

**Early Learning Coalition of Escambia County
Board Meeting Minutes
August 13, 2020 10:00 a.m.
Chair: Van Mansker**

Members in Attendance

Van Mansker	Dr. Laura Edler	Cindy Kirk
Craig Jones	Richard Wright	Shanna Robinson
Marcus McBride	Brian Wyer	Angela Strumeyer
Edna Williams	Drew Hardgrave	

Members Absent

Wendi Ochs	Judy Dickinson	Melody Meier
Beate Bolton	Mary Ann Bickerstaff	Steven Sanchez
Mona Jackson		

Public in Attendance

Debbie Tucker

Staff in Attendance

Bruce Watson	Jamie Phelps	Vicki Pugh
Dawn Engel	Paula Rollins	Becki Rutchland

I. Welcome and Introduction

Notification of this meeting of the Board of Directors was posted to the Coalition Public Calendar Board on July 1, 2020 and was sent to the Pensacola News Journal for publication on July 29, 2020. The meeting was called to order by Mr. Mansker.

II. Public Comments

There were no public comments.

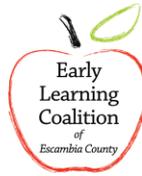
III. Chair Comments

a. Approval of Consent Agenda: Meeting Agenda, Notes of the June 11, 2020 Board Meeting, Minutes of the June 16, 2020 Board Make Up Meeting, and Financial Statements for April and May 2020.

Upon a motion made by Mr. Jones and seconded by Mr. Wright, approval of the agenda, Notes of the June 11, 2020 Board Meeting, Minutes of the June 16, 2020 Board Make Up Meeting, and Financial Statements for April and May 2020 were approved without objection.

b. Note to Financial Statements

As usual each year, the June End of Year Financials are not available until after the 13th invoice is submitted. There were no Executive Finance Committee meetings in June or Jul 2020. Mr.



Watson noted that the April and May 2020 financials were presented sans Executive Committee review to keep the administrative process on schedule.

IV. Executive Committee Report:

a. Board Vice Chair, Secretary, and RDC Chair

Board positions that remain vacant at this time include the Vice Chair, Board Secretary, and the Vice Chair of the Resource Development Committee. Mr. McBride formally agreed to fill the role of Board Secretary. Upon a motion made by Ms. Williams and seconded by Mr. Jones, appointment of Mr. McBride as Board Secretary was approved without objection. Mr. Watson noted that the Vice Chair and Chair of the Resource Development Committee will remain agenda items until such time as the positions are filled.

b. Department of Health Medical Support Services Contract

Mr. Watson noted that the Department of Health Medical Support Services Contract has been modified for fiscal year 2020-2021. The Coalition will now have one nurse from the Department of Health and one medical support technician who has been brought on board as a Coalition staff member. The Contract budget was adjusted accordingly and reduced by over \$30,000 dollars. Mr. Watson further noted moving the medical support technician to Coalition staff will allow for a broader range of health-related services to be offered. In addition, Mr. Watson reported that the Department of Health has agreed to have the medical support services staff to answer COVID-19 related questions that Providers may have.

V. Executive Director's Report:

a. SR/VPK Program Fiscal Year Benchmark Report, Utilization/Enrollment/Wait List, Status Report, and Contracting Summary State Report

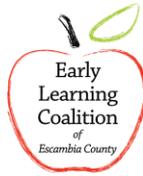
1. Benchmark Report:

Through the end of June, the Coalition was roughly 10% below budget projections, which equals about \$1.7 million dollars. Expenses that will be in the thirteenth invoice will significantly reduce the shortfall and include additional COVID-19 related expenditures, paying registration fees and child assessment incentives for the past year. The CARES Grant line reflects and additional \$1.2 million dollars from OEL to cover costs for First Responder/Health Care Workers child care and CARES grants.

2. Enrollment/Wait List Status Report:

There are currently 3,636 children enrolled in the School Readiness program of which 1,325 are school age children. There are 104 children enrolled in the SR Match Program and 311 children on the Wait List. VPK Approved and Enrolled numbers for the coming school year are to about three fourths of fiscal year 2019-2020 numbers.

