



ELCHC Governance Committee Meeting

Monday, August 2, 2021 at 3:00 pm

6302 E. Dr. Martin Luther King Jr. Blvd., Suite 100 Tampa, FL 33619



ELCHC Governance Committee Meeting Agenda Packet

Monday, August 2, 2021

I. CALL TO ORDER

S. Robinson

- A. Roll call/Quorum Verification
- B. Approval of Minutes for June 14, 2021 Regular Meeting - 3

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. ACTION ITEMS

IV. CEO REPORT

G. Gillette

- A. Legal Services RFP
- B. FY 20 - 21 DEL Accountability Monitoring
- C. COVID-19 Update

V. DISCUSSION ITEMS

- A. Board Membership Applications Update & Board Terms - 6 K. Minney
- B. Board of Directors Diversity Matrix - 14 K. Minney
- C. Board of Directors Annual Forms K. Minney

VI. ADJOURNMENT

MEETING ATTENDANCE

Facilitator: Dr. Shawn Robinson, Chair

Committee Members Present:

Dr. Leslene Gordon*, Aakash Patel*, and Dr. Shawn Robinson*

Committee Members Absent:

Luke Buzard

ELCHC Staff:

Gordon Gillette*, Alison Fraga*, Kelley Minney*, Kiyana Scott*, Gary Meyer*, Helen Sovich*, Rick Rampersad*, Abby Perez*, Lorinda Gamson*, Hannah Goble*, Megan Folts*

Other Attendees:

**Indicates attendance by Zoom meeting platform.*

CALL TO ORDER

Quorum Verification

Noting a quorum was present, Committee Chair Dr. Shawn Robinson called the meeting to order at 2:02 pm.

Approval of March 29, 2021, Governance Committee meeting minutes

Aakash Patel made a motion to approve the March 29, 2021, Governance Committee minutes. Dr. Leslene Gordon made a second. The motion carried unanimously.

PUBLIC COMMENT

There was no Public Comment.

ACTION ITEMS

FY 2021-2022 Governance Committee Meeting Schedule

The Governance Committee reviewed the meeting schedule for FY 2021-2022. All committee meetings will be held at the Early Learning Coalition's primary office location at Interstate Corporate Center.

Dr. Leslene Gordon made a motion to approve the FY 2021-2022 Governance Committee Meeting Schedule. Aakash Patel made a second. The motion carried unanimously.



Election of Board officers

The Governance Committee is responsible for recommending a slate of candidates to serve as officers of the Board of Directors.

Dr. Robinson stated that the slate of officers was the same slate for FY 2021-2022, which consisted of Chair (appointed), Vice-Chair, Secretary, and Treasurer. In addition, the Committee had received the following nominations for FY 2021-2022:

- Two nominations for Vice-Chair, Dr. Shawn Robinson, and Luke Buzard.
- One nomination for Secretary, Dr. Stephe Holmquist Johnson.
- One nomination for Treasurer, Luke Buzard.

The Committee voted to recommend the following FY 2021-2022 slate of candidates to the full board for approval.

Dr. Shawn Robinson, Vice Chair
Dr. Stephe Holmquist Johnson, Secretary
Luke Buzard, Treasurer

Aakash Patel made a motion to move forward with the slate. Dr. Leslene Gordon made a second. The motion carried unanimously.

CEO REPORT

Mr. Gordon Gillette gave an update on the following items.

1. Implementation of House Bill 419 – the bill will be effective July 1, 2021
2. New Chief Information Officer, Rick Rampersad

DISCUSSION ITEMS

Board of Directors Annual Forms

Kelley Minney, Manager, Donor Relations, informed the Committee that the FY 2021-2022 annual forms would be available to the Board of Directors following the June 21, 2021, annual Board meeting.

Board of Directors Diversity Matrix

Mrs. Minney presented and reviewed the diversity matrix report to the Committee highlighting the following:

- Eleven (11) out of twenty-two (22) members submitted their matrix surveys
- Based on the 11 members who submitted their surveys, 64% are females, and 36% are males.
- A footnote was added on the Board tenure report to show that Dr. Shawn Robinson's ten (10) years of service on the Board of Directors consisted of his legislative terms and private sector terms

Dr. Shawn Robinson asked that the report design be updated to be more accessible to members who are color-blind.

