



Early Learning Coalition of Escambia County

Executive/Finance Committee Meeting Minutes

January 25, 2024, 8:30 a.m.

Members Present

Van Mansker
Misi Birdsall

Roger Thompson

Mona Jackson

Members Absent

Shannon Nickinson

Staff

Bruce Watson
Nina Daniels

Dawn Engel
Melissa Jennings

Darrell Merritt

Public

Tara Godbey from Warren Averett

I. Welcome and Introductions

Notification of the Executive Finance Committee Meeting scheduled for January 25, 2024, was sent to the Pensacola News Journal, and posted to the Coalition Public Calendar Board on January 4, 2024. The meeting was called to order by Mr. Mansker.

II. Public Comments

None.

III. Consent Agenda

Upon a motion by Mr. Thompson and seconded by Ms. Birdsall, the Consent Agenda, consisting of the Agenda, and Minutes of November 30, 2023 was approved without objection. (The December 28, 2023, meeting was cancelled.)

IV. Warren Averett A-133 Audit 2021-2022

The final report of the A-133 Audit for 2021-2022 was presented by Tara Godbey. Upon a motion made by Mr. Thompson and seconded by Ms. Jackson the proposal to accept the audit for presentation to the Board was approved by a unanimous vote.

V. Coalition Status Reports

a. Financial Report

Through December the Coalition has spent \$7.6 million of the \$17.3 million of the SR grant which is 44.1%. SR Admin was under 5% at 2.3%, Non-Direct was under 22% at 17.5% and Quality was above 4% at 8.7%. VPK Admin was under 4% at 3.3%.

b. Enrollment/Wait List Status Report



Early Learning Coalition of Escambia County

There are 2,505 children enrolled in the School Readiness Program. There are 653 children on the Wait List. The last pull from the Wait List was on January 24, 2024, for applications made between July 31 and August 6, 2023. There are 1,673 children enrolled in VPK. Since the application window opened on January 1, 210 children applications have been approved for the 2024-2025 program year.

c. Contracting and Fraud Summary Report

There are 84 SR providers and 73 VPK providers.

VI. Committee Recommendations

- a. None

VII. Old Business

a. ARPA Grant Funding - Update

The Coalition has spent \$2.2 million of the \$4.99 million ARPA Early Learning Discretionary grant through the end of December.

b. Joyce Griffin Center

The Coalition has raised over \$450 through contributions from staff and Board members for the plaque to dedicate the Training Room. Unfortunately, the Coalition had to switch companies making the plaque. The company originally chosen was unable to grasp the design concept and provide an acceptable proof. The Coalition will be looking for a new company to make the dedication plaque.

c. ECT New Director Starts February 12, 2024

The Escambia Children's Trust has selected a new Executive Director, Lindsey Cannon, formerly with the Children's Home Society. Ms. Cannon starts February 12, 2024.

VIII. New Business

a. IACET

The Coalition has gained certification as an International Accreditors for Continuing Education and Training (IACET) approved agency. This allows the Coalition to deliver courses that earn College Equivalent Units (CEU's). The Operations Department staff put in a great deal of work to get approved for this certification.

b. MIP Kick Off

The first meetings with MIP were a success. The Finance Department is gathering documentation to provide MIP from which a training schedule will be developed.

c. Phone System Changes - Update

The transition to the new computer-based phone system is almost complete.



Early Learning Coalition of Escambia County

d. Brownsville At-Risk Care - Update

The Brownsville Assembly initiative to open a child care facility dedicated to serving at-risk children is progressing. The search for funding sources has begun. Brownsville has decided the childcare facility will be separate from the church.

e. Board Member Orientation April 2024

Upon a motion made by Mr. Thompson and seconded by Ms. Jackson, scheduling a Board Member Orientation for April 11, 2024, was approved without objection. Members who have not attended an orientation are strongly requested to attend.

f. Little Free Library Thank You Card

The Coalition received a thank you card from Emerald Coast Chapter of Little Free Library® for support as a partner in the fight against illiteracy in underserved areas of Pensacola. Together our organizations have distributed 15,000 books in the past 3 years.

IX. Audits and Reviews - In Progress

a. DEL Financial Review for 2023-2024

The review is ongoing and the onsite portion of the review will be conducted from February 12 to 16, 2024.

X. Adjourn: Meeting was adjourned at 9:28 a.m.

Next Meeting: February 22, 2024, at 8:30 a.m. at the Early Learning Coalition Office, 1720 West Fairfield Dr., Suite 100/400, Pensacola, Florida 32501