



**SERVICE DELIVERY &
EFFICIENCY COMMITTEE
MEETING AGENDA**

Monday, September 25, 2017 at 2:00 pm.
6800 N. Dale Mabry, Suite 134
Tampa, Florida 33614
Call-in: 866-866-2244
Access Code: 5194796

I. CALL TO ORDER

- A. Quorum Verification
- B. Approval of Minutes for August 25, 2017 Service Delivery & Efficiency Committee Meeting

II. PUBLIC COMMENT I

Individuals wishing to address the Early Learning Coalition of Hillsborough County Board of Directors must complete a Public Comment Request Card and submit it to the official recorder prior to the noticed start time of the meeting. Said comments will be limited to three (3) minutes per individual on a first come, first serve basis, and only at such time as is identified on the official meeting agenda for public comment. All public comment in Public Comment I must pertain to an item on the approved agenda.

III. OLD BUSINESS

IV. ACTION ITEMS

V. DISCUSSION ITEMS

- A. VPK Progressive Enforcement Plan A. Chowning
- B. Hurricane Preparation and Recovery Plan A. Chowning

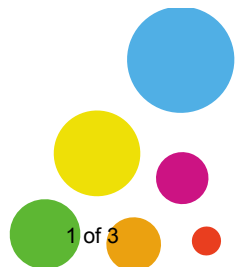
VI. ADJOURNMENT

UPCOMING MEETINGS

Legislative Affairs Committee Meeting- October 5, 2017 at 9:30 am.
Executive/Finance Committee Meeting- October 16, 2017 at 3:00 pm.
Board Retreat- November 13, 2017 from 12:00 pm to 2:30 pm
Board of Directors Meeting- November 13, 2017 at 3:00 pm

UPCOMING EVENTS

Read for the Record- Thursday, October 19, 2017





**SERVICE DELIVERY &
EFFICIENCY COMMITTEE
UNAPPROVED MINUTES**

Friday, August 25, 2017 at 2:00 pm
6800 N. Dale Mabry, Suite 134
Tampa, Florida 33614

MEETING ATTENDANCE

Facilitator: Angela Chowning, Chair

Committee Members Present:

Angela Chowning*, Dr. Daphne Fudge, Mary Hancock, and Dr. Jacquelyn Jenkins*

Committee Members Absent:

Liz Welch

ELCHC Staff:

Sharon Hayes, Kelley Minney, and Karen Perkins

Other Attendees:

Susy Hromalik and Marina Harkness

*Indicated attendance by phone.

CALL TO ORDER

Quorum Verification

Noting a quorum had been established, Chair Chowning called the meeting to order at 2:00 pm.

Approval of March 1, 2017 Service Delivery & Efficiency Committee Meeting Minutes

Dr. Daphne Fudge made a motion to approve the March 1, 2017 Service Delivery & Efficiency Committee meeting minutes. Angela Chowning made a second. The motion carried unanimously.

PUBLIC COMMENT

There was no Public Comment

OLD BUSINESS

There was no Old Business.

ACTION ITEMS

There were no Action Items.

DISCUSSION ITEMS

Progressive Enforcement Roll-Out

The Committee discussed staff's plan to roll-out the School Readiness (SR) contract enforcement procedures to providers. Sharon Hayes stated that four (4) Voluntary Pre-Kindergarten (VPK) and



four (4) School Readiness (SR) contract meetings had been scheduled in September to discuss contract compliance and the progressive enforcement roll-out, but that the progressive enforcement roll-out would only apply to SR contracts. Ms. Hayes added that providers not able to attend the contract meetings would have access to webinars that included VPK and SR contract information and compliance procedures. The following contract meetings are to be held at the ELCHC's Institute for Early Childhood Professionals:

VPK Contract Meetings

1. Saturday, September 9, 2017 from 9:00 am to 11:00 am
2. Tuesday, September 12, 2017 from 10:00 am to 12:00 pm
3. Wednesday, September 13, 2017 from 6:00 pm to 8:00 pm
4. Thursday, September 14, 2017 from 10:00 am to 12:00 pm

SR Contract Meetings

1. Saturday, September 16, 2017 from 9:00 am to 11:00 am
2. Tuesday, September 19, 2017 from 10:00 am to 12:00 pm
3. Wednesday, September 20, 2017 from 10:00 am to 12:00 pm
4. Thursday, September 21, 2017 from 6:00 pm to 8:00 pm

Karen Perkins stated that contract enforcement procedures would not go into effect until all School Readiness providers had been notified by letter and email.

Mr. Perkins recommended that the Committee develop standardized enforcement procedures for the Voluntary Pre-Kindergarten (VPK) contracts. Dr. Fudge requested that the Committee consider extending an invitation to providers to help gain their perspective on the process. The Committee highlighted that recommendations for an enforcement plan would need to align with OEL rule.

Mary Hancock shared that provider forms listed on the ELCHC website were incorrect. Ms. Perkins stated that Dr. Knobl was made aware of the outdated forms on the website and that he was directing his staff accordingly.

Dr. Fudge invited Committee members to the National Black Child Development Workshop held on the third Friday of every month.

The Committee requested a doodle poll to schedule the next Committee meeting.

ADJOURNMENT

Citing no further business, Dr. Daphne Fudge made a motion to adjourn the meeting at 3:12 pm. Mary Hancock made a second. The motion carried unanimously.