



Early Learning Coalition of Escambia County  
**Executive Finance Committee Meeting Minutes**  
March 22, 2018 – 8:30 AM

**Members in Attendance**

Kermit Housh	Van Mansker	Brett Rowell
Mona Jackson	Roger Thompson	Mary Ann Winstead

**Staff**

Bruce Watson	Dawn Engel	Paula Rollins
Becki Rutchland	Vicki Pugh	Holly Stratton

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**I. Welcome and Introductions**

The meeting was called to order by Mr. Housh.

**II. Public Comments**

There were no public comments.

**III. Consent Agenda:**

a. Consent Agenda Approval:

Mr. Housh requested to remove item 4.a. Appeals Hearing Committee from the Consent Agenda to keep its minutes separate from Executive Committee. Upon a motion made by Mr. Mansker and seconded by Ms. Jackson, the Consent Agenda consisting of the amended Agenda, the Minutes of February 22, 2018, and the February 18 Financials were accepted without objection.

**IV. Status Reports**

a. SR/VPK Fiscal Year Utilization/Projections:

Mr. Watson reported that the new goal for SR enrollment is 3,250. Currently, the Coalition is approximately \$500,000 behind budget goal as of end of February. Mr. Watson is confident that the Coalition is headed in the right direction to be back on track.

b. Enrollment/Wait List Status Report:

As of February 18, the Coalition had 3,152 children enrolled in the School Readiness Program, of which 1,123 were school age children. There were 70 children on the Wait List, of those 29 were birth to five and 41 were school age. The Wait List was cleared last week of all 5-9 year old children.

As of today, the Coalition has about 100 more infant/toddlers on the enrolled compared to same time last year. It is getting extremely difficult for parents to find a childcare center for their infants. The Coalition will send out a notice next week to all SR providers asking them to please consider increasing their infant and toddler capacity. Mr. Watson and Ms. Pugh have a few more ideas for incentive programs to help alleviate our \$250,000-\$500,000 surplus. One incentive in



support of increasing infant and toddler capacity is for those providers who act within the next sixty days the Coalition will buy equipment such as cribs and changing tables, pay the providers a \$2,000 stipend for each added classroom (4 infants or 6 toddlers constitutes a class), and to pay \$500 to each new infant qualified teacher they hire who was not previously working at their own or another child care center.

There are 1,932 children currently enrolled in the 2017/2018 VPK Program, and 493 applications have been approved for the 2018/2019 VPK Program.

c. Contracting and Fraud Summary Report:

Currently, there are 94 SR providers and 79 VPK providers.

One provider self-terminated one of their contracts and closed that child care center this week.

**V. Committee Recommendations**

a. Specialized Instruction Services (SIS) Policy, ELCEC 2202.1B revision approval

Upon a motion made by Mr. Mansker and seconded by Ms. Winstead, the Committee recommends that the Board approve the Specialized Instruction Services (SIS) Policy, ELCEC 2202.1B revision.

b. Specialized Instruction Services (SIS) Procedure, ELCEC 2202.2B revision approval

Upon a motion made by Mr. Mansker and seconded by Ms. Winstead, the Committee recommends that the Board approve the Specialized Instruction Services (SIS) Procedure, ELCEC 2202.2B revision.

c. Early Childhood Career Commitment Incentive/Supplement Program

Mr. Watson created a proposal to incentivize and reward the community of child care practitioners, especially those students who are graduates of the Early Childhood Education Academy within the Escambia County School District, to continue or advance their education in early childhood or to go work for a facility. Beginning in May, the Coalition will solicit providers to inform their staff that if they achieve any of the milestones listed in the Early Childhood Career Commitment Incentive/Supplement Program in a year, then they can put in an application to receive a monetary payment that year. Upon a motion made by Mr. Thompson and seconded by Ms. Winstead, the Committee recommends that the Board approve the Early Childhood Career Commitment Incentive/Supplement Program.

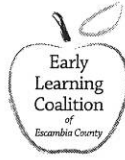
**VI. Old Business**

a. 6<sup>th</sup> Annual Early Learning Breakfast, May 8, 7:30-9:00 a.m., Gulf Power

The 6<sup>th</sup> Annual Early Learning Breakfast will be on May 8 at 7:30 -9:00 a.m. at Gulf Power.

b. Reminder – Executive Committee Meeting, April 26, 2018 Cancelled

Reminder to the Executive Committee that the meeting scheduled for April 26 was cancelled. Mr. Watson and other staff will be travelling that week to Orlando for meetings and training.



**VII. New Business**

a. QRIS Five Star Award Presentation at April BOD meeting, Melanie Hackworth FCCH:  
The first Star Rating Application that included the Provider's scoring was approved by the Resource Development Committee for the Provider to be rated a 5 Star Facility. The Star Rating Application was provided to the Executive Committee for informational purposes only.

**VIII. ED/Chair Travel**

a. ED: AELC, March 16, 2018, Jacksonville  
AELC travel for Mr. Watson is provided to the Committee for informational purposes only

b. Chair: ELAC – April 23, 2018, Orlando  
ELAC travel for the Chair is provided to the Committee for informational purposes only

c. ED: OEL ED/AELC/AELC Training Camp, Orlando, April 23-27, 2018  
OEL ED/AELC/AELC Training Camp travel for Mr. Watson is provided to the Committee for informational purposes only.

d. ED: AELC Annual Meeting, Orlando, May 16-18, 2018  
AELC Annual Meeting travel for the Executive Director is provided to the Committee for informational purposes only.

**X. Adjourn**

Meeting was adjourned at 9:50 a.m.

**Next Meeting: May 24, 2018 at 8:30 a.m. at the Coalition Office.**