



BOARD OF DIRECTORS MEETING APPROVED MINUTES

Monday, August 23, 2021, at 3:00 pm
6302 E. Dr. Martin Luther King Jr. Blvd. Suite 100
Tampa, Florida 33619
Hybrid Meeting

MEETING ATTENDANCE

Facilitator: Aakash Patel, Chair

Board Members Present:

Candy Olson*, Cynthia Chipp*, Dianne Jacob*, Dr. Daphne Fudge*, Commissioner Gwen Myers*, Carl Harness*, Dr. Jacquelyn Jenkins*, Dr. Leslene Gordon*, Dr. Lise Fox*, Luke Buzard*, Aakash Patel, Sheila Rios*, Kelley Parris*, Dustin Portillo*, Amanda Jae*, Dr. Stephie Holmquist Johnson, Adam Giery*, Lee Bowers* and Dr. Shawn Robinson

Board Members Absent:

Tracye Brown, Beth Pasek, and John Flanagan

ELCHC Staff:

Lorinda Gamson*, Gordon Gillette, Megan Folts, Alison Fraga, Gary Meyer, Rick Rampersad, Kelley Minney, Kiyana Scott, Abigail Perez, Helen Sovich, Nancy Metsker*, Tiffany Skals*, and Tracey Knight*

Other Attendees:

Tonia Williams*, Heidi Honea*, Jenna Mullen*, Jennifer Biles*, Kristina Reyes*, Terri Fernandez*, Amy McLane*, Amanda Flowers*, Angela Chowning*, Amber Dunne*, Marie Hammond*, and Dr. Demetria Waddell*

**Indicates attendance via Zoom meeting platform.*

CALL TO ORDER

Quorum Verification

Noting a quorum had been established, Chair Patel called the meeting to order at 3:09 pm.

The Board and those in attendance recited the Pledge of Allegiance.

PUBLIC COMMENT

There was no Public Comment.

Chairman's Report

Chair Patel highlighted the following items in his chairman's report:

- Gubernatorial Applications
- Reminded the Board of Directors to complete their FY 21-22 Annual Forms

Dr. Daphne Fudge provided a mission moment.



CONSENT AGENDA

The following items were included under the Consent Agenda:

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

Chair Patel called for a motion to approve the Consent Agenda. Dr. Stephie Holmquist Johnson made a motion to approve the Consent Agenda. Dr. Shawn Robinson made a second. The motion carried unanimously.

ACTION ITEMS

A. Execute School Readiness Funding Match Contract with Children’s Board of Hillsborough County (CBHC)

Mr. Gordon Gillette requested full Board approval of executing the contract with CBHC. The CBHC School Readiness Match contract supports childcare to serve low-to-moderate income working families.

Chair Patel called for a motion to authorize staff to execute a contract with the Children’s Board of Hillsborough County in the amount of up to \$775,770. Dr. Shawn Robinson made a motion. Dustin Portillo made a second. The motion carried unanimously. Kelley Parris abstained due to a conflict of interest.

B. Execute Contract with Hillsborough County Board of County Commissioners (BOCC)

Mr. Gillette requested full Board approval to execute the renewal contract with BOCC.

Chair Patel called for a motion to authorize staff to enter into a contract with Hillsborough County BOCC in the amount of up to \$276,000. Dr. Shawn Robinson made a motion. Candy Olson made a second. The motion carried unanimously. Gwen Myers abstained due to a conflict of interest.

C. Execute Community Development Block Grant (CDBG) contract with City of Tampa

Mr. Gillette requested full Board approval to execute a contract with the City of Tampa. The funds will be used to benefit low-to-moderate income families.

Chair Patel called for a motion to authorize staff to enter into a contract with the City of Tampa in the amount of up to \$100,000. Dr. Stephie Holmquist Johnson made a motion. Candy Olson made a second. The motion carried unanimously.

D. Approve allocation of funds to Discount Office Furniture

Gary Meyer, Chief Financial Officer, reported that the allocation of \$140,000 will be used to purchase infant and toddler materials and furnishing, servicing up to 12 School Readiness Program centers and Family Child Care Homes.

Chair Patel called for a motion to approve the allocation of funds in the amount of up to \$140,000 to Discount Officer Furniture. Dr. Shawn Robinson made a motion. Dr. Lise Fox made a second. The motion carried unanimously.

