



APPROVED ON JANUARY 28, 2025, EXECUTIVE COMMITTEE MEETING

Early Learning Coalition of Broward County, Inc.

Executive Committee Meeting Minutes

December 10, 2024, at 1:30 PM

Virtual Meeting

Members in Attendance	Acting Chair, Monica King; Michael Asseff; Cindy Arenberg-Seltzer; Amoy Reid; Renee Podolsky
Members Absent (Approved)	Laurie Sallarulo; Dawn Liberta
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; Megan DeGraff, Purchasing & Procurement Specialist; 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 Monica King called the meeting to order at 2:04 PM. The roll was called, and a quorum was established.
Chair Report	No Chair Report. Acting Chair Monica King added that at the PRC Meeting, there was good news and data that the team shared regarding attrition. We will keep everyone posted on that. Feel free to attend our PRC meeting.
CEO Report	The CEO shared that while we are focusing on enrollment and funding issues, there is a lot of education going on behind the scenes. Renee will be attending the legislative delegation next week to speak with the Broward Delegation. Renee shared that she has had the opportunity to speak with a several legislatures. Also, about a week and a half ago, there was an inadvertent disclosure of information internally from a staff member to a parent. It was not a breach, just an inadvertent disclosure of ELC information. The issue has been rectified, and there is no major damage, and we reported it to the legal counsel as well as our cyber security lawyers. They were satisfied with the actions taken, and the case was immediately closed. Julie Klahr, Legal Counsel, added that they contacted cyber attorneys, and they were comfortable with how things were handled. Cindy Arenberg-Seltzer asked what kind of information was disclosed. CEO replied that it was more of parents' names, children's names, and DOB. Nothing like social security numbers or any HIPAA violation.
Consent Agenda 1. Approve October 1, 2024, Committee meeting minutes 2. EXC253CA1 – Approve AD	

<p>Henderson Foundation Agreement</p> <p>3. EXC253CA2 – Approve Scope of Services for Sole-Sourced Vendor Agreement with 211</p> <p>4. EXC253CA3 – Authorize staff to bring vendor selection for Compensation Consulting Services to the Board for Approval</p>	<p>A Motion was made by Cindy Arenberg-Seltzer and Seconded by Michael Asseff to move the Consent Agenda, excluding Item #2 EXC253CA1. The Motion was unanimously approved. Motion Passed.</p> <p>A Motion was made by Renee Podolsky and Seconded by Amoy Reid to move item #2 EXC253CA1 in the Consent Agenda. The Motion was unanimously approved. Motion Passed.</p> <p>Abstentions:</p> <ul style="list-style-type: none"> • Monica King abstained as her husband, Kenneth King, is a Board Member of the AD Henderson Foundation. <p>For the Finance Committee Meeting, we had a quorum but at the time to vote for the budget amendment we did not have a quorum, the Finance Committee suggested to bring that Budget Amendment to the Executive Committee Meeting for Approval.</p> <p>A Motion was made by Michael Asseff and Seconded by Cindy Arenberg-Seltzer to approve the Budget Amendment #2. The Motion was unanimously approved. Motion Passed.</p>
Regular Business	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>January 28, 2025</u>
Adjourn	Meeting adjourned at 2:12 PM by Michael Asseff .

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.