ADJOURNMENT

Aakash Patel made a motion to adjourn at 2:15 pm. Dr. Leslene Gordon made a second. The motion carried unanimously.

Read and approved by: _____ Date _____
Dr. Stephie Holmquist Johnson, Secretary

ELCHC GOVERNANCE COMMITTEE MEETING – August 2, 2021

DISCUSSION ITEM

V.A.

ISSUE: Board Membership Applications Update

NARRATIVE:

There are 14 Gubernatorial applications on file at the Governor’s Appointments Office as of July 28, 2021:

Gubernatorial Applicants
Aakash Patel
Luke Buzard
Sandra Murman
Roshaun Gendrett
Dipa Shah
Kim Thresher
Amy McGuire
Kathleen McQuarrie
Brandy Williams
Sabrina Darville
Clarice Shillingford
Deborah Lundberg
Craig Minsky
Joy Smith McCormick

1 Attachment (Board Roster)

Early Learning Coalition of Hillsborough County

Approved as of [date added when approved by OEL]

Count or N/A	Designation in F.S. 1002.83(3) and (4)	Voting Member	Name Address Telephone Number Fax Number Email Address	Affiliation and/or Employment	For multi-county coalitions, indicate the county the member represents	Date Appointed	Length of Current Term and Date it Will End	Term
1	Chair, appointed by the Governor	Yes	Aakash M. Patel 4202 West Carmen Street, Unit 5 Tampa, FL 33609 (813) 364-4769 Work (850) 591-0208 Cell (813) 343-4324 Fax Aakash@elevate-inc.com Assistant: Julie Connolly (813) 412-2620 Julie@elevate-inc.com	Elevate, Inc. President	N/A	Appointed 06.23.14 Reappointed 8.30.18	1 st term 04.30.2017 (3 years) 2 nd term ends 4.30.202(3 years)	2
2	Private sector appointed by the Governor	Yes	Open		N/A	Appointed		1
3	Private sector appointed by the Governor Treasurer	Yes	Luke A. Buzard, CPA, CIA 702 N. Franklin St., Tampa, FL 33602 (813) 228-4733 Work (813) 228-4508 Fax labuzard@tecoenergy.com Assistant: Camille Ovaitte CMOvaitte@tecoenergy.com 813-228-4173	TECO Peoples Gas VP Pipeline Safety and Regulatory Affairs	N/A	Appointed 10.29.15 Reappointed 03.31.17	Term end 4.30.2016 (6 months) Term End 04.30.20 (3 years)	1

Early Learning Coalition of Hillsborough County

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4	Department of Children & Family Services Regional Administrator or permanent designee	Yes	Beth Pasek 9393 North Florida Avenue, Suite 900 Tampa, Florida 33612 (813)337-5806 Work (813) 460-6131- Cell Beth.pasek@myflfamilies.com	Department of Children and Families Community Development Administrator, Circuit 13	N/A	Legislative Began 11.18.19	N/A	N/A
5	District superintendent of schools or permanent designee	Yes	Tracye H. Brown 901 E. Kennedy Boulevard Tampa, FL 33602 (813) 272-4879 Work tbrown@sdhc.us Administrative Secretary: Teresa Wilkinson Teresa.Wilkinson@sdhc.k12.fl.us	Hillsborough County Public Schools Chief of Climate & Culture	N/A	Legislative Began 06.06.16	N/A	N/A
6	Regional workforce board executive director or designee	Yes	John Flanagan 4902 Eisenhower Blvd., Suite 250 Tampa, FL 33634 (813) 397-2024 Work (813) 373-9011 Cell Flanaganj@careersourcetampabay.com	CareerSource Tampa Bay CEO	N/A	Legislative Began 5.11.2020	N/A	N/A
7	County health department director or designee	Yes	Dr. Leslene Gordon P.O. Box 5135 Tampa, FL 33675-5135 (813) 307-8015 ext. 7101 Work leslene.gordon@flhealth.gov	Hillsborough County Health Department Community Health Director	N/A	Legislative Began 11.13.18	N/A	N/A

