



EXECUTIVE COMMITTEE APPROVED MINUTES

Monday, February 14, 2022, at 3:00 pm
6302 E. Martin Luther King, Jr. Blvd., Suite 100
Tampa, FL 33619

MEETING ATTENDANCE

Facilitator: Aakash Patel, Chair

Committee Members Present:

Dr. Daphne Fudge*, Aakash Patel*, Luke Buzard*, Dr. Shawn Robinson*, and Dr. Stephe Holmquist Johnson*

Committee Members Absent:

ELCHC Staff:

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

Other Attendees:

Tonia Williams*

**Indicates attendance by Zoom Meeting platform.*

CALL TO ORDER

Quorum Verification

Noting a quorum was present, Vice-Chair Dr. Shawn Robinson called the meeting to order at 3:05 pm.

Approval of October 11, 2021, Executive Committee Regular Meeting Minutes

Dr. Stephe Holmquist Johnson made a motion to approve the October 11, 2021, Executive Committee Regular Meeting Minutes. Luke Buzard made a second. The motion carried unanimously.

PUBLIC COMMENT

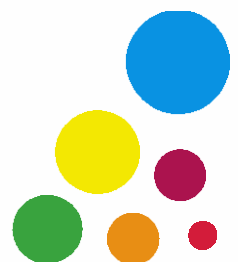
There was no Public Comment.

ACTION ITEMS

A. February 21, 2022, Draft Board of Directors Meeting Agenda

Mr. Gordon Gillette reviewed the February 21, 2022, Board of Directors meeting agenda, highlighting the following:

- The Nonprofit Leadership Center will give its final report on the Intercultural Development Inventory Assessments and Focus Groups.
- Early Learning Coalition of Hillsborough County (ELCHC) staff will present the ELCHC employee demographics.



Luke Buzard made a motion to approve the February 21, 2022, draft Board of Directors Meeting Agenda. Dr. Stephe Holmquist Johnson made a second. The motion carried unanimously.

COMMITTEE REPORTS

Governance Committee

Dr. Shawn Robinson reported that during the Governance Committee meeting on January 31, 2022, the Committee reviewed and discussed the following items:

- Legislative Update
- Gubernatorial Appointments
- Public Comment Process
- Public Notice Process
- Board Attendance Policy
- Diversity, Equity, and Inclusion Update
- Board Matrix

Dr. Robinson informed the Executive Committee that during Board meetings, members of the public would have access to make public comments. ELCHC staff will notify members of the public using the chat feature on the Zoom meeting platform with instructions on how to submit and make a public comment.

Dr. Robinson reported that there is regular attendance from Board members for the Board meetings, and if any member does not have regular attendance, the Board chair will work with that member on their attendance.

Finance Committee

Mr. Luke Buzard reported that during the Finance Committee meeting on February 7, 2022, the Committee reviewed and discussed the following items:

- Financials through December 31, 2021
- Approval of allocation of funds to Travelers Casualty and Surety Company of America Insurance
- Approval of allocation of funds for Family Engagement
- Facilities Update

There was further discussion on the process of soliciting requests for proposals (RFP). Alison Fraga, Chief Development Officer, explained the RFP process, highlighting the following:

- The RFP is posted on the ELCHC website and the Florida Vendor Bid System.
- After the proposals are received, each proposal is scored using a rubric.

After the Finance Committee Report, Dr. Shawn Robinson relinquished the Chair to Chair Aakash Patel.

Service Delivery & Efficiency Committee

Dr. Daphne Fudge reported that the Service Delivery & Efficiency Committee's next meeting is scheduled for February 15, 2022.

CEO REPORT

A. Nonprofit Leadership Center

Mr. Gillette reported the Nonprofit Leadership Center (NLC) was retained to work with the ELCHC on Diversity, Inclusion, and Equity. NLC would provide a report to the full Board at the February 21, 2022, Board meeting.

B. ELCHC Board Chair/Legislative Updates

Mr. Gillette reported that he contacted the Tampa Bay Chamber, Tampa Bay Economic Development Council, Nonprofit Leadership Center, and the Association of Early Learning Coalitions' lobbyists regarding ELCHC's open private-sector gubernatorial appointment seats and Chair position.

Mr. Gillette informed the Executive Committee that House Bill 419 indicates that the Commissioner of Education can appoint an interim chair from the membership of the Board of Directors if needed.

C. Hillsborough Day at the Capitol

Mr. Gillette informed the Executive Committee that he would not be attending Hillsborough Day at the Capitol on February 22, 2022.

DISCUSSION ITEMS

Splash into A Day of Preschool

Mrs. Fraga announced that the ELCHC would be hosting its 2nd Annual Fundraising event, Splash into A Day of Preschool, on May 12, 2022, at 11:30 am at Tampa River Center at Julian B. Lane Riverfront Park.

Board Engagement

Kelley Minney, Manager, Donor Relations, presented a new Board engagement opportunity for Board members to gather socially.

Metropolitan Ministries

Dr. Robinson announced that Metropolitan Ministries currently has supplies and additional items in their warehouses needing to be distributed. Dr. Robinson stated that he would connect with ELCHC staff on how best to distribute those items to families and child care providers.

ADJOURNMENT

Dr. Shawn Robinson made a motion to adjourn the meeting at 3:28 pm. Dr. Daphne Fudge made a second. The motion carried unanimously.

Read and approved by: Stephanie Holmquist Date: Apr 8, 2022
Dr. Stephe Holmquist Johnson, Secretary