

**Early Learning Coalition of Escambia County  
Board Meeting Minutes  
October 8, 2015 - 10:00 AM  
Chair: Kermit Housh**

**Members in Attendance**

|                |                |                |
|----------------|----------------|----------------|
| Kermit Housh   | Gerald Boone   | Kim Carmody    |
| Dale Cooley    | Judy Dickinson | Pam Hagan      |
| Drew Hardgrave | Tammy Hicks    | Craig Jones    |
| Van Mansker    | Jeanne Martin  | Susan Nelms    |
| Wendi Ochs     | Betty Persons  | Roger Thompson |

**Members Present by Conference Call**

Mary Ann Bickerstaff

**Members Absent**

|              |                  |               |
|--------------|------------------|---------------|
| Mona Jackson | Martha Tutchtone | Edna Williams |
|--------------|------------------|---------------|

**Members of the Public**

|              |              |               |
|--------------|--------------|---------------|
| Brenda Hardy | Sissy Carter | Michael Juhas |
|--------------|--------------|---------------|

**Staff**

|                 |               |            |
|-----------------|---------------|------------|
| Bruce Watson    | Vicki Pugh    | Dawn Engel |
| Becki Rutchland | Paula Rollins |            |

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**I. Welcome and Introductions:**

**A. Special Guest:** Mr. Housh introduced Ms. Betty Persons representing Pensacola State College. Ms. Persons has replaced Ms. Susan Morgan.

Mr. Watson introduced Mr. Michael Juhas, the superintendent of the Catholic Schools Pensacola Diocese.

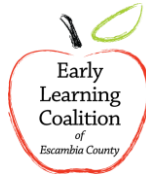
**II. Public Comments:**

No public comments were made.

**III. Chair Comments:**

**A. Approval of Consent Agenda, Minutes of August 8, 2015, and July and August 2015 Financial Statements – Action Item.**

The Consent Agenda was approved on motion made by Mr. Jones and seconded by Mr. Mansker.



#### **IV. Executive Committee Report:**

##### **A. Executive Director Evaluation - Action Item**

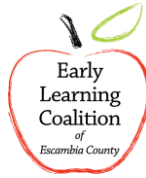
Mr. Housh informed the Board that the Executive Committee prepares and recommends the annual evaluation of the Executive Director to the Board for approval along with any recommended salary changes. The Executive Committee feels that Mr. Watson has performed well. He has done an excellent job with the Coalition staff and in leadership of the Coalition. The score for EFS knowledge is an accurate score as Mr. Watson knows about the basic functions of EFS, but does not need to know it in depth as it is not part of his job. The Coalition staff all received a 3% cost of living allowance this year, and the Executive Committee recommendation is that the Executive Director receive the same increase.

On a recommendation by the Executive Committee, with a second by Mr. Mansker, the Board approved the annual evaluation and 3% cost of living allowance raise for Mr. Watson.

Mr. Jones made mention that at a future Board meeting he would like to discuss philanthropy and raising funds for the Coalition.

##### **B. Contracts Terminated for Insurance Lapse**

Mr. Housh informed the Board that in the Statewide School Readiness Provider Contract there is a clause noting that if there is any lapse in the Provider's general liability insurance coverage the Coalition shall terminate the contract. Mr. Watson informed the Board that if a Provider's insurance is allowed to lapse the Coalition has no option but to terminate contracts. What is not stated in the contract is for how long the Provider not be allowed to contract with Coalition after the contract is terminated. As provided for in statute, whenever the Coalition terminates a Provider's contract their contracting eligibility is revoked for five years. If the Provider cares to dispute this decision they must ask for a Review Hearing. The Review Hearing Committee has the option for School Readiness Contracts to change the period of revocation to anything from zero to five years. The Executive Committee meeting summary on page two of the Board packet details a proposal for establishing guidelines to assist the Review Hearing Committee in deciding if reduction in the revocation period is warranted and what the new period should be. The proposed guidelines address periods of revocation of contracting eligibility periods for first, second and third occurrences of contract terminations for lapsed insurance. Ms. Nelms informed the Board that she recently sat on a review panel for this issue and ruled for a six month termination for a first time offense.