Early Learning Coalition of Hillsborough County

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8	President of a Florida College System institution or permanent designee	Yes	Dean Sheila Rios Ybor City Campus 2115 N. 15th Street Tampa, Florida 33606 W: (813) 253-7718 srios17@hccfl.edu	Hillsborough Community College Dean, Associate of Science Programs	N/A	Legislative Began 1.7.21	N/A	N/A
9	Member appointed by Board of County Commissioners or the governing board of a municipality	Yes	Gwen Myers 601 E. Kennedy Blvd. 2 nd Floor Tampa, FL 33602 myersg@hillsboroughcounty.org Assistant: Wanda West P: (813) 272-5720 M: (813) 860-7075 westw@hillsboroughcounty.org	District 3 Commissioner	N/A	Legislative Began 11.17.20	N/A	N/A
10	Head Start Director	Yes	Dr. Jacquelyn Jenkins Lee Davis Community Resource Center 3402 N. 2 2 nd Street Tampa, FL 33605 (813) 272-5140 , Ext. 52711 Work jenkinsja@hillsboroughcounty.org Assistant: Belinda Elkins (813) 272-5140 , Ext. 52754 elkinsb@hillsboroughcounty.org	Hillsborough County Head Start/Early Head Start Department Director	N/A	Legislative Began 01.13.14	N/A	N/A
11	Representative of private for-profit child care providers	Yes	Cynthia Chipp 1502 Heather Avenue Tampa, Florida 33612 (813) 632-3229 (813) 493-0909 cyntchipp@yahoo.com	Cynthia Chipp Family Childcare Owner	N/A	Began 11.18.19	4 Years 11.18.2023	1

Early Learning Coalition of Hillsborough County

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12	Representative of faith based child care providers	Yes	Amanda Jae Palma Ceia United Methodist Day School 3723 W. Bay to Bay Blvd. Tampa, Florida 33629 813-837-9580 Amanda.jae@palmaceaumc.org		N/A	Began 2.10.20	4 Years 2.10.24	1
13	Representative of programs for children with disabilities under federal Individuals with Disabilities Education Act	Yes	Lise Fox, Ph.D. 13301 Bruce B. Downs Blvd. Tampa, Florida 33612-3807 (813) 974-6100 work (813) 974-6115 fax lisefox@usf.edu	USF Florida Center for Inclusive Communities-Dept. of Child & Family Studies-College of Behavioral & Community Studies Professor & Co-Director	N/A	Legislative Began 9.17.18	N/A	N/A
14	Children services council or juvenile welfare board chair or executive director	Yes, if applicable	Kelley Parris 1002 East Palm Avenue Tampa, FL 33605 (813) 204-1723 Work (813) 228-8122 Fax (334) 215-0150 Cell parrisk@childrensboard.org Executive Secretary: Kristina Austin (813) 204-1705 austink@childrensboard.org	Children's Board of Hillsborough County Executive Director	N/A	Legislative Began 07.2013	N/A	N/A

Early Learning Coalition of Hillsborough County

Approved as of [date added when approved by OEL]

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15	An agency head of a local licensing agency	Yes, if applicable	Carl Harness 601 E. Kennedy Blvd Tampa, Florida 33602 P: (813) 272-1153 M: (813) 545-4478 harnessc@hillsboroughcounty.org Admin Assistant Aletta Keplinger-Rodriguez	Hillsborough County, Office of County Administrator Chief Human Services Administrator	N/A	Legislative Began 2.15.2021	N/A	N/A
16	Private Sector Business	Yes, if needed to meet private sector percentage or multi-county representation	Whittington Lee Bowers 17611 Archland Pass Road Lutz, Florida 33558 (813) 391-5690 Lee.Bowers@WellCare.com	Sunshine Health Senior Vice President	N/A	Began 9.16.19	4 years 9.16.2023	1
17	Private Sector Business	Yes, if needed to meet private sector percentage or multi-county representation	Open		N/A	Began	4 years	0
18	Private Sector Business	Yes, if needed to meet private sector percentage or multi-county representation	Dianne Jacob 201 N. Franklin Street, Ste. 1500 Tampa, FL 33602 (813) 637-7159 (813) 679-4973 Dianne.jacob@pnc.com	PNC Bank Senior Vice President and Director Client and Community Relations	N/A	Began 04.13.15	4 Years 04.15.19 2 nd term 4.15.2023	2
19	Private Sector Business	Yes, if needed to meet private sector	Dr. Daphne Fudge 19240 Wood SAGE Tampa, FL 33647	Your1resource Training	N/A	06.13.16	4 years 06.13.20	2

