



Early Learning Coalition of Escambia County

**Executive/Finance Committee Meeting Minutes**

October 28, 2021 8:30 a.m.

**Members Present**

Van Mansker

Roger Thompson

Mona Jackson

**Members Absent**

Marcus McBride

**Staff**

Bruce Watson

Vicki Pugh

Paula Rollins

Nina Daniels

**Public**

None

**I. Welcome and Introductions**

Notification of the Executive/Finance Committee Meeting scheduled for October 28, 2021, was sent to the Pensacola News Journal on October 4, 2021, and posted to the Coalition Public Calendar Board on October 1, 2021. The meeting was called to order by Mr. Mansker.

**II. Public Comments**

None.

**III. Consent Agenda**

Upon a motion made by Mr. Thompson and seconded by Ms. Jackson, the Consent Agenda, consisting of the Agenda and Minutes of August 26, 2021, was approved without objection.

Note: There were no minutes to be approved for September as the Executive Committee meeting scheduled for September 23, 2021, was cancelled.

**IV. Status Reports**

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

1. SR/VPK Fiscal Year Benchmark Report:

The benchmark report and associated financials were not available for review.

2. Enrollment/Wait List Status Report:

Nearly 3,000 children are enrolled in the School Readiness Program. The Coalition has slowed pulling from Wait List each week because the number of parents who cannot find a child care provider for their children has resulted in over thirty children authorized, but not enrolled.

Future pulls will be dependent upon the number of children waiting for a provider.



## Early Learning Coalition of Escambia County

### 3. Contracting and Fraud Summary Report:

There are 80 SR providers and 68 VPK providers. There is no fraud to report for this year.

## V. Committee Recommendations

- a. None.

## VI. Old Business

- a. DEL CRRSA and ARPA Grants

The DEL has started the process to get approval for CRRSA Phase VI. Planning is already in work for the use of the ARPA grants coming in 2022.

- b. Coalition Relocation Update

The work to remodel the new Coalition offices continues but has experienced delays. The move is now scheduled for December.

- c. DEL Reviews for 2021-2022

1. Financial Review, Feb-Apr 2021

The Financial Review process is still ongoing. The Coalition has submitted a Proposed Corrective Action Plan (PCAP) for the 11 findings in the report.

- d. Time Reporting and Compensation Policy Workgroup Schedule

The DEL still has not published their new guidance on time reporting and compensation. The new Chancellor is looking at policy guidance. Therefore, the Committee decided the workgroup should meet to review related Coalition policy and recommend changes as required. At least three meetings will be scheduled once the availability of members is determined, and a schedule developed and properly noticed as required by Sunshine.

## VII. New Business

- a. Board Member Resignation

On October 15, 2021, Drew Hardgrave submitted his resignation from the Board. This now leaves two of three Governor appointed positions vacant. There is one application submitted that has not been acted upon. Efforts will begin to recruit another applicant for Governor appointment. Mr. Hardgrave has served the Coalition well and his support will be missed.

- b. DOH Board Designee Change

The Department of Health has notified the Coalition that their current designee, Ms. Beate Bolton, is retiring. They have designated Ms. Deborah Tucker to be their designee. Upon a motion made by Mr. Thompson and seconded by Ms. Jackson, the Committee's recommendation to the Board to approve the appointment of Ms. Tucker was approved without objection.



## Early Learning Coalition of Escambia County

### c. 2022 Board and Committees Schedule

The schedule for meetings of the Board and Committees was presented. Upon a motion made by Mr. Thompson and seconded by Ms. Jackson, the schedule for meetings in 2022 was approved without objection.

### d. Board Orientation February 2022

Mr. Watson proposed that an orientation for new Board members be conducted after the February 2022 Board meeting.

### e. Executive Director Resignation

The Executive Director, Mr. Bruce Watson, submitted his resignation for September 23, 2022. He wanted to notify the Coalition well ahead of his departure date so that the Board had sufficient time to identify a new Executive Director and there would be adequate time for a proper turnover.

**VIII. Adjourn: Meeting was adjourned at 9:22 a.m.**

**Next Meeting: November 18, 2021, at 8:30 a.m. at the Early Learning Coalition Office, 3300 North Pace Boulevard, Suite 210, Pensacola, Florida 32505**