:	Approve Scope of Services and Deliverables for a Sole-Sourced Vendor Agreement with First Call for Help d/b/a 211-Broward effective January 1, 2025, pending legal review.
FISCAL IMPACT:	\$62,500 January 1, 2025 -June 30, 2025
ELC STAFF LEADS	Christine Klima

Background Information:

In May, 2024 the Board approved a proposal to wind down our sub-recipient agreement with First Call for Help d/b/a 211- Broward (211 Broward) by December 31, 2024 and initiate a sole sourced Vendor Agreement starting January 1, 2025 to better align the contracted scope of work and deliverables with the way the actual delivery of services has evolved over the past five years.

The Coalition has determined that 211 Broward is a sole sourced vendor based on the following:

- 211 Broward is the sole FCC-designated 211 resource for community services in Broward County.
- 211 Broward holds the exclusive license to operate in Broward County using the three-digit FCC designated dialing number.
- 211 Broward is the only 24/7 comprehensive agency that provides support services for individuals seeking crisis intervention assistance and/or information and referral services needed for supporting Coalition services in an emergency.

Current Status:

A Draft Scope of Services is attached and a Summary of Services and costs are below. The Vendor Agreement term will run January 1 to June 30, 2025.

Deliverable	Monthly Estimated Hours	Vendor Hourly Fee	Total Monthly Fixed Fee	Months of Service	Total Cost Not to Exceed
Regular Traffic Referrals to CCR&R Resources or Help Me Grow.	20	150	\$ 3,000	6	\$ 18,000
ELC Customer Service Call Overflow Coverage	10	150	1,500	6	9,000
Enhanced Community Outreach at Events.	15	150	2,250	6	13,500
Referral Database Maintenance	12	150	1,800	6	10,800
Data Collection & Reporting for Call, Outreach and other Statistics	12	150	1,800	6	10,800
Disaster Recovery Readiness	0.5	150	75	6	450
Total Estimated Hours & Calculated Fixed Fee	69.5		\$ 10,425		\$ 62,550

The intent to award is currently posted on the Coalition website for a period of fifteen (15) business days based on the May authorization and the notice of award will be posted for 72 business hours thereafter pending Board approval of the finalized scope of services.

Recommendation:

- The Executive Committee recommend the Board Approve the Draft Scope of Work and Deliverables for a Sole-Sourced Vendor Agreement with First Call for Help d/b/a 211-Broward for Scaled-back and Revised Services beginning January 1, 2025.

Supporting Documentation:

- Draft Scope of Services
- Documentation of Sole Sourced Determination

Exhibit A

Scope of Services

1) DEFINITIONS:

- A. CCR&R Services** shall mean the State of Florida Child Care Resource and Referral Program, which is a Federal and State-Funded service that helps parents find and select child care providers, provides information about early care and education and the parent's role as the child's first teacher and connects parents to other community resources as appropriate. The Coalition provides CCR&R Services in Broward County under a Grant Agreement with the Florida Department of Education Division of Early Learning.
- B. Help Me Grow Program** shall mean the Broward County Help Me Grow Affiliate Program administered by the Coalition under a Sub-recipient Agreement with the Children's Forum. The program provides free expert knowledge on child development and ensures children and families are connected to needed community -based services and supports. The Vendor will make referrals to the Coalition for Broward County parents wishing to speak with a Coalition Care Coordinator about child development or for free developmental and behavioral screenings for their child

2) DESCRIPTION OF THE SCOPE OF WORK:

A. Referrals from normal 211 call traffic to Coalition CCR&R & Help Me Grow Program services

The Vendor will refer clients with needs for child care, financial assistance paying for child care and specialized services for children with special needs to the Coalition customer service call center, Coalition CCR&R and general provider search service links on the Coalition Website, and to designated Coalition points of contact for Coalition Help Me Grow Program services. The vendor will track the number of calls received that include such referrals and submit reports monthly as supporting documentation with each invoice. The Vendor shall provide periodic training, updates and guidance to 211 call center staff as appropriate on Coalition requirements for making and tracking these referrals

- Estimated number of referrals: 370 calls/month
- Estimated hours for this service: 20 hours/month

B. Periodic coverage for Coalition Customer Service unit call traffic:

The vendor will assign 2-3 staff to answer Coalition Customer Service Department Calls when the Coalition Customer Service unit is closed for in-service events or meetings, technologically disabled or experiencing an unusually high sustained call volume during standard Coalition business hours, or temporarily unable to operate for other reasons.

The Coalition shall notify the Vendor at least one week in advance of any planned needs for coverage and as soon as practicable for any un-planned outages or call overflow. The Vendor will track the number of times they provide coverage for such events, including the dates and

times the service began and ended and, if practical, the number of calls answered. The Vendor will submit reports with this information monthly as supporting documentation with each invoice.

- Estimated number of events: 5 events/month
- Estimated hours for this service: 10 hours/month

C. Community Outreach promoting Coalition Services in Broward County at scheduled Vendor events

The Vendor will feature information about Coalition services throughout Broward County at all of the Vendor's scheduled events that are relevant to the Coalition's client base. The vendor will provide staff at such events that are able to discuss Coalition services with attendees and make referrals to services if requested. The Vendor shall track the date, purpose and location of each event and submit reports monthly as supporting documentation with each invoice. Vendor shall provide periodic training, updates and guidance to 211 event staff as appropriate on Coalition requirements for making and tracking these referrals

- Estimated number of events: 5 events/month
- Estimated hours for this service: 15 hours/month

D. Upkeep and Maintenance of Community Services database for Coalition clients requesting CCR&R services.

The Vendor will shall maintain a directory of community resources which, at a minimum, contains parent education programs, financial assistance, programs including the temporary cash assistance program, and related community and social services resources. The directory must be maintained in a format that Coalition staff can view, download, sort and share with clients the most up to date information at any time as part of the Coalition's CCR&R Services.

Resource Elements shall include, but are not limited to, the following:

1. Community services for Broward County
2. Federal and state financial assistance programs
3. Federal, state and local partners, including state agencies and social services organizations
4. Child healthcare
5. Child welfare and abuse
6. Services for children with special needs or developmental disabilities, such as developmental screenings or assessments
7. Resources provided by the Office of Early Learning or identified through collaboration with other entities; and
8. Other resources as needed and appropriate to the specific needs of the individual family

The Vendor will certify that the database was updated on reports submitted monthly as supporting documentation for each invoice.

- Estimated number updates: 4 updates/month
- Estimated hours for this service: 12 hours/month

E. Call traffic & event data collection and reporting for CCR&R, Customer Service and Help Me Grow Services

The Vendor will collect and update data and statistical reports for referrals, events and other activities required under this Agreement and upon request from the Coalition from time to time as needed.

- Estimated number updates: 4 updates/month
- Estimated hours for this service: 12 hours/month

The Vendor will certify that the data was collected and updated from the Vendor's VOIP system and other sources as required in reports submitted monthly as supporting documentation for each invoice.

F. Maintenance of disaster response readiness status for Coalition business continuity

The Vendor will maintain and update its policies, procedures and resources as appropriate to ensure readiness to provide continuity of business communications services to the Coalition's Broward County clients on behalf of the Coalition in the event the Coalition is unable to operate or communicate for itself due to a disaster or other unforeseen major event or development.

The Vendor will certify that the Vendor's continuing readiness status in reports submitted monthly as supporting documentation for each invoice.

- Estimated number of events: 1 events/month
- Estimated hours for this service: .5 hours/month

G. Additional Requirements:

1. **Attestation of Background Screens:** The Vendor shall provide a completed attestation form to the Coalition confirming level I background screens as described in Section 7 of this Exhibit A below upon execution of this Agreement and prior to the first day of services.
2. **Certificate of Insurance:** The Vendor shall provide a Certificate of Insurance upon execution of this Agreement, and annually as appropriate, as required in **Section 15. INSURANCE** for the following coverages:
 - a. General Liability
 - b. Cyber and Data Breach
 - c. Worker's Compensation

2) BILLING AND SCHEDULE:

The Vendor shall submit an invoice the Coalition monthly on a fixed fee basis as calculated below with supporting reports, data and certifications attached as described in section 2(A-F) above. The monthly fixed fee amount is calculated as follows:

Deliverable	Monthly Estimated Hours	Vendor Hourly Fee	Total Monthly Fixed Fee	Months of Service	Total Cost Not to Exceed
Regular Traffic Referrals to CCR&R Resources or Help Me Grow.	20	150	\$ 3,000	6	\$ 18,000
ELC Customer Service Call Overflow Coverage	10	150	1,500	6	9,000
Enhanced Community Outreach at Events.	15	150	2,250	6	13,500
Referral Database Maintenance	12	150	1,800	6	10,800
Data Collection & Reporting for Call, Outreach and other Statistics	12	150	1,800	6	10,800
Disaster Recovery Readiness	0.5	150	75	6	450
Total Estimated Hours & Calculated Fixed Fee	69.5		\$ 10,425		\$ 62,550

In the event there is a conflict between **Section 3 of Exhibit A** of this Agreement and **Section 3 (Compensation and Billing)** of this Agreement in terms of the time of invoicing and payment, **Section 3 of Exhibit A** shall prevail. Except as stated herein, all other matters concerning compensation and billing hereunder shall be as set forth in Section 3 of this Agreement.

3) SERVICES AND SITE LOCATIONS: The Vendor will perform or deliver the following work or services at the following location(s):

Remotely and at the Vendor’s Worksites

5) DATES, TIMES AND HOURS FOR SCOPE OF SERVICE: The Scope of Services shall be performed or delivered during **normal Vendor working hours.**

6) PERSONS PERFORMING THE SCOPE OF SERVICES: The Parties have agreed that the person(s) who will be allowed on the Coalition’s property or program sites and who are approved by the Coalition to perform or deliver the Scope of Services as set forth in **Exhibit A** are as follows:

Vendor staff

7) Background Screening

A Qualified Entity includes a business or organization, whether public, private, operated for profit or not-for-profit, or voluntary, which provides care or care placement services, including a business or organization that licenses or certifies others to provide care or care placement services in accordance with §943.0542, Florida Statutes.

A Covered Individual includes individuals who have, seeks to have, or may have access to children, to a childcare location, to the children, families, or child care centers served by the Coalition or other Qualified Entity.

If the services required in the Scope of Services qualifies the Vendor as a Qualified Entity and the Vendor's employee, subcontractor, or agent qualify as Covered Individuals, prior to providing any services under this Agreement, the Vendor shall require its employees, subcontractors, or agents providing services under this Agreement to undergo a level 2 background screening or rescreening in accordance with §435.04, Florida Statutes, to include fingerprinting for statewide criminal history records checked through the Florida Department of Law Enforcement and national criminal history records through the Federal Bureau of Investigation, and may include local criminal records checks through local law enforcement agencies.