Early Learning Coalition of Hillsborough County

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		percentage or multi-county representation	(813) 340-5382 Work (813) 644-4505 Fax (813) 482-4838 Cell Your1resource@yahoo.com	Executive Director of Training			2 nd term ends 6.15.24	
20	Private Sector Business Secretary	Yes, if needed to meet private sector percentage or multi-county representation	Stephie Holmquist Johnson, Ph.D. P.O. Box 3546 Plant City, Florida 33563-0010 (813) 759-6500 Ext. 1 (813) 334-3734 cell stephie@hecedu.com	Holmquist Educational Consultants, Inc. President	N/A	9.17.18	4 years 9.17.22	1
21	Private Sector Business	Yes, if needed to meet private sector percentage or multi-county representation	Candy Olson 610 S. Rome Avenue Tampa, Florida 33606 (813) 259-1487 Home (813) 293-4688 cell Candy.olson@gmail.com	Retired- Private Sector	N/A	11.13.18	4 years 11.13.22	1
22	Private Sector Business Vice Chair	Yes, if needed to meet private sector percentage or multi-county representation	Dr. Shawn Robinson, Esq (813) 523-3594 Cell shrobinson@hccfl.edu	Law Office of Shawn H. Robinson. Esq.	N/A	2.11.19	4 years 2.11.2023	1
23	Private Sector Business	Yes, if needed to meet private sector percentage or multi-county representation	Adam Giery 4320 W. Kennedy Blvd. Tampa, Florida 33601 (813) 321-1400 Work (407) 462-2767 cell agiery@strategosgroup.com	Strategos Group Managing Partner	N/A	9.16.19	4 years 9.16.2023	

Early Learning Coalition of Hillsborough County

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24	Private Sector Business	Yes, if needed to meet private sector percentage or multi-county representation	Dustin Portillo 4908 W. Nassau Street Tampa, FL 33607 813-769-4934 Office 813-417-6232 Cell dportillo@casperscompany.com	Caspers Company McDonald's Community Relations	N/A	10.19.20	4 years 10.19.2024	

Early Coalition of Hillsborough County Membership Management

Approved as of [date added when approved by OEL]

- I. TOTAL MEMBERSHIP : 22
- II. TOTAL PRIVATE SECTOR MEMBERSHIP: 11 PRIVATE SECTOR PERCENTAGE: 50%
- III. TOTAL NON-VOTING EX OFFICIO MEMBERSHIP: XXXX
- IV. NUMBER OF VACANCIES IN REQUIRED POSITIONS: 1



Board of Directors Diversity Matrix

BOWERS, Lee
 BROWN, Tracy-H.H.
 BUZARD, Luke
 CHIPP, Cynthia
 FLANIGAN, John
 FOX, Dr. Lisa
 FUDGE, Dr. Daphne
 GIBBY, Adam
 GORDON, Dr. Laelene
 HANNES, Carl
 HOLMQUIST JOHNSON, Dr. Stephanie
 JACOBS, Diane
 JAE, Amanda
 JEWING, Dr. Jacquelyn
 MYERS, Green Commissioner
 OLSON, Candy
 PARRIS, Kelley
 PASTER, Beth
 PATEL, Ashish M.
 PORTUOLO, Duane
 RIOS, Ghelle
 ROBINSON, Dr. Shawn

Board Tenure (Yr joined)	2019	2016	2015	2019	2020	2018	2016	2019	2018	2021	2018	2015	2020	2014	2020	2018	2013	2019	2014	2020	2021	2009
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Areas of Expertise/Leadership Qualities	2019	2016	2015	2019	2020	2018	2016	2019	2018	2021	2018	2015	2020	2014	2020	2018	2013	2019	2014	2020	2021	2009	
Architectural/Engineering											X												
Community Development							X											X	X				
Community Volunteer							X				X	X											
Education				X	X						X	X							X			X	X
Entrepreneur							X				X												
Finance/Accounting																							
Government									X								X						
Healthcare																							
Hospitality												X											
Human Resources							X																
Insurance							X																
Investment Management/Banking																							
Legal																							X
Manufacturing/Industrial																							
Marketing, Public Relations, Media																				X			
Non-profit							X					X				X							
Real Estate, Construction, Property & Facilities												X											
Technology											X												
Other			X				X																