The Coalition currently has a Contract Eligibility policy. Mr. Housh would like to see an addendum added to this policy to address this issue, and the draft to be presented at the next Executive Committee and Board meetings.

### **C. ELAC Recap**

Mr. Housh provided a document on age distribution of the Florida population. Mr. Housh noted how it was interesting how evenly distributed ages are among the state. Mr. Housh passed around a binder that was given to Coalition Board Chairs with highlights of the progress that OEL is making on replacing EFS. Mr. Housh encourages all Board members to attend the next ELAC teleconference meeting. The time and place of the next ELAC teleconference meeting will be sent to all Board members once it is received.

## **V. Executive Director's Report:**

### **A. SR/VPK Utilization/Projections, Enrollment/Wait List Status and Contracting Summary Reports**

Mr. Watson informed the Board that for the first quarter the Coalition has spent right at one fourth of the grant for the school readiness program. The wait list has been pulled through August 15, 2015. When the number of enrolled children falls below 2,950 more children will be pulled off the wait list.

There are close to 2,100 children enrolled in VPK. The numbers are down from previous years by approximately 300 children. This is a concern. A slight drop was expected this year but not this many children.

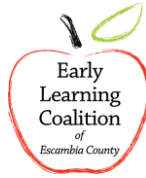
Pages 11 and 12 in the packet are what are considered the more accurate financial projections for the SR program. If the Coalition continues as it currently has for the rest of the year we expect to end of the fiscal year having expending right at of our current grant agreement.

### **B. Provider Contracting Summary**

Mr. Housh informed the Board that the Executive Committee has requested a summary that keeps track of the status of the providers with which the Coalition contracts. This summary will now be one the regular reports to the Board.

### **C. Upcoming Reviews and Audits**

Mr. Watson informed the Board OEL has decided to schedule Accountability Reviews every other year. Since the Coalition had a review last year, one will not be performed this fiscal year. The Financial Review will take place the second week in March. The annual A-133 audit will take place the second week in January.



#### **D. AELC Leadership Symposium Recap**

Mr. Watson informed the Board that the Coalition took ten staff to the AELC Leadership Symposium. Here are some points of interest from the symposium.

- The Coalition is ahead of the game in monitoring the providers. Only a few Coalitions are using the new monitoring tool provided by OEL.
- Our Coalition received praises for creating the New Provider Orientation process.
- Our Coalition has better interaction and response with DFS and local DCF.

### **VI. Old Business**

#### **A. Performance Funding Pilot**

Mr. Watson informed the Board that the Coalition does not have any Providers interested in this programs this year and, therefore, will not be participating.

#### **B. RESTORE Project**

Mr. Watson informed the Board that the Coalition is going to partner with Gulf Power and Pensacola State College on a work development project the first phase of which will be to establish a learning center in Brownsville. While adults are participating in educations programs child care will be made available.

### **VI. New Business**

#### **A. County Grant Funding**

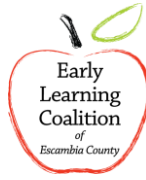
Mr. Watson informed the Board that the Coalition did receive their funding from the County for the coming year, however, they wanted to know why the Coalition does not have other funding sources, and why our Board does not do more fund raising. Mr. Watson informed the County about restrictions placed on the Coalition regarding funding raising. He also explained how both the Coalition and its' Board are different because they are created and governed by statute. Ten of the Board members are ex officio designees, and three are Governor appointees. This last issue in particular has a direct impact on the Board as a whole availability and ability to fund raise.

#### **B. New Board Member Orientation**

Mr. Watson informed the Board members that he will contact them with a few dates and times to schedule one that works best for all new members to attend the orientation.

#### **C. ED Travel**

Mr. Watson informed the Board that he would be traveling at the end of October for the FAIMH First Thousand Days Conference and the OEL CCR&R



Leadership Meeting. On a motion from Ms. Martin with a second by Mr. Hardgrave to approve Mr. Watson's travel in the month of October.

**VIII. Adjourn: Meeting was adjourned at 11:39 am.**

**Next Regularly Scheduled Meeting**

10:00 a.m. – Thursday December 10, 2015

3300 North Pace Blvd, Suite 210, Pensacola, FL 32505

**Minutes approved by:**

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Susan Nelms, Board Secretary

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Date