If the Vendor qualifies as a Qualified Entity but the Coalition determines that certain of the Vendor's employees do not meet the definition of a Covered Individual, but that such persons have access to Confidential or Proprietary Information as defined in **Section 9 (Confidential And Proprietary Information; Disclosure; Records)**, those individuals shall undergo a level 1 background screening or rescreening in accordance with §435.03, Florida Statutes, including screening for employment history, statewide criminal correspondence checks through the Florida Department of Law Enforcement, a check of the Dru Sjodin National Sex Offender Public Website, and a local criminal records check through local law enforcement agencies.

The Vendor shall provide a completed Background Screening Attestation utilizing the Coalition's form, identifying the specific individuals which will be performing services under the Agreement certifying that they comply with the requirements of §§435.01 or 435.02, Florida Statutes, as applicable. In the event a background screening or rescreening of the Vendor its employees is required by the Coalition and said screening reveals information that either would place the Coalition or the Vendor in violation of applicable law or raises legitimate concerns for the Coalition, the Vendor and its employees, representatives, or agents will not be allowed to perform service under this Agreement until such time as the Vendor receives the prior written consent of the Coalition that it is in compliance with applicable laws. The Vendor shall require its employees, subcontractors, or agents performing under this Agreement to notify the Vendor upon arrest for any criminal offense. The Vendor shall notify the Coalition within 24 hours of learning of the arrest of such employee or agent.

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PricewaterhouseCoopers LLP
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Telephone (404) 870 1100
Facsimile (404) 870 1239
Direct phone (404) 870-1123
Direct fax (404) 870-1262

First Call for Help of Broward, Inc.
Kathleen Gent
President/CEO
16 SE 13th Street
Ft. Lauderdale, FL 33316

31 January 2001

Dear Kathleen:

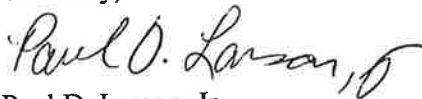
This letter is to confirm our receipt of your request and cashier's check on behalf of First Call for Help of Broward, Inc. for abbreviated dialling (N11) service in the Fort Lauderdale basic local calling area in the State of Florida. Your request for N11 service has resulted in the allocation of the 211 number in the Ft. Lauderdale basic local calling area in the State of Florida.

This allocation comes as a result of FCC order 00-256 adopted July 26, 2000. Please note that the 211 code is currently in use in the Ft. Lauderdale basic local calling area. The current user will have six (6) months from the date they are notified of this assignment to discontinue their service and vacate the 211 code.

Please contact your BellSouth Account Representative to initiate the service request order to begin the process of establishing the service. The cashier's check will be submitted to Mr. Eric McCall of BellSouth Telecommunications, Inc. and will be applied to the charges associated with establishing the service.

If you have any questions regarding this confirmation and allocation or the process forward, please do not hesitate to contact me at (404) 870-1123 or Eric at (404) 927-8077.

Sincerely,



Paul D. Larson, Jr.

Assurance Business Advisory Services

cc: Mr. Eric McCall, BellSouth Telecommunications, Inc.
Mr. Danny Flynn, BellSouth Telecommunications, Inc.
Mr. Robert Lattimore, PricewaterhouseCoopers – Atlanta

Appendix C: Excerpts of FCC Rule 00-256A1 - Assigning 211 Dialing Codes For Use by Community Information and Referral Services

Before the
Federal Communications Commission
Washington, D.C. 20554

In the Matter of)	
)	
Petition by the United States Department of Transportation for Assignment of an Abbreviated Dialing Code (N11) to Access Intelligent Transportation System (ITS) Services Nationwide)	NSD-L-99-24
)	
Request by the Alliance of Information and Referral Systems, United Way of America, United Way 211 (Atlanta, Georgia), United Way of Connecticut, Florida Alliance of Information and Referral Services, Inc., and Texas I&R Network for Assignment of 211 Dialing Code)	NSD-L-98-80
)	
The Use of N11 Codes and Other Abbreviated Dialing Arrangements)	
)	
)	CC Docket No. 92-105
)	

THIRD REPORT AND ORDER AND ORDER ON RECONSIDERATION

Adopted: July 21, 2000

Released: July 31, 2000

Petition for Assignment of an N11 Code for Access to Information and Referral Services

Background

- On May 28, 1998, the Alliance of Information and Referral Systems, the United Way of America, United Way 211 (Atlanta, Georgia), United Way of Connecticut, Florida Alliance of Information and Referral Services, Inc. and the Texas I&R (Information and Referral) Network (collectively, Information and Referral Petitioners), filed a petition for nationwide assignment of an abbreviated dialing code for access to community information and referral services (Information and Referral Petition).¹ The Information and Referral Petitioners contend that there is

¹ The Petition requested the 211 code. Request by the Alliance of Information and Referral Systems, United Way of America, United Way 211 (Atlanta, Georgia), United Way of Connecticut, Florida Alliance of Information and Referral Services, Inc., and the Texas I&R Network for Assignment of 211 Dialing Code (Information and Referral

a demonstrated need for an easy to remember, easy to use abbreviated dialing code that will enable persons in need to be directed to services providing free information and referrals to community service organizations. Petitioners argue further that assigning an N11 code to such services would provide an important adjunct to the codes that the Commission has already assigned to meet other public needs.² The Information and Referral Petitioners cite to a range of human needs not addressed by either the 911 code or police non-emergency 311 code such as housing assistance, maintaining utilities, food, finding counseling, hospice services and services for the aging, substance abuse programs, or dealing with physical or sexual abuse.³ The Information and Referral Petitioners state that there is strong interest in several states for developing an N11 code for this purpose,⁴ and that the tools exist to do so. The Information and Referral Petitioners contend that assigning an N11 code for such purposes is in the national interest, and commenters overwhelmingly support the proposal.⁵

Discussion

- We find that the Information and Referral Petitioners have demonstrated sufficient public benefits to justify use of a scarce public resource,⁶ and we therefore assign 211 to be used for access to community information and referral services. Individuals facing serious threats to life, health, and mental well being have urgent and critical human needs that are not

Petition). In response, the Commission issued a public notice for comment on their petition. *See* Request by Alliance of Information and Referral Systems, United Way of America, United Way 211 (Atlanta, Georgia), United Way of Connecticut, Florida Alliance of Information and Referral Services, Inc., and the Texas I&R Network for Assignment of 211 Dialing Code, *Public Notice*, DA 98-1571, NSD File No. L-98-80 (rel. Aug. 6, 1998).

² The Information and Referral Petitioners contend that assignment of 211 would compliment existing uses of 911 for emergency services and the assignment of 311 for police non-emergency uses in the *N11 First Report and Order*. Information and Referral Petition at 5-6.

³ *See id.* at 6.

⁴ In an *ex parte* dated February 22, 2000, representatives of the Information and Referral Petitioners provided Commission staff with an updated state-by-state status of 211, indicating that 211 was active in at least one locality in Connecticut and a thirteen-county area in Atlanta, Georgia. The Information and Referral Petitioners also indicated that petitions for 211 had been filed with local public utility commissions in three other states (Massachusetts, Ohio and Wisconsin) and a county in Michigan. In addition, 211 petitions had been approved in three other states (Alabama, North Carolina and Utah), with statewide information and referral models developed in three others (Florida, Texas and Virginia). Six states had made no commitment on 211, with the remaining considering 211 to some degree for access to community information and referral services.

⁵ *See, e.g.*, Linda Daily Comments (letter from private citizen stating, “[w]hether it’s a mammogram, substance abuse services, therapeutic recreation for a disabled child, or 1 of more than 4,000 human services, the issue is the same. No one knows where to start.”); Ameritech Comments at 1 (supporting Information and Referral Petition as meeting FCC policy of limiting national assignment of unused N11 codes for public purposes).

⁶ We reject arguments to the contrary. *See, e.g.*, CinBell Comments at 2.

addressed by dialing 911 for emergency assistance or 311 for non-emergency police assistance. For example, the Information and Referral Petitioners present a call summary prepared by United Way 211 (based in Atlanta) for the year 1997, which indicates that seven percent of the calls to United Way 211 involved immediate shelter needs, 20 percent involved rental/mortgage assistance needs (for example, threatened eviction), 16 percent involved utility issues, critical in inclement weather, and nine percent involved the need for food.⁷ The remaining calls presented issues relating to counseling, medical aid, prescription assistance, physical and sexual abuse, and potential suicide. Other less urgent situations, also not addressed by 911 service or the current 311 service, might involve persons needing child care solutions, aging and hospice services, adolescent activities, educational programs, support groups, legal assistance, child and spousal abuse counseling, substance abuse programs, and other needs vital to the welfare of individuals, families, and communities.⁸

- We believe that the Information and Referral Petitioners have shown a public need exists for an easy to use, easy to remember N11 code to efficiently bring community information and referral services to those who need them, providing a national safety network for persons to get access readily to assistance. Therefore, we find that the public interest standard has been met here. We are persuaded by the Information and Referral Petitioners' assertion that, with a large number of toll-free telephone numbers, confusion is inevitable and the increased margin for error in dialing eleven digits creates obstacles to use of community information and referral services, particularly in urgent situations.⁹ Moreover, as the Information and Referral Petitioners also point out, this confusion is not resolved when directory assistance for toll-free numbers is used, because directory assistance for toll free numbers lists entries by name, but not service or need category. We also are persuaded that local numbers are not viable alternatives because they are difficult to distinguish from the myriad of other local businesses and community services numbers, and may not be of service to travelers and the recently relocated, who often need temporary assistance. Moreover, people with mental or physical limitations would benefit from the use of a three-digit nationwide number, rather than having to dial various and different seven or ten digits to get access to help. We also note that the number of people served by the information and referral organizations that make up the Information and Referral Petitioners is quite large. The United Way 211 (Atlanta, Georgia and the thirteen-county surrounding area) provides free (bilingual) service 24 hours a day, seven days a week to a

⁷ Information and Referral Petition at 6.

⁸ *Id.*

⁹ *Id.* at 11.

population of more than three million people.¹⁰ In Connecticut, Infoline provides access to community resources throughout the state.¹¹ In Texas, regional data centers – 24-hour data centers linked to the 100 community information centers and each other – are being established to provide comprehensive health and human service information, allowing 18 million residents to have information about vital services across the state.¹² In Florida, information for about 40 percent of the state's counties are represented in search and data features that have been included in an integrated database, uploaded on the Florida Alliance of Information and Referral Service Internet site.¹³ The designation of a uniform national code would simplify access to information from these and other sources and would make such information readily available to new members of communities as well as existing local citizens.

