



Early Learning Coalition of Escambia County

**Executive/Finance Committee Meeting Minutes**

June 27, 2024, 8:30 a.m.

**Members Present**

Van Mansker

Roger Thompson

Shannon Nickinson

**Members Absent**

Mona Jackson

**Staff**

Bruce Watson

Dawn Engel

Melissa Jennings

Nina Daniels

Bess Abernathy

**Public**

None

**I. Welcome and Introductions**

Notification of the Executive Finance Committee Meeting scheduled for June 27, 2024, was sent to the Pensacola News Journal, and posted to the Coalition Public Calendar Board on June 17, 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. Nickinson, the Consent Agenda, consisting of the Agenda, and Minutes of May 30, 2024, was approved without objection.

**IV. Coalition Status Reports**

a. Financial Update

Through April, the Coalition has spent \$14.3 million of the \$17.3 million SR grant which is 82.4% of the grant. Admin was at 2.5%, Non-Direct total was at 17.6% and Quality was at 8.8%. VPK Admin was at 3.3%

b. Enrollment/Wait List Status Report

There are 2,551 children enrolled in the School Readiness Program. There are 562 children on the Wait List. The last pull from the Wait List was on May 21, 2024, for applications made between January 1 and January 7, 2024. Pulls from the waiting list are being placed on hold. Since the application window opened on January 1, for the 2024-2025 VPK program year, 1,547 applications have been approved.

c. Contracting and Fraud Summary Report



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There are 84 SR providers and 71 VPK providers. There are 3 fraud cases pending.

### **V. Committee Recommendations**

- a. None

### **VI. Old Business**

- a. ARPA Grant Funding - Update

The Coalition spent all but \$907 of the \$404,688 ARPA Discretionary Curriculum Grant. To date the Coalition has spent over \$4.7 million of the \$4.99 million APPA discretionary Early Learning Grant.

- b. MIP Implementation

There have been a few issues with the implementation of MIP. These issues have set the timeline off by a few weeks. The Coalition is hoping to have MIP up and running by the end of July.

- c. Joyce Griffin Room Dedication July 9, 2024, ICW RDC

The Joyce Griffin Room plaque is finally complete. Due to the quality of the first plaque and the amount of time it took to get the plaque finished, the plaque was given to the Coalition at no cost. The Joyce Griffin Room Dedication will be held at the start of the RDC meeting on July 9, 2024.

- d. Coalition Funding/Budget for FY 2024-2025- - Funding Shortfall

The numbers for the FY 2024-2025 budget have been reduced since the last EXCOM meeting. At this point if the State does not allocate more funding, the Coalition will be \$2.5 million short for the year. After running the numbers, to have a balanced budget on what the State has shown what the Coalition will receive this fiscal year, 304 children would have to be cut from the program.

- e. BOD Orientation Recap

The Coalition held a Board Orientation on June 13, 2024. Three of the six new Board members attended along with nine Coalition staff. A second Orientation will be scheduled to accommodate the three new Board members who were not able to attend.

### **VII. New Business**

- a. 2024-2025 Grant Agreement

The 2024-2025 Grant Agreement has been signed. The Coalition has made a formal complaint pertaining to a section of the Grant that states that if a fraud referral is returned to the ELC without adjudication the ELC shall make every effort to recover the overpayment. A written complaint is being prepared.



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The Grant Agreement has also authorized Coalitions to have twelve holidays, vice ten, in a contract year. When the State removed two holidays, the Coalition compensated employees by adding 20 hours of PTO. The Coalition has decided to not add the two holidays and to keep the 20 hours of PTO that was added when the two holidays were removed.

### b. Meeting Schedule Change and By-Laws Change

As discussed at the EXCOM meeting in May and approved at the Board meeting in June, the annual schedule for Board and Committee meetings has been revised. Board meetings will now be quarterly, meeting the second month of each quarter (August, November, February and May). The RDC will meet the month prior to the Board meetings (July, October, January and April). The EXCOM will meet in July, September, October, November, January, March, April and June. As a result of these changes the Coalition By-Laws must be updated to reflect the change from the Board meeting bi-monthly to quarterly.

### c. Review Hearing – My Little Blessings June 27, 2024

The Review Hearing for My Little Blessings will be held immediately following this meeting of the EXCOM.

## **VIII. Audits and Reviews - In Progress**

### a. A-133 Audit for 2022-2023 In Process

Onsite delayed until July 2024

## **IX. Adjourn: Meeting was adjourned at 9:21 a.m.**

**Next Meeting: July 25, 2024, at 8:30 a.m. at the Early Learning Coalition Office, 1720 West Fairfield Dr., Suite 100/400, Pensacola, Florida 32501**