Resources	2019	2016	2015	2019	2020	2018	2016	2019	2018	2021	2018	2015	2020	2014	2020	2018	2013	2019	2014	2020	2021	2009	
Money to give			X				X				X		X			X							
Access to money			X								X												
Access to other resources (foundations, corporate support)											X	X								X			
Availability for active participation (connection/introduction to network, grant writing)					X					X	X		X					X	X	X		X	X

Community Connections	2019	2016	2015	2019	2020	2018	2016	2019	2018	2021	2018	2015	2020	2014	2020	2018	2013	2019	2014	2020	2021	2009	
Religious organizations							X				X		X			X				X			
Community Service Organization							X			X	X	X				X				X			X
Corporate			X				X			X	X					X				X			
Education					X	X				X	X	X				X				X		X	X
Media					X											X				X			
Political					X					X						X				X			
Philanthropy					X					X						X				X			
Social/Fraternal Organization			X				X									X				X			
Small business					X					X		X				X				X			
Social services					X					X		X				X			X	X			
Other																							

Core Competencies	2019	2016	2015	2019	2020	2018	2016	2019	2018	2021	2018	2015	2020	2014	2020	2018	2013	2019	2014	2020	2021	2009	
Visionary					X	X				X	X	X				X			X	X		X	X
Accountability					X						X		X			X				X			
Organizational learning					X					X	X	X				X				X		X	X
Understanding of mission, vision, values					X	X				X	X	X				X				X		X	X
Strategic thinking					X					X	X	X				X			X	X		X	X
Using data, problem-solving					X					X						X			X	X		X	
Accurate reporting, transparency					X					X						X			X	X		X	
Scanning for new information					X					X						X			X	X		X	
Integrating learning, generalizing to new situations					X	X				X	X					X			X	X		X	

Age	2019	2016	2015	2019	2020	2018	2016	2019	2018	2021	2018	2015	2020	2014	2020	2018	2013	2019	2014	2020	2021	2009	
18-24																							
25-34													X										
35-44			X																X				
45-54						X																X	X
55-64					X					X	X								X				
65 or above												X					X						

Gender	2019	2016	2015	2019	2020	2018	2016	2019	2018	2021	2018	2015	2020	2014	2020	2018	2013	2019	2014	2020	2021	2009	
Female																							
Male			X			X	X			X	X	X	X			X			X	X		X	X
Transgender										X									X				
Non-binary																							
Other																							

Race/Ethnicity	2019	2016	2015	2019	2020	2018	2016	2019	2018	2021	2018	2015	2020	2014	2020	2018	2013	2019	2014	2020	2021	2009	
Native American, American Indian, or Alaska Native																							
Asian or Asian American																				X			
Black or African American							X				X												X
Native Hawaiian or Other Pacific Islander																							
White or Caucasian			X			X					X	X	X			X			X				
Hispanic, Latino or Spanish																							X
Other																							

Parent	2019	2016	2015	2019	2020	2018	2016	2019	2018	2021	2018	2015	2020	2014	2020	2018	2013	2019	2014	2020	2021	2009	
Yes			X			X	X				X	X				X				X	X		X
No										X	X									X	X		X

Age of Child(ren)	2019	2016	2015	2019	2020	2018	2016	2019	2018	2021	2018	2015	2020	2014	2020	2018	2013	2019	2014	2020	2021	2009	
Under 10			X																				
11-15			X				X																
16-21																							X
22-26																							X
27 or above						X						X								X			