- We believe that providing access to community information and referral services using 211 has many benefits. Individuals will now have an easy to remember nationwide number to call when they need non-emergency help. Unlike 311, which is being used in some communities to provide access to non-emergency police services,¹⁴ the range of services that will be available using 211 is of a much broader scope. We are mindful that the Commission in the *N11 First Report and Order* gave local jurisdictions discretion to use 311 for access to government services that might, in some instances, overlap the services to be provided using 211. We are not convinced, as are some commenters, that this will cause confusion among callers as to which N11 code should be used to access what type of information.¹⁵ To the contrary, we believe that the extensive education campaign that the Information and Referral Petitioners and others have undertaken to publicize the use of 211 has and will continue to eliminate any potential confusion. The Information and Referral Petitioners have invested significant resources in publicizing the use of the 211 code in some areas of the country, and we

¹⁰ *Id.* at 7, 14. We also note that the United Way 211 database includes public and private agencies and programs in the Atlanta region, not just United Way member agencies or those supported by United Way funding. *Id.*

¹¹ *Id.* at 4.

¹² *Id.* at 8.

¹³ *Id.*

¹⁴ According to the Community Oriented Policing Services (COPS) Office at the U.S. Department of Justice, a number of communities have implemented 311 for access to non-emergency police services with the assistance of funds provided by the Department of Justice. These include Baltimore, Maryland; Dukes County, Massachusetts (Martha's Vineyard); Rochester, New York; Miami, Florida; Houston, Texas; City of Los Angeles, California <www.lacity.org>; Pasadena, South Pasadena, California; and Birmingham, Alabama. Other communities also have implemented 311, including Dallas, Texas; Chicago, Illinois; Washington, D.C.; San Jose, California; Hampton, Virginia; and San Antonio, Texas.

¹⁵ See National Telephone Enterprises, Inc. Comments at 6; SBC Communications, Inc. Comments at 1-2.

have already seen an enormous amount of support for efforts to implement access to community information and referral services using 211 at the state and local level from citizens, government officials, and organizations that provide help to others.¹⁶ Thus, we believe that access to community information and referral services using 211 will provide a vital adjunct to existing 311 services. We also believe that 211 service for access to community information and referral services will provide a useful adjunct to 911 service by further reducing calls to 911 that do not require immediate dispatch of police, fire, or medical personnel.¹⁷

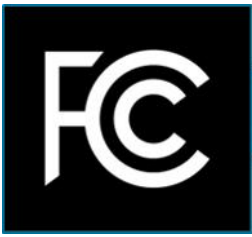
- We therefore assign 211 to be used to provide access to community information and referral services. Similar to the Commission's national assignment in the *N11 First Report and Order* of 311 for access to non-emergency police and other government services,¹⁸ we direct that, when a provider of telecommunications services receives a request from an entity (*e.g.*, the United Way) to use 211 for access to community information and referral services, the telecommunications provider must: (1) ensure that any entities that were using 211 at the local level prior to the effective date of this Order relinquish use of the code for non-compliant services, and (2) take any steps necessary (such as reprogramming switch software) to complete 211 calls from its subscribers to the requesting entity in its service area.¹⁹ The 211 dialing code is currently in use in Atlanta, Georgia and parts of Connecticut, and we expect communities across the country will be able to make similar transition to 211. We expect community service organizations to work cooperatively to ensure the greatest public use of this scarce resource. Finally, we will reexamine deployment of community information and referral services using 211 five years after the effective date of this Order to determine whether this resource is being utilized in the manner and to the extent anticipated by the Information and Referral Petitioners. As with 511, if 211 is not being used on a widespread basis for access to community information and referral services, we may consider designating the 211 code for other uses, or removing the exclusive assignment for community information and referral services.

¹⁶ See, *e.g.*, Area Agency on Aging Comments at 1; Ask-2000 Comments at 1; Chris Bell, Houston Council Member, Comments at 1; Big Bend Hospice Comments at 1; Border Families are Valued Project Comments at 1; Brazos County Community Council Comments at 1; Mary Brennan, Florida House of Representatives, Comments at 1; The Bridge Comments at 1; Houston Mayor Lee P. Brown Comments at 1; The City of Calgary Comments at 1; The City of Atlanta, Georgia Comments at 1; Capital Area Healthy Start Coalition Comments at 1; Center for Advocacy for the Rights and Interests of the Elderly Comments at 1; HelpLine Comments at 1; Information and Referral Midland Comments at 1-2; Center for Information and Crisis Services, Inc. Comments at 1.

¹⁷ See *N11 First Report and Order*, 12 FCC Rcd at 5595, para. 36; see also discussion of IAFC Petition at para. 25, *infra*.

¹⁸ *Id.* at 5615, para. 83. See also para. 5, *supra*.

¹⁹ *Id.* at 5615, para. 84.



Dial 211 for Essential Community Services

In many states, dialing “211” provides individuals and families in need with a shortcut through what can be a bewildering maze of health and human service agency phone numbers. By simply dialing 211, those in need of assistance can be referred and sometimes connected to appropriate agencies and community organizations.

Dialing 211 helps direct callers to services for, among others, the elderly, the disabled, those who do not speak English, those having a personal crisis, those with limited reading skills, and those who are new to their communities.

211 is available to approximately 309 million people, which is 94.6 percent of the total U.S. population. 211 covers all 50 states, the District of Columbia, and Puerto Rico. To find out whether 211 services are offered in your area and to obtain more information, visit 211.org.

How 211 Works

211 works a bit like 911. Calls to 211 are routed by the local telephone company to a local or regional calling center. The 211 center’s referral specialists receive requests from callers, access databases of resources available from private and public health and human service agencies, match the callers’ needs to available resources, and link or refer them directly to an agency or organization that can help.

Types of Referrals Offered by 211

- **Basic Human Needs Resources** – including food and clothing banks, shelters, rent assistance, and utility assistance
- **Physical and Mental Health Resources** – including health insurance programs, Medicaid and Medicare, maternal health resources, health insurance programs for children, medical information lines, crisis intervention services, support groups, counseling, and drug and alcohol intervention and rehabilitation
- **Work Support** – including financial assistance, job training, transportation assistance, and education programs
- **Access to Services in Non-English Languages** – including language translation and interpretation services to help non-English-speaking people find public resources (Foreign language services vary by location)
- **Support for Older Americans and Persons with Disabilities** – including adult day care, community meals, respite care, home health care, transportation, and homemaker services
- **Children, Youth and Family Support** – including child care, after-school programs, educational programs for low-income families, family resource centers, summer camps and recreation programs, mentoring, tutoring, and protective services
- **Suicide Prevention** – referrals to suicide prevention help organizations. Callers can also dial the following National Suicide Prevention Hotline numbers, which are operated by the

Substance Abuse and Mental Health Services Administration of the US Department of Health and Human Services:

- 1-800-273-TALK (1-800-273-8255)
- 1-800-SUICIDE (1-800-784-2433)
- 1-888-SUICIDE (1-888-784-2433)
- 1-877-SUICIDA (1-877-784-2432) (Spanish)

Those who wish to donate time or money to community help organizations can also do so by dialing 211.

FCC Consumer Help Center

For more information on consumer issues, visit the FCC's Consumer Help Center at fcc.gov/consumers.

Alternate formats

To request this article in an alternate format - braille, large print, Word or text document or audio - write or call us at the address or phone number at the bottom of the page, or send an email to fcc504@fcc.gov.

Last Reviewed: 12/31/19



Find Help Near You

Simply call 211 to speak to someone now, or search by location for online resources and more contact information.

broward

Search

2-1-1 Broward

 [Call 211 or \(954\) 537-0211](#)

 [Text your zip code to 898-211](#)

 [Search for resources online](#)

Available 24/7/365 in 180 Languages



[View more results](#)

Contact Us

Please refresh this page to search multiple locations.

Contact 211 @ www.unitedway.org to update search results.

Powered by People

Thousands of staff and volunteers across the country make sure 211 is available 24/7 to help you or someone you care about. Each one of us has our own story, and our own reason for doing this important work.

ITEM/MEETING:	EXC253CA3 / Executive Committee
DATE:	December 10, 2024
SUBJECT:	Invitation to Negotiate for Compensation Consulting Services
FOR ACTION:	YES
RECOMMENDED ACTION:	Authorize staff to bring vendor selection recommendations for Compensation Consulting Services to the Board for Approval at the December Meeting
FINANCIAL IMPACT:	Not to Exceed \$40,000 for FY25
ELC STAFF LEAD	C. Klima

Background:

On October 14, 2024 the Board authorized staff to release a procurement solicitation for Compensation Consulting services to conduct a salary structure review to ensure we are still aligned with organization’s needs and the labor market. We last conducted reviews in FY 2019 and FY 2022 and we are due for a new one FY 2025.

The scope of services will include (but will not be limited to)

- Analysis of our current organizational structure and pay scale
- Market place benchmarks to evaluate marketplace alignment
- Analysis of Compensation Administration philosophy and policies of the organization
- Recommendations for changes or updates

Current Status:

On November 13, 2024, staff released an Invitation to Negotiate (ITN) and multiple submissions were received. On December 6, 2024, an evaluation committee comprised of Coalition staff will convene to select and publish a short list of vendor(s) for further negotiation and evaluation. Meetings to negotiate terms with each applicant are scheduled for December 11, which falls after the December 10 Executive meeting. Since this evaluation committee meeting had to be scheduled on a date that falls after the Executive Committee meeting to accommodate scheduling conflicts, staff request the Executive Committee members permit staff to bring their recommendations for vendor selection directly to the Board for approval at the December 2024 meeting. Once the Board approves the negotiated terms and award, staff will execute an agreement with the selected vendors to begin the consultancy on January 1, 2025.

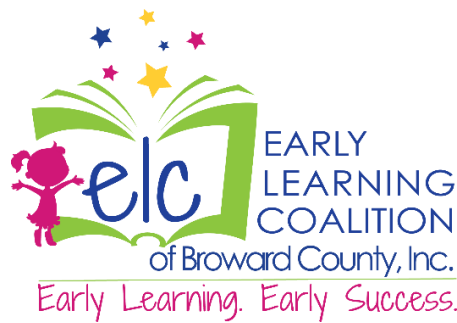
Recommended action:

Staff recommend the Executive Committee Authorize staff to bring vendor selection recommendations for Compensation Consulting Services to the Board for Approval at the December Meeting.

