



APPROVED AT JUNE 4, 2024, EXECUTIVE COMMITTEE MEETING
Early Learning Coalition of Broward County, Inc.
Executive Committee Meeting Minutes
April 30, 2024, at 1:30 PM
Virtual Meeting

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| Members in Attendance | Chair, Laurie Sallarulo; Dawn Liberta; Twan Russell; Monica King; Michael Asseff; Renee Podolsky |
| Members Absent | Cindy Arenberg-Seltzer |
| 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, Senior Director of Family Services and Customer Services; Ancel Pratt III, Senior Director of Communications; Reinier Potts, Financial Analyst; Kasey LaFrance, Contracts Administration Manager; Sarane Epps, Contrast Specialist; Sandra Paul, Senior Director of Provider Reimbursements; Ancel Pratt III, Senior Director of Communications; Samantha Dempsey, Accountant; Roy Persaud, Accountant |
| Others in Attendance | Julie Klahr, Legal Counsel |

| Item | Action/Discussion |
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| Welcome & Call to Order | Chair Laurie Sallarulo called the meeting to order at 1:55 PM. The roll was called, and a quorum was established. |
| Chair Report | Chair Laurie Sallarulo congratulated ELC on building relationships. |
| CEO Report | The CEO thanked the Board members who showed up and met with the Chancellor Cari Miller. Cari was so impressed with the Bootcamp and enjoyed being at the ELC of Broward. |
| Consent Agenda 1. Approve February 27, 2024, Committee meeting minutes 2. EXC246CA1 – Approve RFP for Payroll Processing, Tax Services & HR 3. EXC246CA2 – Approve Budget Amendment for Bertelsen Education Agreement 4. EXC246CA3 – Approve Teachstone Sole Source 5. EXC246CA4 – Approve Procurement of VOIP Phone Software as a Service 6. EXC246CA5 – Approve INCENTIVE\$ Broward CF Sole Source | A Motion was made by Renee Podolsky and Seconded by Dawn Liberta to move the Consent Agenda. The Motion was unanimously approved. Motion Passes. |

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| Regular Business 1. EXC246RB1 – Approve CCR&R Services 211 Modification | <p><u>CCR&R Services 211 Modification</u></p> <p>CAO and CEO went over the services from 211-Broward and what the suggested changes will be. The PRC agreed to bring the following to the Board.</p> <p>A Motion was made by Dawn Liberta and Seconded by Renee Podolsky to Approve the following:</p> <ol style="list-style-type: none"> 1. Approve a Six-Month Extension to First Call for Help d/b/a 211-Broward FY24 Sole Sourced Sub-Recipient Agreement through December 31, 2024, Pending Board Approval of the FY25 Preliminary Budget and Legal Review. 2. Authorize Staff to Develop a 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. <p>The Motions were unanimously approved. Motion Passes.</p> |
| Unfinished Business | None |
| New Business | None |
| Matters from the Chair | None |
| Public Comments | There was no discussion. |
| Next Meeting | <u>June 4, 2024, at 1:30 PM</u> |
| Adjourn | Meeting adjourned at 2:10 PM by Dawn Liberta. |

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.