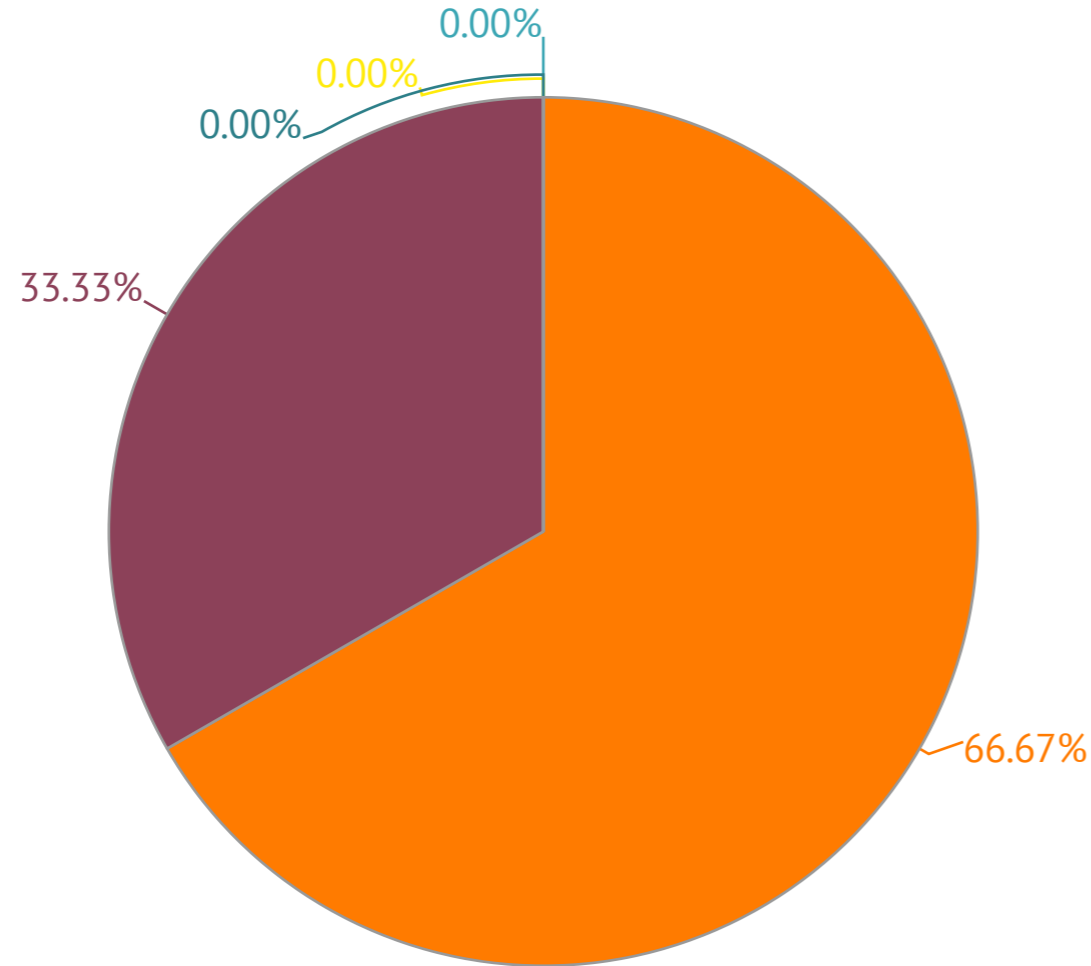
Persons living with a disability	2019	2016	2015	2019	2020	2018	2016	2019	2018	2021	2018	2015	2020	2014	2020	2018	2013	2019	2014	2020	2021	2009	
Yes																							
No			X			X	X				X	X	X	X					X	X	X		X

Served or Currently Serving in the U.S Armed Forces	2019	2016	2015	2019	2020	2018	2016	2019	2018	2021	2018	2015	2020	2014	2020	2018	2013	2019	2014	2020	2021	2009	
Yes																							
No			X			X	X				X	X	X	X					X	X	X		X

Geographic Area of residency - Hillsborough County	2019	2016	2015	2019	2020	2018	2016	2019	2018	2021	2018	2015	2020	2014	2020	2018	2013	2019	2014	2020	2021	2009	
North						X	X				X												
South													X	X						X			
East											X												
West																	X						
Central</																							