ELC Broward Contract List 2024-2025

Funder or Vendor Name	Amount	Purpose	Type	Term	Status	Contract Number
Division of Early Learning	\$147,105,326	<i>School Readiness, VPK, PDG & Stimulus</i>	Revenue	7/1/24-6/30/25	Active	EL095
A.D. Henderson Foundation	\$289,103	<i>Peer Support Specialists</i>	Revenue	8/15/24-8/15/26	Active	224007
United Way	\$136,500	<i>SR Match Funds</i>	Revenue	7/1/24-6/30/25	Active	1718-04-06-01
City of Deerfield Beach	\$25,000	<i>SR Match Funds</i>	Revenue	10/1/24-9/30/25	Pending	Match Contract
City of Pompano Beach	\$20,000	<i>SR Match Funds</i>	Revenue	10/1/24-9/30/25	Pending	Match Contract
City of Hollywood	\$15,000	<i>SR Match Funds</i>	Revenue	10/1/24-9/30/25	Pending	Match Contract
City of Fort Lauderdale	\$100,000	<i>SR Match Funds</i>	Revenue	10/1/24-9/30/25	Pending	Match Contract
Broward County	\$2,342,795	<i>SR Match & Special Needs</i>	Revenue	10/1/24-9/30/25	Active	23-CP-CSA-3516-01
Children's Services Council	\$3,592,850	<i>Financially Assisted Child Care</i>	Revenue	10/1/24-9/30/25	Active	23-2580
Children's Services Council	\$4,258,171	<i>Vulnerable Populations</i>	Revenue	10/1/24-9/30/25	Active	23-2581
Children's Forum	\$958,974	<i>INCENTIVE\$ Program</i>	Sub Recipient Agreement	7/1/2024-7/30/2025	Active	ELCB1-FY25
First Call for Help/211 Broward	\$230,546	<i>Community Referral Services</i>	Subrecipient	7/1/23-12/31/24	Active	ELCB2
Allison Gonzalez CLASS Observer	\$30,250	<i>CLASS Assessor</i>	Vendor	10/1/24-9/30/26	Active	ELCB33
Lianne Betancourt CLASS ASSESSOR	\$6,500	<i>CLASS Assessor</i>	Vendor	10/1/24-9/30/26	Active	ELCB32
Maria Lopez CLASS Observer	\$30,250	<i>CLASS Assessor</i>	Vendor	10/1/24-9/30/26	Active	ELCB34
BlueJean Software, Inc.	\$15,000	<i>Hosting and Support Services</i>	Vendor	7/1/24-6/30/26	Active	ELCB23
Bryan, Miller, Olive, Attorneys	\$25,000	<i>Labor and employment legal services</i>	Vendor	7/1/24-6/30/25	Active	ELCB4-R1
Causetech DBA Achieve	\$10,448	<i>Website Hosting</i>	Vendor	7/1/24-6/30/26	Active	ELCB25
Comcast	\$4,583.64	<i>Internet Services</i>	Vendor	7/1/24-6/30/25	Active	-----
CPR954 LLC	\$15,000	<i>CPR Training for Providers</i>	Vendor	8/15/24-6/30/26	Active	ELCB30
FL Dept of Law Enforcement	\$1,556/yr	<i>LiveScan Service (est. annual cost)</i>	Vendor	10/29/18-Ongoing	Active	-----
Goren, Cherof, Doody, Ezrol, PA	\$100,000	<i>Legal Services</i>	Vendor	7/1/24-6/30/25	Active	POC 22-5024-00-FY25
Intermedia	\$61,542.96	<i>Cloud Base Communication Services</i>	Vendor	9/16/24-9/15/27	Active	ELCB31
Keefe McCullough, LLP/ Citrin Cooperman	\$43,100	<i>External Audit Preparation</i>	Vendor	7/1/23-12/31/24	Active	POC-21-0003-006
Klausner, Kaufman, Jensen, Levinson	\$25,000	<i>Retirement Plan legal services</i>	Vendor	7/11/24-6/30/25	Active	ELCB3-R1
Citrin Cooperman	\$31,775	<i>Tax Advisors</i>	Vendor	10/16/24-10/15/29	Pending	ELCB35
Citrin Cooperman	\$258,661	<i>Auditors</i>	Vendor	10/16/24-10/15/29	Active	ELCB36
Maro Polo Learning, Inc.	\$285,012	<i>Learning Technology</i>	Vendor	5/1/24-9/20/25	Active	ELCBB8
Scholastic	\$200,000	<i>Supply and Distribution of Children's Books</i>	Vendor	7/1/24-6/30/26	Active	ELCB27

Sorenson Consulting, Inc.	\$29,000	<i>Professional Development Training</i>	Vendor	8/15/24-6/30/25	Active	ELCB19-R1
Age of Learning	\$269,500	<i>Online Development Training</i>	Vendor	5/15/24-11/15/25	Active	ELCB22
One Beat	\$12,000	<i>CPR Training for Providers</i>	Vendor	8/1/24-7/31/26	Active	ELCB29
School Board Broward County	\$12,605.51/yr	<i>Gulfstream Early Learning Ctr</i>	Lease	9/5/22-9/4/25	Active	
Crown Center	\$437,388.96	<i>Office Lease (est. annual cost)</i>	Lease	7/16/18-12/16/28	Active	4852-0671-1913.3
Sharp	\$35,000	<i>Copier and Printer Rental</i>	State Term PO	11/1/20-9/1/25	Active	101-0018142
AT&T	\$95,000	<i>Cell Phones and Hot Spots</i>	State Term PO	7/1/24-6/30/25	Ongoing	-----
School Board of Broward County	\$0	<i>Community Partnership</i>	MOU	1/20/21-6/1/43	Active	
Brown & Brown	\$0	<i>Information Sharing Agreement</i>	MOU	8/1/20-7/31/26	Active	
Broward County	\$0	<i>Crisis Intervention & Support</i>	MOU	11/18/20-11/17/25	Active	
Child Abuse Prevention-CAPTA	\$0	<i>Interagency Referrals Cooperation</i>	MOU	9/1/21-8/31/26	Active	
Seventeenth Circuit Court	\$0	<i>Cooperation Agreement</i>	MOU	6/23/20-Ongoing	Active	
University of Florida	\$0	<i>Data Use Agreement</i>	MOU	1/1/19-Ongoing	Active	
Women In Distress	\$0	<i>Community Partnership</i>	MOU	6/21/21-6/1/24	Pending	



Legend:
Bolded Items: Recently Added/Updated
Grayed Out: Past Events

Board Engagement Calendar FY 24-25

Childcare Small Business Site Visits

***Please Reach out to Lizbeth DelVecchio at Ldelvecchio@elcbroward.org if you would like to RSVP for a site visit.**

Date	Childcare Center Name	Address	Time
<i>Sep. 17, 2024</i>	<i>My First Learning Center</i>	<i>2116 Garfield St., Hollywood, FL 33020</i>	<i>9:30 AM – 11:00 AM</i>
<i>Oct. 8, 2024</i>	<i>Kinder Clues Academy</i>	<i>11880 W State Rd. 84 Suite D1 & D2, Davie, FL 33325</i>	<i>9:30 AM – 11:00 AM</i>
<i>Nov. 19, 2024</i>	<i>Hollywood Preschool</i>	<i>6523 Taft St. Hollywood, FL 33024</i>	<i>9:30 AM – 11:00 AM</i>
Dec. 17, 2024	Eco Kids Bilingual Preschool	10387 Royal Palm Blvd. Coral Springs, FL 33065	9:30 AM - 11:00 AM
Jan. 14, 2025	International Montessori Kids	602 Anderson Cir., Deerfield Beach, FL 33441	9:30 AM - 11:00 AM
Feb. 11, 2025	Craft Learning Center	4000 N. State Rd. 7 Ste. 106, Lauderdale Lakes, FL 33319	9:30 AM - 11:00 AM
Mar. 11, 2025	Creative Child Learning Center III – Nob Hill	1305 SW 101 st . Rd, Davie, FL 33324	9:30 AM - 11:00 AM
Apr. 22, 2025	St. Maximilian Kolbe Catholic Preschool	601 N Hiatus Rd. Pembroke Pines, FL 33026	9:30 AM - 11:00 AM
May 20, 2025	Sunny Seeds Preschool	13750 W. State Rd. 84, Davie, FL 33325	9:30 AM - 11:00 AM

Monthly PLAN Meetings

ELC Broward: 1475 W. Cypress Creek Rd., Suite 301, Fort Lauderdale, FL 33309

Date	Location	Time
<i>Aug. 21, 2024</i>	<i>ELC Broward, Training Room</i>	<i>10:00 AM – 12:00 PM</i>
<i>Sep. 18, 2024</i>	<i>ELC Broward, Training Room</i>	<i>10:00 AM – 12:00 PM</i>
<i>Oct. 16, 2024</i>	<i>ELC Broward, Training Room</i>	<i>10:00 AM – 12:00 PM</i>
<i>Nov. 20, 2024</i>	<i>ELC Broward, Training Room</i>	<i>10:00 AM – 12:00 PM</i>
Dec. 18, 2024	ELC Broward, Training Room	10:00 AM - 12:00 PM
Jan. 15, 2025	ELC Broward, Training Room	10:00 AM - 12:00 PM
Feb. 19, 2025	ELC Broward, Training Room	10:00 AM - 12:00 PM
Mar. 19, 2025	ELC Broward, Training Room	10:00 AM - 12:00 PM
Apr. 16, 2025	ELC Broward, Training Room	10:00 AM - 12:00 PM
May 21, 2025	ELC Broward, Training Room	10:00 AM - 12:00 PM
Jun. 18, 2025	ELC Broward, Training Room	10:00 AM - 12:00 PM

Read For the Record/ Model Classroom Ribbon Cutting

***Please Reach out to Lizbeth DelVecchio at Ldelvecchio@elcbroward.org if you would like to RSVP for our Read for the Record Event.**

Date	Location	Time
<i>Oct. 17, 2024</i>	<i>ELC Broward, Model Classroom</i>	<i>10:30 AM – 12:00 PM</i>

Notable Early Learning Conferences

Please Reach out to Melody Martinez at Mmartinez@elcbroward.org if you would like assistance organizing accommodations