COMMITTEE REPORTS

Governance Committee

Dr. Shawn Robinson reported that the Governance Committee met on August 2, 2021, to review and discuss the following items:

- Legal Services Request for Proposal Committee
- FY 20-21 Division of Early Learning Accountability Monitoring
- Gubernatorial Appointments
- Board of Directors Annual Forms
- Board of Directors Diversity Matrix and Board Terms

Finance Committee

Luke Buzard reported that the Finance Committee met on August 23, 2021, to review and discuss the following items:

- Financial Statements
- FY 21 Balanced Scorecard results
- Request for proposal – Research & Evaluation Company updates
- Facilities Updates

Executive Committee

Chair Patel reported that the Executive Committee met on August 16, 2021, to review and discuss the following items:

- Committee Reports
- CEO Report

FINANCE REPORT

Gary Meyer, Chief Financial Officer, reviewed the financial statements updates through May 31, 2021, and full-year forecast, including updates through June 30, 2021.

CEO REPORT

Revised FY 21-22 CEO Strategic Objectives

Mr. Gillette informed the Board that the FY 21-22 CEO Strategic Objectives were revised to align with the Coalition's Access, Education, and Quality pillars.

Candy Olson requested to include quantifiable measurements to the CEO Strategic Objectives.

COVID-19 Impact on Childcare and Funding

Mr. Gillette reported three hundred and thirty-five (335) positive cases of COVID-19 in childcare provider sites in August. Fifty-three (53) childcare provider sites were closed due to COVID-19.

Division of Early Learning Leadership Updates

Mr. Gillette reported that DEL announced former Department of Education General Counsel Matt Mears as the Chancellor of DEL.

Division of Early Learning Accountability Monitoring

Mr. Gillette reported on the FY 21-22 Accountability Monitoring conducted by the Division of Early Learning (DEL). The accountability monitoring is a full desk review of activities and transactions performed by the ELCHC. As part of the monitoring, a childcare provider survey was released. Mr. Gillette informed the Board that the Coalition received a 91% favorable to somewhat favorable customer service level.

There was further discussion on the provider survey.

CLASS Observations

Mr. Gillette reported that the Coalition completed five hundred and eighty-five (585) CLASS Observations in FY 20-21.

Professional Development

Mr. Gillette provided an update on the new hire stipends and INCENTIVE\$.

Hillsborough Early Learning Network Partnership

Mr. Gillette provided an update on the partnership with the University of Florida Lastinger Center for Learning.

3-5 Initiative

Mr. Gillette provided an update on the 3-5 Initiative.

Early Childhood Task Force

Mr. Gillette announced that the Coalition, in partnership with the Hillsborough County Public Schools, will focus on increasing early childhood education in public schools.

Ransomware Attack

Mr. Gillette reported that on July 30, 2021, the Coalition informed the full Board of Directors of technology challenges that started on July 29, 2021. After further investigation, it was identified that a ransomware attack had occurred. The MIP Fund Accounting System was affected; the system is used to pay childcare providers. Mr. Gillette noted that the Coalition is working with the Federal Bureau of Investigation (FBI), legal counsel, MIP, and Roebuck. Mr. Gillette stated that there were no delays in payment to childcare providers.

Mr. Gillette stated that on August 26, 2021, an official press release addressing the ransomware attack would be made public. The Coalition will formally disclose the information to any affected parties (excluding families- as no family data was impacted).

There was further discussion on the Coalition's communication efforts to affected parties.

DISCUSSION ITEMS

Alison Fraga, Chief Development Officer, informed the Board of the upcoming 2nd Annual Family Holiday Event – Trains, Toys & Tidings that will take place on December 4, 2021, at the Coalition's

central office location. In addition, Mrs. Fraga announced two sponsors as of August 23, 2021, Publix Charites, and Florida Blue.

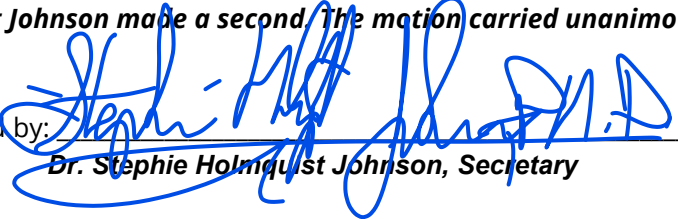
PUBLIC COMMENT II

Heidi Honea made a public comment regarding the termination of Great Hope Preschool – Lake Magdalene’s Voluntary Pre-Kindergarten contract.

Dr. Demetria Waddell made a public comment regarding the Division of Early Learning’s provider survey and the ransomware communication efforts.

ADJOURNMENT

Citing no further business, Dr. Shawn Robinson made a motion to adjourn the meeting at 4:17 pm. Dr. Stephe Holmquist Johnson made a second. The motion carried unanimously.

Read and approved by:  10/20/2021
Dr. Stephe Holmquist Johnson, Secretary *Date*