GENDER

- Female
- Male
- Transgender
- Non-binary
- Other

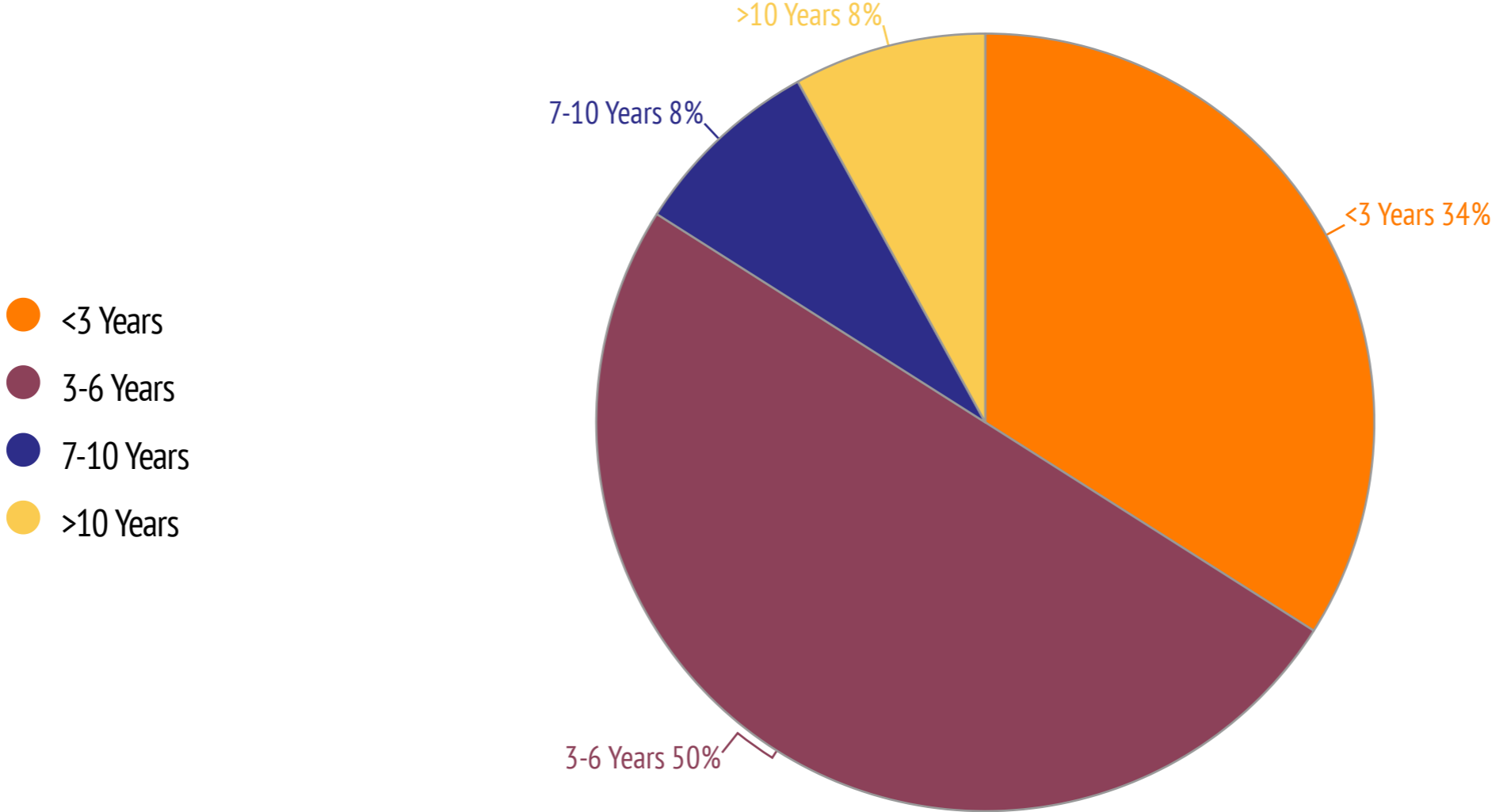


RACE/ETHNICITY



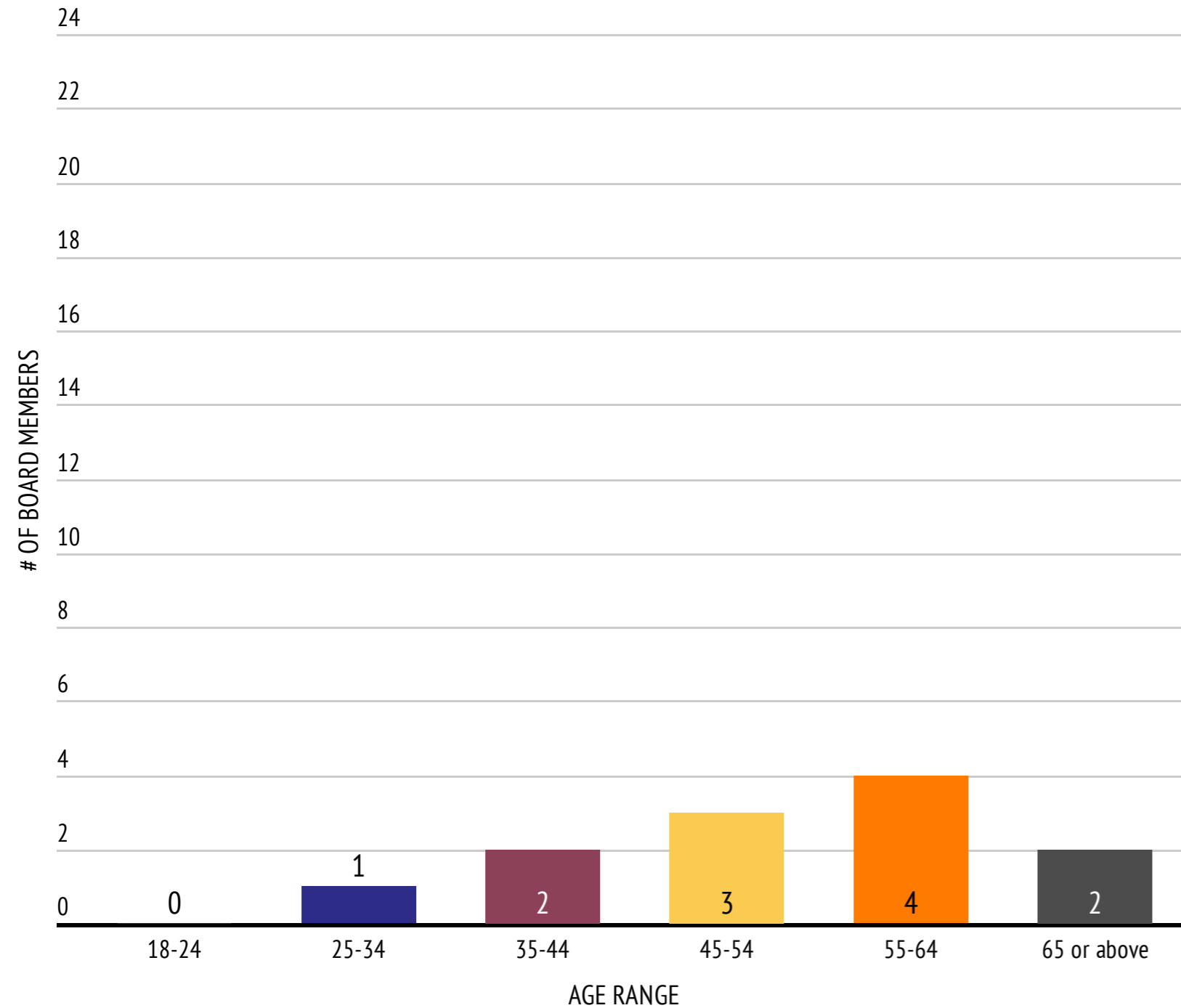
- Native American, American Indian, or Alaska Native
- Asian or Asian American
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White or Caucasian
- Hispanic, Latino or Spanish
- Other

TENURE



* S. Robinson indicates full tenure for Legislative & Private Sector terms

AGE



GEOGRAPHIC AREA

GEOGRAPHIC AREA OF RESIDENCY	# of Board Members
Central Hillsborough	1
East Hillsborough	1
North Hillsborough	3
South Hillsborough	3
West Hillsborough	1
Does not reside in Hillsborough County	3

STRENGTHS

Integrating Learning, Generalizing to New Situations

Organizational Learning

Mission, Vision & Values

Strategic Thinking

Scanning for New Information

Accountability

Accurate reporting, transparency

Visionary

Using Data, Problem-Solving