Dates	Conference Name	Location	Registration Info
Sep. 17-20, 2024	<i>Division for Early Childhood's 39th Annual International Conference on Young Children with Disabilities and their Families</i>	<i>Hilton Riverside New Orleans, LA</i>	<u>Click to Register</u>
Oct. 16-19, 2024	<i>Council for Professional Recognition-CDA - Early Educators Leadership Conference (Leading Career Pathways to Equity)</i>	<i>The Capital Hilton, Washington D.C.</i>	<u>Click to Register</u>
Oct. 16-20, 2024	<i>Florida Association for the Education of Young Children (FLAEYC)</i>	<i>Omni Orlando Resort-Orlando, FL</i>	<u>Click to Register</u>
Nov. 6-9, 2024	<i>NAEYC Annual Conference</i>	<i>Anaheim, CA</i>	<u>Click to Register</u>
Jan. 27-30, 2025	National Head Start Winter Leadership Institute	Washington DC	TBA
TBD	Southern Early Childhood Association Conference	Houston, TX	<u>Click to Register</u>
Mar. 6-7, 2025	Rocky Mountain Early Childhood Conference	Denver Marriott Tech Center - Denver, CO	<u>Click to Register</u>
Mar. 13-16, 2025	American Montessori Society - The Montessori Event	Gaylord Palms Resort Orlando, FL	TBA
Apr. 3-5, 2025	Virginia Association for the Education of Young Children (vaeyc)	Richmond, VA	TBA
Apr. 7-9, 2025	InterAct CLASS Summit	New Orleans, LA	TBA
Apr. 21-25, 2025	National Training Institute on Effective Practices: Addressing Challenging Behavior (NTI) Conference	Tampa, FL	TBA
May 19-22, 2025	National Head Start Conference	Columbus, OH	TBA
TBD	Childcare Aware 2025 Symposium	TBA	TBA
TBD	2025 FL Prosperity & Economic Opportunity Solution Summit	TBA	TBA
Jun. 25-29, 2025	FL Family Childcare Home Association Annual Conference	Clearwater Beach, FL	TBA
TBD	2025 FL Learners to Earners Workforce Solution Summit	TBA	TBA
Aug. 30-31, 2025	International Conference on Play-Based Learning and Early Childhood Curriculum	Sydney, Australia	<u>Click to Register</u>

Accountability Monitoring Summary

DEL conducted an early education and care accountability review to ensure the ELC's overall administration and implementation of early learning programs (Coalition Governance (CG), Operations and Program Management (OPM), Child Care Resource and Referral (CCR&R), Educational Services Delivery (ESD), School Readiness (SR), Voluntary Prekindergarten (VPK), and Data Accuracy (DA)) met or exceeded service delivery and operational requirements. The review began on May 7, 2024, when the ELC received the monitoring notification. The accountability review team reviewed programmatic operations from July 1, 2022, through June 30, 2024; and monitoring reports and supporting documentation for SR and VPK services delivered during the 2022-2023 and 2023-2024 program years. The areas of review consisted of the following:

Coalition Governance (CG)- DEL reviewed policies and procedures, processes and documents were reviewed to determine the ELC board's effectiveness and statutory adherence. Within CG the following areas were reviewed for compliance.

- Board Governance (CG-A)
 - Statutory and Program Requirements for board membership
 - Full board and committee meeting process which included decision making by quorum
 - Conflicts of interest-abstaining from voting as required by statute
 - Board member discloses the nature of the board member's interest as a public record in a memorandum (Form 8B) and meeting minutes documents the disclosure, as required by statute.
- Board Meeting Accessibility and Sunshine Law (CG-B)
 - Noticed and conducted board and committee meeting and workgroups according to Florida Sunshine Law which included notification requirements and written meeting minutes.
- Previous Corrective Actions (CG-C)
 - Reviewed to ensure that the ELC implemented its previous CG corrective action plan.
 - DEL made a finding in the last accountability monitoring report which appeared in this current monitoring regarding board members failing to properly complete Form 8B.
 - DEL recommended that the ELC submit a report for the first quarter no later than Feb. 25, 2025, verifying that the ELC is continuing to implement its corrective actions regarding board members properly completing Form 8B.

Operations and Program Management (OPM)- this area consisted of a review of the organizational structure, personnel management, customer complaint resolutions, internal controls, improper payments, monitoring childcare providers, administrative, programmatic ad eligibility reports.

- Operations, Humans Resources and Internal Controls (OPM-A)
 - Implementation of background screening
 - VPK and SR record access, accountability and retention
 - Separation of duties to prevent personnel performing duties related to parent/child eligibility and performing accounting and reimbursement.
- Improper Payments (OPM-B)
 - Anti-fraud due process disenrollment procedures for sampled cases
 - One parent was not notified of termination services 14 days in advance.
- Monitoring of Subrecipients and Childcare Providers (OPM-C)
 - Subrecipient monitoring is not applicable.
 - SR childcare providers
 - There were 591 active SR providers during fiscal year 222-23, Tier 2 monitoring was completed for 109 providers. The required minimum sample size was 111.
 - VPK childcare provider onsite monitoring tool based on the grant agreement
 - There were 534 active VPK providers during fiscal year 2022-2023, 103 providers were monitored. The required minimum sample size was 109.
- Previous Corrective Actions (OPM-D)
 - Implementation of previous OPM corrective action plan

- DEL made a finding in the last accountability monitoring report which appeared in this current monitoring regarding the following 2 areas:
 - Sending written termination of services 14 calendar days prior to termination
 - Completing SR Tier 2 monitoring for the required minimum sample size
 - DEL recommends submitting first quarter tracking reports for verification of these 2 areas no later than Feb. 25, 2025.

Childcare Resource and Referral (CCRR)- this area reviews assistance offered to parents locating childcare and information provided in assisting the parents to make informed decisions and community resources.

- Delivery of CCR&R Services (CCR&R-A)
 - 2 mystery calls were made to CCR&R by DEL to ensure compliance with CCR&R policies and procedures.
 - CCR&R services are provided within 2 business days at no cost to the individual.
 - Review of the ELC website and one other form of outreach and awareness within the coalitions service describe the services offered.
 - Reviewed submission of the CCR&R Accessibility Report Recap, Family Engagement Plan, Family Activity Recap and CCR&R ELC Staff list which was due in August 2024.
 - Verified that all CCR&R staff including blended positions received the required training and certification according to CCR&R rules.
 - Verified that the CCR&R staff list was accurately completed.
 - Verified that quality assurance was completed on 50% of the CCR&R staff members by De. 31, 2022.
 - Review CCR&R policies and procedures follow rules, statues and the grant agreement.
- Customized Childcare/Childcare listings (CCR&R-B)
 - Confirmed that a customized childcare list was provided within 2 business days of the request from the mystery caller.
- Community Resources Directory (CCR&R-C)
 - Verified that a current directory or access to community resources is being maintained.
- Provider Information (CCR&R-D)
 - Verified that provider information for each legally operating provider was completed and approved between Jan 1 and May 31 of each calendar year.
- Previous Corrective Actions (CCR&R-E)
 - Implementation of previous CCR&R corrective action plan
 - This was not applicable, there were no previous findings.

Educational Services Delivery (ESD)-this are included components of verifying provider use of developmentally appropriate curricula, implementing developmental screenings and assessments for children participating in the program and coordinating staff development and provider training to improve childcare quality and availability.

- Age-Appropriate Developmental Screenings (ESD-A)
 - Reviewed to ensure that all sampled children were developmentally screened with 45 calendar days of the child's first day of attendance.
 - Reviewed the ELC's process for submitting screening results to all parents.
 - Intervention services were initiated within 30 calendar days of completion of the developmental screenings.
 - Verified that each parent of a child who receives a referral receives notification of the referral in writing.
- Previous Corrective Actions (ESD-B)
 - Previous corrective action plan was implemented.

School Readiness Eligibility (SR)- DEL reviewed SR eligibility applications, referrals, redeterminations, hours of care, rights and responsibilities/terms and conditions, parental choice, immunization, child's age, definition of a parent, residency, citizenship/immigration status, family unit size and income, parent copayment, purpose for care, billing group eligibility,

qualifying care and provider arrangements, and DEL statewide information system information accuracy. A sample size of 21 children and their respective childcare providers were reviewed in the following areas.

- Payment Certificate (SR-A)
 - Completed payment certificate for each child enrolled
- Childcare Application and Authorization Forms (Referrals) (SR-B)
 - A complete and valid childcare application and authorization for each applicable child was received.
 - Verified that the authorization period listed was the correct length
- Timely Delivery of Services for Priority Groups (SR-C)
 - Verified that the referral was acted upon for each applicable client within 10 calendar days of receipt.
- Authorization Period (SR-D)
 - Verified that the correct authorization period was established based on the assigned billing group.
 - Verified that the eligibility was determined within 10 calendar days of receiving the client's documentation.
- U.S. Citizenship/Qualified Alien Status (SR-E)
 - Prior to authorization of services, verified the ELC established and documented that each child is a U.S. citizen or qualified alien.
- Child Age Requirement (SR-F)
 - Confirmed that each child was younger than 13 years at both the initial and redetermination.
- Definition of Parent (SR-G)
 - Verified that each parent's identity and relationship to the child was established.
- Residency Requirements (SR-H)
 - Verified that the parent is a Florida resident
 - Verified that the childcare services were authorized by the parent's county of residence.
- Family Unit Income (SR-I)
 - Documentation of gross earned and unearned family income
 - Correct calculation of gross earned and unearned family income
- Authorized Hours of Care (SR-J)
 - Hours of care were authorized based on the amount of care the family needed
- Family Unit Size and Relationship (SR-K)
 - Family unit size and relationships were accurately determined.
- Income Threshold Requirements (SR-L)
 - The family unit size and the household income met the income threshold requirement.
- Assessed Parent Copayment (SR-M)
 - Verified that the parent copayment was correctly assessed.
- Parent Fee Waiver (SR-N)
 - If applicable, the temporary fee waiver applied and identified.
- Purpose for Care (SR-O)
 - Did each family have a valid documented purpose for care
 - If applicable, were the correct procedures followed when a family lost their purpose for care.
- Billing Group Eligibility (SR-P)
 - Verified if the assigned billing group was correct based on SR Program requirements.
- Statewide Information System Accuracy (SR-Q)
 - Verified that the information in each file matches the information in the DEL statewide information system.
- Health and Safety Requirements (SR-R)
 - Reviewed that each SR provider received a health and safety inspection for compliance with statute and rule.
- Qualifying Care and Provider Arrangements (SR-S)
 - Verified that the sampled SR provider had a complete and fully executed SR Provider Contract.
 - Verified that each sampled provider met program assessment requirements for serving children from birth to kindergarten entry.
- SR Eligibility Policies and Procedures (SR-T)

- Verified that the wait list procedures and practices follow statute, rule and the grant agreement.
- Verified that the policies and procedures align with rules, statues and the grant agreement.
- Verified that internal file monitoring activities were conducted to verify accuracy of SR eligibility determinations.
- Previous Corrective Actions (SR-U)
 - Implementation of previous OPM corrective action plan
 - DEL made a finding in the last accountability monitoring report which appeared in this current report regarding enrolling children from the wait list out of order.
 - DEL recommends submitting first quarter tracking reports for verification of continuing to implement its corrective action plan no later than Feb. 25, 2025.

School Readiness Payment Validation (SRPV-A)- 21 Sampled providers were selected with review of their daily attendance documentation which was used to validate attendance data.

- Verified that the provider documented the child’s daily attendance on a paper sign-in/out form or electronic tracking system.
- Verified that the certified attendance record matches the child’s sign-in/out sheets.
- If applicable, did the provider maintain appropriate documentation to support excessive absences and at-risk child absences according to the rule.

Provider Reimbursement (SRPV-B)-for the sampled 21 providers review cross a review of the payment made to each provider for each sampled child was reviewed.

