

EXECUTIVE COMMITTEE MEETING MINUTES

Date: March 10, 2010
Time: 8:30 a.m.
Location: 3304 SE Lake Weir Avenue, Suite 2, Ocala

MEMBERS PRESENT

Mark Imes (Chair), Brenda Ford (Vice Chair), Judy Johnson (Treasurer), Donna Dodson (Past Vice Chair), George Gibson (Secretary)

MEMBERS ABSENT

Rusty Skinner (Personnel Committee Chair)

STAFF MEMBERS PRESENT

Roseann Fricks (Executive Director), Sherry Doyle (Finance Director), Elizabeth Moore (Operations Director), Nasseam McPherson James (Quality Assurance Director), Tee Rosario (Support Services Director)

OTHER ATTENDEES

Brandi Cooney (Early Learning Manager, Childhood Development Services, Inc. (CDS)), Margaret Almgren (Student at Vanguard High School (IB Program))

CALL TO ORDER

Mark Imes called the meeting to order.

ROLL CALL

Tee Rosario announced the meeting had been properly noticed; she called roll and a quorum was present.

CONSENT AGENDA

Judy Johnson moved and Brenda Ford seconded the approval of the Consent Agenda. The Consent Agenda includes: February 2, 2010 Executive Committee Meeting Minutes; February 2010 Executive Director's Report; Wait List Report as of March 5, 2010 (No Wait List); School Readiness Program Enrollment Report as of January 2010; Community Outreach Report for March 2010; and Materials Distribution List for February 2010. The motion carried unanimously.

ACTION ITEM

Operating

RFP for Summer Programs

Requested approval of the RFP for 2010 Summer Programs. The ELCMC Board of Directors previously allocated \$100,000 for several summer programs for eligible children ages birth through nine during the time period of June 7, 2010 through July 9, 2010 (includes planning and final reporting days). Funding is intended for programs to provide services for eligible children not already receiving services through school readiness or Voluntary PreKindergarten (VPK) funds. Proposals for programs may be awarded for up to \$20,000 per program. A proposer may submit more than one proposal for programs at one or more locations in Marion County, providing each proposal does not exceed \$20,000.

The draft RFP for 2010 Summer Programs was delivered to Board Member, Judy Johnson on Tuesday, March 9th for her review. Staff will make any recommended changes as per Judy Johnson's direction. ELCMC is proceeding with the RFP for 2010 Summer Programs due to sufficient funding available for FY 2009 - 2010.

Judy Johnson moved and Donna Dodson seconded the approval as stated above. The motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

Roseann Fricks discussed the Executive Director's Report. Highlights include:

- Roseann Fricks was contacted by Joe Callahan from the Ocala Star Banner regarding a follow-up article on Ocala Kids Zone. The article will be published on March 22nd.

- Board members with two or three year terms have agreed to have their term extended to a four year term. ELCMC staff is waiting to hear from Pam Michell regarding whether she agrees to have her term extended or not. A Plan amendment will be presented at the April 2010 Executive Committee meeting to be submitted to AWI/OEL for approval and to be in compliance with their direction.
- ELCMC received responses from the RFP for SR and VPK services from CDS and Episcopal Children's Services (ECS). The RFP Committee is meeting next week to begin discussion of the responses received. A recommendation from the RFP Committee on services for FYs 2010-2013 is anticipated to be presented at the April 2010 Executive Committee meeting.
- The draft monitoring report has been received from AWI regarding the visit in December 2009. ELCMC staff is meeting today, March 10th to discuss the draft report and provide a response to AWI.
- Children's Week is the week of April 12th. On April 13th, the Provider Task Force will be traveling to Tallahassee for Children's Week. They will also be accompanying Roseann Fricks to meetings with several legislators and will tour Creative Pre-School child care center.
- The draft SB6 Agreement will be presented at United Way's Executive Committee meeting on Friday, March 12 for review and approval. The Agreement will then be presented at the April ELCMC Executive Committee meeting for the same purpose.
- SB6 Leadership Council member, Bruce Seaman's term expires June 30th. He is interested in remaining on the Leadership Council and an action item for this purpose will be presented at the April Executive Committee meeting.
- On Saturday, May 8th, ELCMC and the Marion County Public Schools (MCPS) is partnering for a VPK/Kindergarten Round-up event. The event will be held at the Marion County Public Library from 11 a.m. to 2 p.m. Parents/caregivers will have the opportunity to enroll their child(ren) in the VPK program or kindergarten. The Marion County Health Department might participate in this event and offer free immunization shots to children.
- ELCMC discussed potential partnership with the MCPS for a VPK pilot program. Elizabeth Moore created a one sheet Certificate of Eligibility (COE) form to be utilized by the MCPS when enrolling children in their VPK program. The draft form was submitted to AWI for review and approval and a response was received that the form could not be utilized due to rules and laws. One of the reasons the COE form was created was to minimize the amount of paperwork that staff must complete when enrolling a child in the VPK program.
- The AELC (Association of Early Learning Coalitions) submitted a response to a grant released by IBM for computers. The computers would be located at several child care provider sites throughout Florida to be utilized by children attending their site.
- Roseann Fricks suggested that individuals learn the difference between education, advocacy and lobbying. ELCMC staff is not able to lobby according to laws directed by AWI.

DISCUSSION ITEMS

March 2010 ELAC meeting

George Gibson discussed the ELAC meeting he attended in Tallahassee on March 4th. There was plenty of discussion on the VPK budget. Mark Imes suggested that the Ocala Star Banner be given a copy of the letter that discusses the VPK over budgeting.

Board Terms

Discussed under the Executive Director's Update.

Legislative Update

Roseann Fricks discussed the Legislative Update. Highlights include:

- The Legislative session has begun. Senator Wise has filed a bill which has a companion Bill from Representative Nelson regarding early learning.
- The removal of local authority was addressed.
- The background screening Bill was discussed.
- There is a Bill on early learning that discusses funds to be forwarded to early learning programs from revenue from the Florida Power Ball lottery.

Fiscal Analysis

Sherry Doyle discussed the fiscal analysis (through December 2009) included for review. Highlights include:

- CDS has some areas that are overspent (over 51%).
- A budget revision will be presented at the April Executive Committee meeting.

OTHER BUSINESS

- Donna Dodson had a guest accompany her to today's meeting. She is an IB student at Vanguard high school and she is shadowing Donna Dodson.

PUBLIC COMMENT

None

ADJOURNMENT

The meeting adjourned with no further discussion.

Note taker: Tee Rosario

Approved By

(signature on file) _____ 4/14/10
Signature Date