



# ELCHC Executive Committee Meeting

Monday, August 16, 2021 at 3:00 pm

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

Zoom Meeting

<https://us06web.zoom.us/j/95453957639?pwd=cnBkRWFwUES3WTFjZW80K3FRdkNLQT09>

Meeting ID: 954 5395 7639

Passcode: 220637



## **ELCHC Executive Committee Meeting**

**Monday, August 16, 2021**

### **I. CALL TO ORDER**

**A. Patel**

A. Roll Call/Quorum Verification

B. Approval of Minutes for June 14, 2021 Executive Committee 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**

A. August 23, 2021 Draft Board of Director's Meeting Agenda - 5

**A. Patel**

### **IV. COMMITTEE REPORTS**

A. Governance Committee Report - 8

**S. Robinson**

### **V. CEO Report**

**G. Gillette**

### **VI. DISCUSSION ITEMS**

### **VII. ADJOURNMENT**



Monday, June 14, 2021, at 3:00 pm  
Zoom Meeting

**MEETING ATTENDANCE**

**Facilitator:** Aakash Patel, Chair

**Committee Members Present:**

Dr. Daphne Fudge\*, Aakash Patel\*, Dr. Shawn Robinson\*, Dr. Stephie Holmquist Johnson\*

**Committee Members Absent:**

Luke Buzard

**ELCHC Staff:**

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

**Other Attendees:**

Tonia Williams\*

*\*Indicates attendance by Zoom Meeting platform.*

**CALL TO ORDER**

**Quorum Verification**

Noting a quorum was present, Chair Aakash Patel called the meeting to order at 3:01 pm.

**Approval of April 12, 2021, Executive Committee Meeting Minutes**

***Dr. Shawn Robinson made a motion to approve April 12, 2021, Executive Committee Meeting Minutes. Dr. Stephie Holmquist Johnson made a second. The motion carried unanimously.***

**PUBLIC COMMENT**

There was no Public Comment.

**ACTION ITEMS**

**A. June 21, 2021, Draft Board of Directors Meeting Agenda**

***Dr. Shawn Robinson made a motion to approve the June 21, 2021, draft Board of Directors Meeting Agenda. Dr. Stephie Holmquist Johnson made a second. The motion carried unanimously.***

**B. FY 2021-2022 Executive Committee/Board Meeting Schedule**

***Dr. Shawn Robinson made a motion to approve the FY 2021-2022 Executive Committee/Board Meeting Schedule. Dr. Stephie Holmquist Johnson made a second. The motion carried unanimously.***



## COMMITTEE REPORTS

### Governance Committee

Dr. Shawn Robinson reported that during the Governance Committee meeting on June 14, 2021, the Committee reviewed and discussed the following items:

- FY 2021-2022 Governance Committee meeting schedule
- Election of Board Officers
- Legislative update on House Bill 419
- Board of Directors Annual Forms
- Board of Directors Diversity Matrix

### Finance Committee

Gary Meyer, Chief Financial Officer, stated that the Finance Committee met on June 7, 2021, and voted to approve the following items to go to the full Board for approval:

- FY 2021-2022 Proposed Budget
- Allocation of funds to the INCENTIVE\$ Program
- Allocation of funds for the Interstate Corporate Center lease expansion
- Allocation of funds to the School Board of Hillsborough County – Early Intervention & Evaluation Services

## CEO REPORT

### A. Chief Information Officer

Mr. Gillette introduced Rick Rampersad to the Committee. Mr. Rampersad will serve as the Chief Information Officer for the Coalition. Mr. Rampersad will oversee Management Information System(MIS), Process Improvement, and Facilities.

### B. Legislative Update - House Bill 419

Effective July 1, 2021, the provision of House Bill 419 would be implemented.

## DISCUSSION ITEMS

There were no Discussion Items.

## ADJOURNMENT

***Dr. Stephie Holmquist Johnson made a motion to adjourn the meeting at 3:18 pm. Dr. Shawn Robinson made a second. The motion carried unanimously.***

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

## ELCHC EXECUTIVE COMMITTEE MEETING – August 16, 2021

### ACTION ITEM

III.A.