- If applicable, verified that the provider was eligible for Gold Seal differential during the sample period.
- Verified that the SR provider reimbursement rates and fees were paid correctly.
- Confirmed that the payment cleared the financial institution/bank.
- Verified that the amount paid to the provider matches the amount owed based on the closed reimbursement amount noted in the DEL statewide information system.

Voluntary Prekindergarten Child Eligibility-21 VPK children were sampled for this outcome.

- Child Age and Residential Eligibility (VPKC-A)
 - Verified that appropriate documentation was provided for each sampled child based on statutory age requirement.
 - Verified that each child was a Florida resident.
- Child Registration and Application, Child Eligibility and Enrollment Certificate and Parent Guide (COE) (VPKC-B)
 - Verified that there was a signed and dated VPK Application
 - Verified that there was a signed and dated COE
- VPK Re-enrollment (VPKC-C)
 - If applicable, were the VPK re-enrollment rules and policies followed.
- Statewide Information System Accuracy (VPKC-D)
 - Verified that each sampled VPK child file matches the information in the DEL statewide information system.
- Eligibility Policies and Procedures (VPKC-E)
 - Verified that the VPK policies and procedures follow rules, statutes, and the grant agreement.
- Previous Corrective Actions (VPKC-F)
 - Implementation of previous corrective action plan
 - This was not applicable, there were no previous findings.

Voluntary Prekindergarten Payment Validation- 21 children/providers were sampled for this outcome to validate the payment for this outcome.

- VPK Attendance Monitoring (VPKPV-A)
 - If applicable, verified that a Schedule of Services for each child enrolled was completed.
 - Verified that the provider maintains and completed Parental Choice Forms.

- Verified that the certified attendance record matches the parent's sign-in/out sheets.
- Verified that the provider correctly documented absences and temporary closures.
- VPK Provider Reimbursement (VPKPV-B)
 - Verified that the payment cleared the ELC'S financial institution/bank.
 - Verified that the amount paid to the provider matches the amount owed based on the closed reimbursement amount in the DEL statewide information system.

Voluntary Prekindergarten Provider- 33 VPK classrooms, director and instructor credentials and qualifications within 12 childcare provider sites were reviewed.

- VPK Provider Eligibility and Class Registration (VPKP-A)
 - Verified for each sampled provider that a completed, signed and dated VPK Provider Registration Application was submitted.
 - Verified that a Class Registration Application was submitted for each classroom.
- Statewide Provider Contract (VPKP-B)
 - Verified that each provider has a completed, signed and dated VPK Provider contract.
 - Verified that each provider met the requirements for a legally operating provider prior to the provider delivering the VPK Program and during the entire VPK Program year.
 - Verified that each private provider, prior to offering VPK services, had a director with valid credentials which were maintained throughout the VPK Program year.
 - Verified that each lead instructor, prior to offering VPK services met the VPK credential requirements which were maintained throughout the VPK Program year.
 - Verified that each substitute instructor met the required credentials.
 - Verified that all VPK personnel had a current level 2 background screening clearance for the entire VPK Program year.
 - Verified that all VPK personnel had a signed and current Affidavit of Good Moral Character for the entire VPK Program year.
- Program Class Sizes (VPKP-C)
 - Verified that each sampled VPK provider met applicable child/teach ratios for VPK classes during the review period.
- Statewide Kindergarten Screening: Kindergarten Readiness Rates (VPKP-D)
 - Verified that all providers on probation (POP) had an approved improvement plan (PIP) prior to registering to offer VPK services for the next program year.
 - For all sampled POP's, verified that the PIP was approved or disapproved within 14 days after receipt.
 - Verified that all sampled POP's were required to implement the PIP's according to rule.
 - Reviewed if any provider who failed to meet the minimum readiness rate for three consecutive years received DEL approval for good cause exemption or was removed from delivering VPK Program services.
- Voluntary Prekindergarten (VPK) Coordinated Screening and Progress Monitoring (VPKP-E)
 - This criterion was not applicable.
- Statewide Information System Accuracy (VPKP-F)
 - Verified that all information in each VPK Provider file matches the information in DEL's Statewide information system.
- Previous Corrective Actions (VPKP-G)
 - Implementation of previous corrective action plan
 - This was not applicable, there were no previous findings.

Data Accuracy- DEL reviewed selected edit and exception reports, listed below. The purpose of the reports is to identify anomalies in statewide information system data that may indicate data entry error or non-compliance in SR or VPK eligibility.

- Edit and Exception Reports (DA-A)
 - Total family income exceeds 85% of SMI
 - SR Duplicate Payments
 - VPK Duplicate Payments

Recommended Corrective Actions Due to DEL on or before Feb. 25, 2025:

Coalition Governance

CG-C.1 – Submit reports for the first quarter verifying that the coalition is continuing to implement its corrective actions regarding board members properly completing Form 8B.

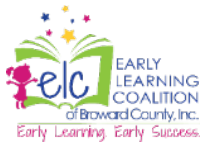
Operations and Program Management (OPM)

OPM-D.1 – Submit reports for the first quarter verifying that the coalition is continuing to implement its corrective actions regarding

Sending written termination of services notices 14 calendar days prior to termination. Completing SR Tier 2 provider monitoring for the minimum required sample size.

School Readiness Eligibility (SR)

SR-U.1 – Submit reports for the first quarter verifying that the coalition is continuing to implement its corrective actions regarding wait list procedures.



ELC of Broward County

FY 2024-2025 Board/Committee Meetings Calendar

July 2024							August 2024							September 2024							October 2024							November 2024							December 2024						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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28	29	30	31				25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				
January 2025							February 2025							March 2025							April 2025							May 2025							June 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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|---|---|--|---|---|--|--|
| <p>Board
 Mon. at 9:30 am</p> <ul style="list-style-type: none"> • Sep 16, 24 at 3p (rescheduled) • Oct 14, 24 • Dec 16, 24 • Feb 10, 25 • Mar 10, 25 • May 12, 25 • Jun 16, 25 | <p>Finance/ Exec
 Tues. at 1:30 pm</p> <ul style="list-style-type: none"> • Aug 27, 24 • Oct 1, 24 • Dec 10, 24 • Jan 28, 25 • Mar 4, 25 • Apr 29, 25 • Jun 3, 25 | <p>Governance
 Mon. at 1:00 pm</p> <ul style="list-style-type: none"> • Oct 7, 24 • Dec 3, 24 at 11:30 am • Feb 3, 25 • Jun 9, 25 | <p>Nominating
 Wed. at 1:00 pm</p> <ul style="list-style-type: none"> • Dec 5, 24 at 12 pm • Jan 29, 25 • Apr 30, 25 • Jun 4, 25 | <p>Audit
 Tues. at 3:30 pm</p> <ul style="list-style-type: none"> • July 29, 24 at 11 am RFP Appl. • Aug 27, 24 • Mar 4, 25 | <p>Program Review</p> <ul style="list-style-type: none"> • Aug 28, 24 at 11 am • Dec 5, 24 at 10 am | <p>Ad-Hoc Fundraising
 Wed. at 10:30 am</p> <ul style="list-style-type: none"> • Sep 3, 24 at 12:30 pm • Feb 5, 25 • May 7, 25 |
|---|---|--|---|---|--|--|

ELC offices closed for holidays on:

July 4 Independence; Sep 2 Labor; Nov 11 Veterans; Nov 28 Thanksgiving; Nov 29 Day after Thanksgiving; Dec 25 Christmas; Dec 31 New Years Eve; Jan 1 New Year’s Day; Jan 20 MLK; Feb 17 President; May 26 Memorial;

Federal Holidays:

Oct 14 Columbus; Jun 19 Juneteenth;

Holidays:

Oct 2 – Oct 4 Rosh Hashanah; Oct 11 Yom Kippur; Oct 16 – Oct 23 Sukkot; Dec 25 – Jan 2 Hannukah; Mar 5 Ash Wed/Lent; Mar 24 – 28 Spring Break; Apr 18 Good Friday;

ELC of Broward County

Committee Members 2024-2025

COMMITTEE	Member Name	Seat	By Laws
EXECUTIVE 4 needed for a Quorum	<i>Members consist of the Chair, First Vice-Chair, Second Vice-Chair, Secretary, Treasurer, Immediate Past Chair (if applicable) and each of the chairs of the Standing Committees)</i>		
Officer	1 Laurie Sallarulo	Chair	effective 04/2014 - Governor appointment
Officer	2 Dawn Liberta	First Vice Chair/Governance	effective July 2024 (3 year term)
Officer	3 Michael Asseff	Second Vice Chair	effective July 2024 (3 year term)
Officer	4 Monica King	Secretary/PRC Chair	effective July 2024 (3 year term)
Officer	5 Cindy Arenberg Seltzer	Treasurer/Finance Chair	effective July 2024 (3 year term)
	6 Amoy Reid	Nominating Com. Chair	effective July 2024 (3 year term)
	7 Renee Podolsky	Audit Com. Chair	effective July 2024 (3 year term)
FINANCE 4 needed for a Quorum	<i>Members appointed by the Chair. Reports directly to the Board and shall consist of at least (5) five Members EXCLUDING CHAIR. No Term Limits</i>		
	1 Cindy Arenberg Seltzer	Chair	effective 07/01/24
	2 Maria Hernandez	Member	effective 06/14/23
	3 Dawn Liberta	Member (Officer)	effective 02/12/24
	4 Renee Podolsky	Member	
	5 Twan Russell	Member	
	6 Laurie Sallarulo	Member (Board Chair)	
	7 Zachary Talbot	Member	effective June 2020
PROGRAM REVIEW 5 needed for a Quorum	<i>Members appointed by the Chair. Ad Hoc members with particular expertise may be appointed to assist in the given particular area of program. Reports directly to the Board and shall consist of at least (3) members EXCLUDING CHAIR. No Term Limits</i>		
	1 Monica King	Chair	effective 07/13/22
	2 Cindy Arenberg-Seltzer	Member (Officer)	effective 07/01/22
	3 Richard Campillo	Member	effective 07/01/18
	4 Krystie Castillo	Member	effective 02/12/24
	5 Dawn Liberta	Member (Officer)	effective 02/12/24
	6 Renee Podolsky	Member	effective 05/10/23
	7 Laurie Salarullo	Member (Board Chair)	effective 07/01/18
	8 Ellie Schrot	Member	effective 06/14/23
AUDIT 4 needed for a Quorum	<i>Members elected by Board. Consists of at least (5) five Members including Chair. Ad Hoc Members may be appointed to assist in accounting or financial management experience. No more than (1) one Member of the Finance Committee shall be a Member of the Audit Committee and in no event shall the chair of the Finance Committee be a Member of the Audit Committee. No Term Limits</i>		
	1 Renee Podolsky	Chair	effective July 2024 (3 year term)
	2 Ellie Schrot	Member	effective September 2024
	3 Richard Campillo	Member	effective 10/16/23
	4 Monica King	Member	effective 04/07/17
	5 Michael Asseff	Member (Officer)	effective 02/12/24
	6 Traci Schweitzer	Member	effective 02/12/24
GOVERNANCE 4 needed for a Quorum	<i>Members Elected by Board. Consists of at least (5) five Members, EXCLUDING CHAIR. First Vice Chair shall serve as chair of the Governance Committee. No Term Limits</i>		
	1 Dawn Liberta	Chair	effective July 2024 (3 year term)
	2 Michael Asseff	Member (Officer)	effective 06/2020
	3 Kirk Englehardt	Member	effective 09/13/21
	4 Carol Hylton	Member	effective 02/2021
	5 Laurie Sallarulo	Member (Board Chair)	effective 09/15/22
	6 Renee Podolsky	Member	effective 10/06/22
	7 Amoy Reid	Member	effective 10/06/22
NOMINATING 4 needed for a Quorum	<i>Members Elected by Board. Consists of at least (3) three Members who are not Officers of the Coalition . No Term Limits</i>		
	1 Amoy Reid	Chair	effective July 2024 (3 year term)
	2 Sharonda Davis-Bailey	Member	effective 04/27/22
	3 Michael Asseff	Member (Officer)	effective 7/1/24
	4 Twan Russell	Member	
	5 Laurie Salarullo	Member (Board Chair)	
	6 Julie Winburn	Member	effective 05/2022
AD HOC FUNDRAISING 4 needed for a Quorum Re-established 8/2022 Report to Executive Comm	1 Michael Asseff	Co-Chair (Officer)	Co-Chair effective 06/14/23
	2 Traci Schweitzer	Co-Chair	Co-Chair effective 03/11/24
	3 Krystie Castillo	Member	effective 02/12/24
	4 Kirk Englehardt	Member	effective 09/20/22
	5 Dawn Liberta	Member (Officer)	effective 02/12/24
	6 Amoy Reid	Member	effective 08/10/22
	7 Zachary Talbot	Member	effective 08/30/22