3. Contracting and Fraud Summary Report:



The Coalition has 79 SR Providers and 75 VPK Providers. There are no new cases of fraud.

b. COVID Impact on Operations and Provider Payments

1. Rotating Closures and Coalition Support

Providers have been experiencing sporadic closures due to COVID exposures. The Coalition staff has been working with them to determine how long they need to be closed and what other alternatives, such as class closures and staff quarantines are available.

2. Parent Fee Waivers

Parent Fee waivers have been extended to August 31, 2020. However, the Coalition expects the OEL to grant another waiver for September. Parents and Providers will be notified once the waiver is received.

3. Payments Based on Enrollments Vice Attendance

Like parent fees, the OEL has approved payments based on enrollments vice attendance through August 31, 2020, and like parent fees the Coalition expects the OEL to grant another waiver for September.

4. SRPA, Monitoring, ASQ, TSG Waivers

The suspension on doing SRPAs, Monitoring, ASQs and TSG assessments effectively ended in July. The prevailing COVID conditions are such that the Coalition is not yet comfortable doing site visits yet so SRPAs and monitoring are still on hold. Providers are required to do ASQs and TSG assessments.

5. SR Contract Extensions, VPK Contracts

All Providers that did not receive an SRPA in 2019/2020 are on an SR contract extension and will remain so until they receive an SRPA this contract year. All VPK providers will have their VPK contracts signed before their classes commence.

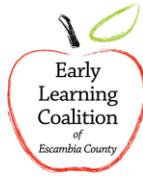
6. 2020-2021 Curriculum Requirements and Scholarships

All SR Providers are required to be using a curriculum from the 2019 OEL approved curriculum list as a prerequisite to be eligible for a 2020/2021 contract. The Coalition has scholar-shipped half the costs to acquire this curriculum. The OEL has extended the deadline for having the curriculum to September 30, 2020. The coalition has placed a deadline to be eligible for the scholarship of August 31, 2020 to help ensure Providers meet the OEL deadline.

7. First Responder and Health Care Worker Child Care

The OEL terminated eligibility for this program on July 31, 2020. Current clients can still receive care until further notice, but their employers must validate their eligibility every ninety days.

8. Coalition Offices and Rearrangement



The Coalition is changing the entrance to both Admin and Eligibility offices to better support clients while protecting the health of the staff and parents through physical separation while conducting in person meetings. New reception desks will be placed in the Eligibility waiting room area, and the counter will be moved to Admin and plexiglass barriers added. Partition doors will be added to limit public access to Coalition office spaces.

c. OEL COVID19 Mini Grants and Coalition Follow-On Program

Not every Provider was eligible for an OEL Mini Grant because they were closed on April 30, 2020. The Coalition proposes that the grants for Infrastructure and Health and Safety be offered to those providers that have not received one already. On a motion by Mr. Jones and seconded by Mr. Wright the proposal for extension of the Mini Grant Program using Coalition quality funding was approved without objection.

VI. Old Business:

a. 8th Annual Early Learning Summit – Cancelled

The Coalitions annual breakfast and Early Learning Summit is officially cancelled.

b. Escambia Children’s Trust Update

The proposal to have a Children’s Service Council referendum added to the November 2020 ballot was approved by the County Commissioners.

c. Provider Rate Change Request Status

The Coalition’s request for a rate increase is still pending approval from OEL.

VII. New Business:

a. Coalition Budget for 2020-2021

The Coalition budget for FY 2020/2021 was presented. All required statutory percentages and state requirements are met with this budget. On a motion made by Mr. Jones and seconded by Ms. Kirk the 2020/2021 budget was approved without objection.

b. OEL CARES Grants Phases I and II and Phase III Proposal

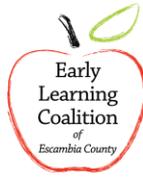
Payments of CARES Phase I and II are completed. The OEL is working on the criteria for CARES Phase III.

c. End of Year Program Operations Summary Reports

Operational end of year summary reports was presented. The Coalition has performed well despite the challenges presented by the pandemic. Highlights include over 17,000 books distributed to community centers, Providers and various public venues to promote early literacy.

VII. Adjourn

The meeting adjourned at 11:35 a.m.



Next Meeting: October 8, 2020 10:00 a.m. from the Early Learning Coalition Office, 3300 North Pace Boulevard, Suite 210, Pensacola, FL 32505

Minutes approved by:

 Marcus McBride, Board Secretary

 Date