**ISSUE:** August 23, 2021, Draft Board of Director's Meeting Agenda

**RECOMMENDED ACTION:** Approval of the August 23, 2021, Draft Board of Director's Meeting Agenda.

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**NARRATIVE:**

The attached document is the draft meeting agenda for the August 23, 2021, Board of Director's meeting.

(1 Attachment)



## ELCHC Board of Director's Meeting Agenda

Monday, August 23, 2021

### I. WELCOME & INTRODUCTIONS

A. Patel

- A. Roll call/Quorum
- B. Pledge of Allegiance

### 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. CHAIRMAN'S REPORT

A. Patel

- A. Mission Moment

### IV. CONSENT AGENDA

*The "consent agenda" is a single agenda item typically addressed first after convening the board meeting and establishing that a quorum is present. The consent agenda encompasses all the routine, pro forma and noncontroversial items that the Board needs to vote on.*

- A. August 23, 2021 Board of Directors Meeting Agenda
- B. June 21, 2021 Board of Directors Regular Meeting Minutes
- C. June 21, 2021 Budget & Facilities Overview Meeting Minutes
- D. July 15, 2021 Provider Review Hearing (Great Hope Preschool - Lake Magdalene vs. ELCHC) Minutes

### V. ACTION ITEMS

- A. Execute School Readiness Funding Match Contract with Children's Board of Hillsborough County G. Gillette
- B. Execute contract with Hillsborough County Board of County Commissioners G. Gillette
- C. Execute Community Development Block Grant (CDBG) contract with City of Tampa G. Gillette

### VI. COMMITTEE REPORTS

- A. Governance Committee S. Robinson
- B. Finance Committee L. Buzard
- C. Executive Committee A. Patel

### VII. FINANCIAL REPORT

G. Meyer

- A. Actuals through May 31, 2021 and Full Year Forecast including updates through June 30, 2021

## **VIII. CEO REPORT**

G. Gillette

## **IX. DISCUSSION ITEMS**

## **X. PUBLIC COMMENT II**

*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.*

## **XI. INFORMATION ITEMS**

## **XII. ADJOURNMENT**

DRAFT

## ELCHC EXECUTIVE COMMITTEE MEETING – August 16, 2021

### COMMITTEE REPORTS

### ITEM IV. A.

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**ISSUE:** **Governance Committee Report**

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**NARRATIVE:** The Governance Committee met on August 2, 2021, to review and discuss:

- Legal Services RFP Committee
- FY 20-21 DEL Accountability Monitoring
- Gubernatorial Appointments (attached)
- Board of Directors Annual Forms
- Board of Directors Diversity Matrix/Board Terms

(1 Attachment)



**ISSUE:** **Governance Committee Report**  
**Gubernatorial Applications**

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**NARRATIVE:**

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

<b>Gubernatorial Applicants</b>
Aakash Patel – Applied for Seat 1 (Chair)
Amy McGuire – Applied for Seat 1 (Chair)
Sandra Murman – Applied for Seat 1 (Chair)
Dipa Shah – Applied for Seat 1 (Chair)
Roshaun Gendrett
Luke Buzard
Kim Thresher
Kathleen McQuarrie
Brandy Williams
Sabrina Darville
Clarice Shillingford
Deborah Lundberg
Craig Minsky
Joy Smith McCormick

## 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 <a href="mailto:Aakash@elevate-inc.com">Aakash@elevate-inc.com</a> Assistant: Julie Connolly (813) 412-2620 <a href="mailto:Julie@elevate-inc.com">Julie@elevate-inc.com</a>	<b>Elevate, Inc.</b> President	N/A	Appointed 06.23.14  Reappointed 8.30.18	1 <sup>st</sup> term 04.30.2017 (3 years)  2 <sup>nd</sup> 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 <a href="mailto:labuzard@tecoenergy.com">labuzard@tecoenergy.com</a> Assistant: Camille Ovaitte <a href="mailto:CMOvaitte@tecoenergy.com">CMOvaitte@tecoenergy.com</a> 813-228-4173	<b>TECO Peoples Gas</b> 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