**Early Learning Coalition of Broward County
Finance & Executive Committee Attendance Chart FY 2024-2025**

QUORUM # NEEDED: 4

	FINANCE	Position	Term Started	Term Exp	Aug-27	Oct-01	Dec-10	Jan-28	Mar-04	Apr-29	Jun-03	TOTAL FY ABSENCES
1	Cindy Arenberg Seltzer	Chair	Jul-24		V	V						0
2	Maria Hernandez	Member	Jun-23		ABS	V						1
3	Dawn Liberta	Member (Officer)	Feb-24		V	V						0
4	Renee Podolsky	Member			V	V						0
5	Twan Russell	Member			V	ABS						1
6	Laurie Sallarulo	Member (Board Chair)			V	ABS						1
7	Zachary Talbot	Member	Jun-20		V	V						0

QUORUM # NEEDED: 4

	EXECUTIVE	Position	Term Started	Term Exp	Aug-27	Oct-01	Dec-10	Jan-28	Mar-04	Apr-29	Jun-03	TOTAL FY ABSENCES
1	Laurie Sallarulo	Chair	Apr-14		V	V						0
2	Dawn Liberta	First Vice Chair/Governance	Jul-24		V	V						0
3	Michael Asseff	Second Vice Chair	Jul-24		V	V						0
4	Monica King	Secretary/PRC Chair	Jul-24		V	ABS						1
5	Cindy Arenberg Seltzer	Treasurer/Finance Chair	Jul-24		V	V						0
6	Amoy Reid	Nominating Com. Chair	Jul-24		V	V						0
7	Renee Podolsky	Audit Com. Chair	Jul-24		V	V						0

Members who left During FY 24 - 25 Term												
	FINANCE	Position	Term Started	Last Day	Aug-27	Oct-01	Dec-10	Jan-28	Mar-04	Apr-29	Jun-03	TOTAL FY ABSENCES
1												
2												
3												
	EXECUTIVE	Position	Term Started	Last Day	Aug-27	Oct-01	Dec-10	Jan-28	Mar-04	Apr-29	Jun-03	TOTAL FY ABSENCES
1												
2												
3												
V= Virtual Meeting												
X= Present at meeting												
ABS= Absent from Meeting												
P= phone attendance												
FM= First Meeting												
LM= Last Meeting												
Shaded areas - no meeting scheduled												
O:\Elc of Broward County\Board - Documents\Board- Committee & Board Meetings\Executive Finance\FY 2024-2025												

Except for Chair an Officers term is for two years. No officer may hold the same elected position for more than (2) term of two years

FYI - ELC Broward Glossary of Terms (August 2019)

Rev. 7/2019Subject	Acronym	Definition
Ages and Stages Questionnaire®	ASQ	A developmental and social-emotional screening for children from one month to 5 ½ years. Highly reliable and valid, ASQ looks at strengths and trouble spots, educates parents about developmental milestones, and incorporates parents' expert knowledge about their children.
Association of Early Learning Coalitions	AELC	The Association of Early Learning Coalitions (AELC) is an organization comprised of 31 Early Learning Coalitions throughout the State of Florida. The AELC supports the role of the Early Learning Coalitions to develop and administer a comprehensive school readiness program and voluntary pre-kindergarten program that prepares preschool children to succeed in school and in life. Each Early Learning Coalition's service area is as unique as the population it serves, with some Coalitions serving a single county while others are serving two to seven counties.
Billing Group	BG	<p>An eligibility category that aligns with Chapter 411, Florida Statutes, which describes the different groups or defined categories of children served; a category of direct service costs. The following defines the various billing groups:</p> <p>BG1 – At Risk Populations: School readiness services for a child in a family that is: referred for investigation by the Broward Sheriff's Office (BSO); under the supervision of ChildNet (in home, foster care or relative/no relative placement); in the custody of a parent who is homeless, as verified in law; in the custody of a parent who is the victim of domestic violence, residing in a certified DCF shelter or; actively participating in a diversion program as required by law.</p> <p>BG3 – Temporary Assistance for Needy Families (TANF), also referred to as Temporary Cash Assistance (TCA) Families who are receiving TCA, and subject to the federal work requirements.</p> <p>BG3R – Relative Caregiver Child who is in receipt of the Relative Caregiver (RCG) payment, who is adjudicated by a Florida court and placed in the home of a relative through ChildNet.</p> <p>BG5 – Transitional Child Care (TCC) Family that is transitioning from the receipt of TCA (from a workforce program) into employment, as defined by law.</p> <p>BG8 – Income Eligible Family that is economically disadvantaged. Parent must meet income and work requirements, which include employment, educational activities or disability.</p> <p>CSC – Children's Services Council Vulnerable Populations Program Eligibility mirrors the Income Eligible (BG8) criteria. Other conditions may be set by CSC, on an as needed (case-by-case) basis.</p>
Categories Exempt from Licensing		Certain religious affiliated and non-public schools may be exempt from licensure but must register with Broward County and receive approval prior to operating. Programs for children grades six and above and summer day camps for elementary school aged children are exempt from licensure.
Center-Based Child Care Provider		A provider licensed or authorized as license-exempt to provide care and education of children in a nonresidential setting for fewer than 24-hours a day per child.
Child Assessment		<p>An individual assessment performed on each child for the purpose of measuring the child's growth in specific developmental domains. Child care providers who perform this detailed assessment can be reimbursed at a higher rate per child.</p> <p>Teaching Strategies Gold (TSG) is one of three ongoing assessment tools that is approved by OEL for child care providers to receive a Quality Performance Incentive Differential. TSG helps teachers observe children during regular everyday activities, plan for their development and assess their needs. Training is needed to become a reliable observer in the tool.</p>
Child Care Development Fund	CCDF	The federal Child Care and Development Fund (CCDF) is an aggregate of several funding sources that is distributed in block grants by the federal government to the states and territories. The majority of the funds are to be used to provide child care services to families who meet certain income and need criteria. A portion of the funding (at least 4 percent of the block grant amount) is to be used for activities to improve the quality of child care. Another portion (not to exceed 5 percent of the block grant amount) is to be used to pay for costs of administering the CCDF. The purpose of the CCDF is to increase the availability, affordability, and quality of child care services.
Child Care Development Plan		Every two years, states and territories receiving CCDF funds must prepare and submit to the federal government a plan detailing how these funds will be allocated and expended.

Child Care Licensing		The child care licensing program is a component of the services provided by Department of Children and Families. The program is accountable for the statewide licensure of Florida's child care facilities, specialized child care facilities for the care of mildly ill children, large family child care homes and licensure or registration of family day care homes. The purpose of the program is to ensure a healthy and safe environment for the children in child care settings and to improve the quality of their care through regulation and consultation. The department ensures that licensing requirements are met through on-going inspections of child care facilities and homes, thus preventing the continued operation of substandard child care programs
Child Care Resource and Referral Program	CCR&R	The Child Care Resource and Referral Network is dedicated to helping families find answers to their questions regarding how to identify quality child care and early education programs. The CCR&R program also conducts a search for providers that meet the specific needs of the family; the CCR&R program also provides information and community resources that may benefit the entire family.
Children's Services Council	CSC	A Children's Services Council is a local government body that oversees funding for programs and services that improve the lives of children and their families. Chapter 125 of Florida Statutes governs the creation and operation of a Children's Services Council, commonly referred to as a CSC. Florida is the only state in the nation that empowers communities to create a local government with the sole purpose of investing in the well-being of families.
Child Development Associate	CDA	A nationally recognized early childhood professional credential awarded to individuals who successfully complete the nationally established requirements of the CDA program to work with young children.
Classroom Assessment Scoring System™	CLASS	The Classroom Assessment Scoring System™ (CLASS™) is an observational tool that provides a common lens and language focused on classroom interactions that boost student learning. This tool is used as the basis for the State of Florida's Quality Rating System, and CLASS scores are used to calculate payment differentials for child care facilities serving subsidized children.
Continuing Education Units	CEUs	A measure used to track continuing education; in general, a CEU is defined as 10 clock hours of participation in a recognized continuing education program with qualified instruction and sponsorship through an accrediting CEU body.
Enhanced Field System Modernization	EFS Mod	The billing system currently in use for early learning programs.
Environment Rating Scales	ERS	The Early Childhood Environment Rating Scales are designed to assess process quality in an early childhood or school age care group. Process quality consists of the various interactions that go on in a classroom between staff and children, staff, parents, and other adults, among the children themselves, and the interactions children have with the many materials and activities in the environment, as well as those features, such as space, schedule and materials that support these interactions. Process quality is assessed primarily through observation and has been found to be more predictive of child outcomes than structural indicators such as staff to child ratio, group size, cost of care, and even type of care, for example child care center or family child care home (Whitebook, Howes & Phillips, 1995). There are four environment rating scales, each designed for a different segment of the early childhood field: (ECERS-R) The Early Childhood Environment Rating Scale-Revised (ITERS-R) The Infant/Toddler Environment Rating Scale-Revised (FCCERS-R) The Family Child Care Environment Rating Scale-Revised (SACERS) The School-Age Care Environment Rating Scale
Federal Poverty Guidelines	FPL	The set minimum amount of gross income that a family needs for food, clothing, transportation, shelter and other necessities. In the United States, this level is determined by the Department of Health and Human Services. FPL varies according to family size. The number is adjusted for inflation and reported annually in the form of poverty guidelines. Public assistance programs, such as Medicaid in the U.S., define eligibility income limits as some percentage of FPL. The poverty guidelines are typically issued every February and correspond to the year in which they are issued.
Florida Child Care Professional Credential	FCCPC	Florida Child Care Professional Credential (FCCPC)," pursuant to Section 402.305(3)(b), F.S., is a department approved training program that consists of a minimum of 120 hours of early childhood instruction, 480 contact hours with children ages birth through eight (8) and at least two (2) methods of formal assessment that offers two (2) areas of certification; "Birth Through Five (formerly the department approved CDA Equivalency training programs)" and "School-Age (formerly the Florida School-Age Certification)."
Florida Kindergarten Readiness Screener	FLKRS	The Florida Kindergarten Readiness Screener (FLKRS) is administered to assess the readiness of each child for kindergarten. The FLKRS assessment is the Star Early Literacy®, which is an online, adaptive instrument that students complete independently in approximately 15-20 minutes. The assessment covers 3 main domains: Word Knowledge and Skills, Comprehension Strategies and Constructing meaning, and Numbers and Operations.

