



Early Learning Coalition of Escambia County

Executive/Finance Committee Meeting Minutes

October 23, 2025, 9:00 a.m.

Members Present

Shannon Nickinson (Interim Chair)
Tammy Hicks

Roger Thompson

Mona Jackson

Members Absent

None

Staff

Bruce Watson

Nina Daniels

Dawn Engel

Tom Porter

Public

None

I. Welcome and Introductions

Notification of the Executive Finance Committee Meeting scheduled for October 23, 2025, was sent to the Pensacola News Journal, and posted to the Coalition Public Calendar Board on October 7, 2025. The meeting was called to order by Ms. Nickinson.

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, Financial Reports for September 2025 and Minutes of September 25, 2025, was approved without objection.

IV. Coalition Status Reports

a. Financial Update

Through September the Coalition spent \$5.6 million of the \$19.4 million SR grant which is 29.0% of the grant. SR Admin was 1.4%, Non-Direct Services was 12.5% and Quality was 7.2%. VPK Services was \$774,546 of \$4.8 million which is 15.9%. VPK Admin spending was 2.6%.

b. Enrollment/Wait List Status Report

There are 2,305 children enrolled in the School Readiness Program of which 59 are SRMAT and 13 are SR Plus. 1,022 are school-age children. There are 440 children on the Wait List. 125 children have been pulled from the waitlist in the past two weeks. There are 1,846 children approved for VPK for 2025/26 Program year. 1,464 children are currently enrolled.



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c. Contracting and Fraud Summary Report

There are 82 SR providers and 67 VPK providers.

V. Committee Recommendations

None.

VI. Old Business

a. Updated Funding Projections for Fiscal Year 2025-2026

The following analysis and funding scenarios for use of the FY 2025-2026 SR funding allocated to date were provided for review and discussion:

1. The initial allocation from the Legislature for ELC Escambia for SR services was \$19.4 million. \$1.4 million had to be used to pay SR for June 2025. An additional \$431.700 must go to cover the QPI/GS shortfall. This leaves a total of \$17.5 million for SR funding for FY 2025-2026. This amount can support 2,400 children in care.
2. To get the number of children back to the level that was enrolled on July 1, 2025, which was 2,541, the Coalition would be \$820,000 in the hole.
3. The Escambia Children's Trust has made a offer to try and get the Coalition the \$820,000 to help offset the shortage in funding.

b. ED Search Update

The Executive Director reminded the committee that his last day will be December 23, 2025. There has yet to be anyone selected for the position.

c. Recap of Early Learning Conference 28SEP25

A list of the Conference Sponsors and Vendors was presented to the committee. Thank-you letters have been sent out to all the sponsors and vendors. Plans for a conference in 2026 are already underway. The Coalition is looking for a different venue.

VII. New Business

a. Impact 100 Grant

The Coalition was one of the recipients to receive the Impact 100 Grant. The Coalition received \$103,500 that will be used to purchase a van for Classroom on Wheels. The Classroom on Wheels will be used to go out into the community and facilities to bring educational resources, and to offer hearing and vision screenings for the children.

A campaign to Name the Van has started. The Coalition is reaching out to the providers to help come up with a name for the van. The Coalition also wants to get pictures of local children to put on the van. The winner will be the first facility that the van will visit once the van is ready to go. Impact 100, WEAR and Pensacola News Journal will be invited come out to celebrate this first outing.

b. Building Lease Agreement - Update



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Bruce Strumpf, Inc. has agreed to renew the Coalition's lease. The new monthly rent amount will be just a little over \$17,000. Upon a motion made by Mr. Thompson and seconded by Ms. Hicks, it was approved to take the Lease agreement to the Board.

c. Staff Turnover

- The Coalition has parted ways with two staff members, one eligibility specialist and one CCR&R employee.
- Both positions have been filled.
- The Finance Director position has been filled.
- Mr. Spivey has been out on STD for the past 12 weeks. Due to his health, it is not known at this time if he will be able to return to work. Mr. Spivey's employment will be reevaluated after the end of his allowed 24 weeks of STD.

d. HR Services

Information on HR Service through ADP and TriNet HR Plus was presented to the committee. ADP did not offer the type of service that the Coalition is looking for. TriNet HR Plus does have promising packages to offer. TriNet HR Plus would not be able to assign just one person to do the job.

e. Twenty Years of VPK

This year marks the 20th anniversary of the VPK Program. The Coalition is looking for ways to celebrate the anniversary.

f. Ideas for ELC Twenty-fifth Anniversary Recognition

On November 30, 2025, the Coalition will have its 25th anniversary. The Coalition is looking for ways to celebrate this milestone.

g. 2026 Meeting Calendar

The 2026 meeting calendar was presented to the committee for discussion. It was agreed to change RDC meetings from the 3rd Tuesday of January, April, July and October to the 2nd Tuesday of January, April, July and October. Changes will be made to the meeting calendar and will be presented to the Board in November.

h. 2025 Code of Ethics

Approval was needed to take the Code of Ethics to the Board in November.

Upon a motion made by Ms. Nickinson and seconded by Mr. Thompson, it was approved without objection to take the Code of Ethics to the Board.

VIII. Audits and Reviews - In Progress

a. FY 2024-2025 A-133

The Coalition just had its first meeting with CRI.

b. FY 2025-2026 Financial Review



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The orientation period was held. DEL gave two weeks to get everything together.

IX. Adjourn: The Meeting was adjourned at 10:13 a.m.

Next Meeting: November 20, 2025, at 9:00 a.m. at the Early Learning Coalition Office, 1720 West Fairfield Dr., Suite 100/400, Pensacola, Florida 32501