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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 <a href="mailto:Beth.pasek@myflfamilies.com">Beth.pasek@myflfamilies.com</a>	<b>Department of Children and Families</b> 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 <a href="mailto:tbrown@sdhc.us">tbrown@sdhc.us</a> Administrative Secretary: Teresa Wilkinson <a href="mailto:Teresa.Wilkinson@sdhc.k12.fl.us">Teresa.Wilkinson@sdhc.k12.fl.us</a>	<b>Hillsborough County Public Schools</b> 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 <a href="mailto:Flanaganj@careersourcetampabay.com">Flanaganj@careersourcetampabay.com</a>	<b>CareerSource Tampa Bay</b> 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 <a href="mailto:leslene.gordon@flhealth.gov">leslene.gordon@flhealth.gov</a>	<b>Hillsborough County Health Department</b> Community Health Director	N/A	Legislative Began 11.13.18	N/A	N/A

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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 <a href="mailto:srios17@hccfl.edu">srios17@hccfl.edu</a>	<b>Hillsborough Community College</b> 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 <sup>nd</sup> Floor Tampa, FL 33602 <a href="mailto:myersg@hillsboroughcounty.org">myersg@hillsboroughcounty.org</a> Assistant: Wanda West P: (813) 272-5720 M: (813) 860-7075 <a href="mailto:westw@hillsboroughcounty.org">westw@hillsboroughcounty.org</a>	<b>District 3</b> 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 <sup>nd</sup> Street Tampa, FL 33605 (813) 272-5140 , Ext. 52711 Work <a href="mailto:jenkinsja@hillsboroughcounty.org">jenkinsja@hillsboroughcounty.org</a> Assistant: Belinda Elkins (813) 272-5140 , Ext. 52754 <a href="mailto:elkinsb@hillsboroughcounty.org">elkinsb@hillsboroughcounty.org</a>	<b>Hillsborough County Head Start/Early Head Start Department</b> 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 <a href="mailto:cynthchipp@yahoo.com">cynthchipp@yahoo.com</a>	<b>Cynthia Chipp Family Childcare</b> Owner	N/A	Began 11.18.19	4 Years 11.18.2023	1

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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 <a href="mailto:Amanda.jae@palmaceaumc.org">Amanda.jae@palmaceaumc.org</a>		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 <a href="mailto:lisefox@usf.edu">lisefox@usf.edu</a>	<b>USF Florida Center for Inclusive Communities-Dept. of Child &amp; Family Studies-College of Behavioral &amp; Community Studies</b> 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 <a href="mailto:parrisk@childrensboard.org">parrisk@childrensboard.org</a> Executive Secretary: Kristina Austin (813) 204-1705 <a href="mailto:austink@childrensboard.org">austink@childrensboard.org</a>	<b>Children's Board of Hillsborough County</b> Executive Director	N/A	Legislative Began 07.2013	N/A	N/A

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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 <a href="mailto:harnessc@hillsboroughcounty.org">harnessc@hillsboroughcounty.org</a> Admin Assistant Aletta Keplinger-Rodriguez	<b>Hillsborough County, Office of County Administrator</b> 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 <a href="mailto:Lee.Bowers@WellCare.com">Lee.Bowers@WellCare.com</a>	<b>Sunshine Health</b> 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 <a href="mailto:Dianne.jacob@pnc.com">Dianne.jacob@pnc.com</a>	<b>PNC Bank</b> Senior Vice President and Director Client and Community Relations	N/A	Began 04.13.15	4 Years 04.15.19  2 <sup>nd</sup> 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	<b>Your1resource Training</b>	N/A	06.13.16	4 years 06.13.20	2

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		percentage or multi-county representation	(813) 340-5382 Work (813) 644-4505 Fax (813) 482-4838 Cell <a href="mailto:Your1resource@yahoo.com">Your1resource@yahoo.com</a>	Executive Director of Training			2 <sup>nd</sup> 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 <a href="mailto:stephie@hecedu.com">stephie@hecedu.com</a>	<b>Holmquist Educational Consultants, Inc.</b> 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 <a href="mailto:Candy.olson@gmail.com">Candy.olson@gmail.com</a>	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 <a href="mailto:shrobinson@hccfl.edu">shrobinson@hccfl.edu</a>	<b>Law Office of Shawn H. Robinson. Esq.</b>	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 <a href="mailto:agiery@strategosgroup.com">agiery@strategosgroup.com</a>	<b>Strategos Group</b> Managing Partner	N/A	9.16.19	4 years 9.16.2023	

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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 <a href="mailto:dportillo@casperscompany.com">dportillo@casperscompany.com</a>	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