Florida Administrative Code	FAC	The Florida Administrative Code is the official compilation of the administrative rules and regulations of state agencies.
Florida Child Care Professional Credential	FCCPC	Florida Child Care Professional Credential (FCCPC)," pursuant to Section 402.305(3)(b), F.S., is a DCF approved training program that consists of a minimum of 120 hours of early childhood instruction, 480 contact hours with children ages birth through eight (8) and at least two (2) methods of formal assessment that offers two (2) areas of certification; "Birth Through Five (formerly the department approved CDA Equivalency training programs)" and "School-Age (formerly the Florida School-Age Certification)."
Florida Department of Children and Families	DCF	A state agency of Florida. The Department provides social services to children, adults, refugees, domestic violence victims, human trafficking victims, the homeless community, child care providers, disabled people, and the elderly.
Florida Department of Economic Opportunity	DEO	A state agency of Florida. The Department promotes economic opportunities for Floridians through workforce, community, and economic development strategies.
Florida Department of Education	DOE	A state agency of Florida. The Department governs public education and manages funding and testing for local educational agencies (school boards).
Florida Department of Health	DOH	A cabinet level agency of the state government, headed by a state surgeon general who reports to the governor. The Department is responsible for protecting the public health and safety of the residents and visitors of the state of Florida.
Florida Office of Early Learning	OEL	The Office of Early Learning is the lead agency for the administration of state and federal child care funds and partners with 31 Early Learning Coalitions, the Redlands Christian Migrant Association, and others to deliver a comprehensive early learning system of services statewide.
Florida Sunshine Law		The "Sunshine Amendment," adopted by Florida voters through a constitutional initiative in 1976 as Article II, Section 8, Florida Constitution, contains standards of ethical conduct and disclosures applicable to public officers and employees; it also requires the Legislature to adopt the code of ethics (see Code of Ethics definition above).
Gold Seal		In 1996, the Florida Legislature established the Gold Seal Quality Care program to acknowledge child care facilities and family day care homes that are accredited by nationally recognized agencies and whose standards reflect quality in the level of care and supervision provided to children. In addition, the Legislature established provisions for Gold Seal providers participating in the subsidized child care program, a.k.a. school readiness and early Learning, to receive a higher reimbursement per child, than providers not receiving a Gold Seal designation. In 1999, the Legislature revised the program to provide tax incentives through the Department of Revenue or county tax appraiser for participating in the Gold Seal Quality Care Program. Since then, the Legislature has revised the maximum amount of the reimbursement. Currently, the rate differential cannot exceed 20% above the reimbursement rate established by the local early learning coalition, a.k.a. the local school readiness coalition.
Home Instruction for Parents of Preschool Youngsters	HIPPY	Home Instruction for Parents of Preschool Youngsters (HIPPY) is an evidenced-based program that works with families in the home to support parents in their critical role as their child's first and most important teacher.
Inclusion		The principle of enabling all children, regardless of their diverse abilities, to actively participate in natural environments in their communities, including early care and education settings.
Inclusion/Warm Services		These services educate and assist childcare providers with any special needs concerns regarding the children they are serving, particularly children with disabilities and other special health care needs. These services also provide training and consultation on issues such as managing challenging behaviors, understanding the American with Disabilities Act, screening and assessment of children with special needs, and adapting home and school environments.
Individual Education Plan	IEP	The plan for individualizing the education of a child over age three with a disability that includes measurable goals and documentation of the child's progress.
Individual Family Service Plan	IFSP	A plan for special services for young children (under three) with disabilities and their families that includes individualized supports and services that will enhance the child's development.
Infant and Toddler Program		The provision of activities to foster brain development in infants and toddlers.
Informal Child Care		Any legal but non-regulated child care, subject to health and safety requirements, that is provided by a relative or non-relative in the child's home or other location.
Licensed Family Child Care Home	FCCH	An individual that provides child care for fewer than 24 hours a day per child, as sole caregiver, in a private residence other than the child's home and meets the state and/or local family child care licensing requirements.
Licensed Large Family Child Care Provider		Two or more people that provide child care for fewer than 24 hours a day per child in a private residence other than the child's home and meet the state and/or local licensing requirements for large family child care homes.

Match		Refers to a statutorily specified percentage of program or project costs that must be contributed by an entity in order to be eligible for State or Federal funding; the value of third-party in-kind contributions and that portion of project or program costs not borne by the State or Federal government
Market Rate		The price that a child care provider charges for daily, weekly, or monthly child care services.
Office of Child Care	OCC	The Office of Child Care (OCC) supports low-income working families by providing access to affordable, high-quality early care and afterschool programs. OCC administers the Child Care and Development Fund (CCDF) and works with state, territory and tribal governments to provide support for children and their families juggling work schedules and struggling to find child care programs that will fit their needs and that will prepare children to succeed in school. The Office of Child Care was established in September 2010 and replaces the former Child Care Bureau. The Office of Child Care partners with states, territories, and tribes to administer the Child Care and Development Fund (CCDF) program.
Other Cost Accumulator	OCA	OCA is a cost accounting system to maintain the collection of costs in an organized and systematic manner.
Professional Development Initiative	PD	A continuum of learning and support activities designed to prepare individuals for work with and on behalf of young children and their families, as well as ongoing experiences to enhance this work, leading to improvements in knowledge, skills, practices, and dispositions.
Performance Funding Project	FPF	In 2014, the Florida Legislature created the Early Learning Performance Funding Project (ELPFP). It was designed to provide performance based funding for School Readiness providers that demonstrate improved: program quality, teacher-child interactions and/or child outcomes. The ELPFP has demonstrated a significant and positive effect on early childhood program quality and child outcomes among at-risk children and the teachers who support them.
Quality Initiatives	QI	Activities that enhance early learning environments and experiences.
Quality Improvement Plan	QIP	A plan created for providers that do not meet the quality threshold as set by rule 6M-4.741 Program Assessment Threshold Requirements for the School Readiness Program. The plan includes 1 to 2 targeted strategies.
Quality Rating and Improvement System	QRIS	A systematic approach to assessing, supporting, improving, and communicating the level of quality in an early care and education setting. The State of Florida currently utilizes CLASS scores as its only measurement of quality in this system, and assesses whether a child care provider can contract with an ELC to provide care to subsidized children on this. The QRIS system also uses CLASS scores to reimburse child care providers on a scale. Child care providers with higher CLASS scores receive higher reimbursement rates.
Registered Family Child Care Provider		An individual that provides child care for fewer than 24 hours a day per child, as sole caregiver, in a private residence other than the child's home and meets the state and/or local registered family child care requirements.
Religious Exemption		A child care facility which is an integral part of church or parochial schools conducting regularly scheduled classes, courses of study, or educational programs accredited by, or by a member of, an organization which publishes and requires compliance with its standards for health, safety, and sanitation. Such facilities shall meet minimum requirements of the applicable local governing body as to health, sanitation, and safety and shall meet the screening requirements pursuant to ss. 402.305 and 402.3055. Failure by a facility to comply with such screening requirements shall result in the loss of the facility's exemption from licensure.
School-Age Child Care Provider		A provider licensed or authorized as license-exempt to provide care and education of children who are at least 5 years of age by Sept 1 of the beginning of the school year and who attends kindergarten through grade 5.
School Readiness Program		The School Readiness Act, Chapter 411.01 of the Florida Statutes, School readiness programs are to be full-day, year-round to the maximum extent possible, to enable parents to work and become financially self-sufficient.
Teacher Education and Compensation Helps	T.E.A.C.H.	A scholarship program, which provides educational scholarships and financial incentives to caregivers and administrators of early childhood programs, family day care homes, and large family child care homes.
Temporary Assistance for Needy Families	TANF	Temporary Assistance for Needy Families (TANF) is one of the federal assistance programs. It began on July 1, 1997, and succeeded the Aid to Families with Dependent Children (AFDC) program, providing cash assistance to indigent American families with dependent children. This cash benefit is often referred to simply as "welfare." TANF was created by the <u>Personal Responsibility and Work Opportunity Act</u> instituted in 1996. The Act provides temporary financial assistance while aiming to get people off of that assistance, primarily through employment. The reform granted states wide discretion of how to distribute TANF entitlements.
Utilization Report		This is a management tool that is system which provides year to date expenditures of dollars by category. This data allows for funding projections, based on actual, projected and historical data, to determine if spending is on target or if adjustments may be needed.

Voluntary Prekindergarten Program	VPK	A constitutional amendment passed by Florida's voters in Nov. 2002, required a voluntary prekindergarten program for all four-year-old children. VPK is a program designed to prepare four-year-olds for kindergarten and build the foundation for their educational success. The program allows a parent to enroll his or her eligible child (four years old by September 1 and residing in Florida) in a free VPK program. The program is voluntary for children and providers.
Wait List		"Waiting list" means a list of children waiting for potential enrollment in the school readiness program once funding is available. The list is a record of the names of parent(s), the names and dates of birth of their children, waiting list date and anticipated eligibility and priority category for seeking school readiness services.