



BOARD OF DIRECTORS MEETING APPROVED MINUTES

Monday, April 18, 2022, at 3:00 pm
Hybrid Meeting
6302 E. Martin Luther King Jr. Blvd., Suite 100
Tampa, FL 33619

MEETING ATTENDANCE

Facilitator: Aakash Patel, Chair

Board Members Present:

Candy Olson*, Cynthia Chipp*, Dr. Daphne Fudge*, Commissioner Gwen Myers*, Dr. Jacquelyn Jenkins*, Luke Buzard*, Aakash Patel*, Kelley Parris*, Amanda Jae*, Dr. Stephe Holmquist Johnson*, Adam Giery*, Allison Nguyen*, Dustin Portillo, Beth Pasek* Dr. Jodi Marshall*, Sheila Rios*, Dr. Shawn Robinson, Tracey Brown*, and Michelle Zieziula*

Board Members Absent:

Dr. Lise Fox, Lee Bowers, Carl Harness, and Dianne Jacob

ELCHC Staff:

Gordon Gillette, Megan Folts, Alison Fraga, Gary Meyer*, Rick Rampersad, Kelley Minney, Kiyana Scott, Abigail Perez, Stacey Francois, Yarima Hernandez Tamayo*, Helen Sovich*, Hannah Goble, Jessica Salgado, Erica Turchin, Brody Waddell, Sharon Hayes*, and Tracy Knight

Other Attendees:

Frazier Carraway, Genet Stewart*, Tonia Williams*, Danielle Flowers*, Annette Eberhart*, Tonja Battle*, Matt Mears*, Sarah Ashe, Willie R. Coachman, Angela Chowning*, Tamara Shamburger*, Marni Fuente*

**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 3:05 pm.

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

PUBLIC COMMENT I

There was no Public Comment.

Chairman's Report

A. Mission Moment

Commissioner Gwyn Myers gave a mission moment.

B. Special Guest Speaker – Chancellor Matthew Mears

Chair Patel introduced the Division of Early Learning (DEL), Chancellor Matt Mears. Chancellor Mears spoke on early childhood education and Classroom Assessment Scoring System (CLASS).



C. Board Member Bios and Headshots

Chair Patel informed the Board of Directors to submit their bios and headshots to the ELCHC staff.

D. Special Thank You

Chair Patel recognized Dr. Shawn Robinson for the donations of diapers and formula to the ELCHC from Metropolitan Ministries. Chair Patel reported that fifteen (15) providers participating in the Hillsborough Infant Toddler Initiative received eleven (11) cans of formula and several packs of diapers.

E. CEO Performance Appraisal Forms

Chair Patel reminded members to submit their CEO Performance Appraisal forms by April 22, 2022.

CONSENT AGENDA

The following items were included under the Consent Agenda:

- A. April 18, 2022 Board of Directors Meeting Agenda
- B. February 21, 2022 Board of Directors Regular Meeting Minutes
- C. FY 2022-2023 Executive Committee/Board of Directors Meeting Schedule
- D. February 21, 2022, Service Delivery & Efficiency Committee Regular Meeting Minutes

Dr. Stephe Holmquist Johnson made a motion to approve. Dr. Shawn Robinson made a second. The motion carried unanimously.

Board members discussed adding the special meeting date of May 2, 2022, to the Board of Directors meeting agenda in the "upcoming meetings" section.

ACTION ITEMS

A. Approval of Governance Related Legal Services

Dr. Robinson reported that the Governance Committee along with the CEO met on March 28, 2022, to review and score the submitted proposals for the Governance Related Legal Services. Dr. Robinson noted that Saxon Gilmore Carraway received a total score of 88.40.

Dr. Shawn Robinson, reporting on behalf of the Governance Committee, moved to approve the recommendation to contract with Saxon Gilmore Carraway for Governance Related Legal Services. Candy Olson made a second. The motion carried unanimously.

B. Approval of Audited Financial Statements – Years Ended June 30, 2021 and 2020

Luke Buzard reported that on April 4, 2022, the Finance Committee met to review the overall summary of the audited financials that were presented by Jeff Goolsby, Shareholder, MSL, P.A., and noted that MSL reported no findings (clean opinion).

Luke Buzard, reporting on behalf of the Finance Committee made a motion to approve the Audited Financial Statements – Years Ended June 30, 2021 and 2020. Adam Giery made a second. The motion carried unanimously.

C. Approval of FY 2022-2023 Sliding Fee Schedule

Mr. Gillette reported that each year, the Board of Directors approves the Sliding Fee Schedule. Hannah Goble, Director, Family Services, reported that the Sliding Fee Schedule does not include any notable changes from FY 2021-2022. Ms. Goble reported that in FY 2022-2023, the ELCHC will waive co-payment fees for foster care families.

Candy Olson made a motion to approve. Dr. Stephe Holmquist Johnson made a second. The motion carried unanimously.

COMMITTEE REPORTS

Governance Committee

Dr. Shawn Robinson informed the Board of Directors that the Governance Committee met on March 28, 2022, to review and discuss the following items:

- FY 2022-2023 Governance Committee Meeting Schedule
- Governance Related Legal Services Proposals
- Performance Standards & CEO/ED Performance Evaluations

Dr. Robinson reminded the Board of Directors to complete their CEO Performance Evaluations before the deadline.

Finance Committee

Mr. Buzard reported that the Finance Committee reviewed the audited financial statements during the last Committee meeting. Mr. Buzard reported on adjusting the timing of the approval of the audited financial statements and having the auditor attend the Board of Directors meetings.

Mr. Buzard also reported that the Finance Committee reviewed the financials through February 28, 2022, budget to actual.

Executive Committee

Chair Patel reported that the Executive Committee met on April 11, 2022, to review and discuss the following items:

- Committee Reports
- CEO Report
- Splash into A Day of Preschool
- Teacher's Night Out
- In Person Meetings
- Gubernatorial Appointments

Service Delivery and Efficiency Committee

Dr. Daphne Fudge reported that the Service Delivery and Efficiency Committee will review policies regarding provider terminations.

Mr. Gillette provided an update on an upcoming provider review hearing. Highlighting the following:

- A provider received two (2) CLASS 1 Violations involving child abuse that resulted in a recommendation from the Early Learning Coalition of Hillsborough (ELCHC) staff to

terminate the provider. The Provider Review Hearing Committee decided to shorten the length of the termination.

- The provider recently received a third CLASS 1 Violation and per policies approved by the Service Delivery and Efficiency Committee, three or more CLASS 1 Violations can result in termination.

CEO REPORT

A. American Rescue Plan Act (ARPA) Stabilization Plan

Mr. Gillette provided an update on ARPA funding, highlighting the following:

- 131 child care providers have received ARPA funds.
- ELCHC distributed \$3.1M in APRA grants.
- 550 child care providers have applied for the ARPA grants.
- The largest awarded grant to a child care provider was \$134,000 due to the provider's enrollment. Mr. Gillette noted that funding is based on actual child enrollments as opposed to the provider's licensed capacity.

B. Workforce Grant

Mr. Gillette reported that the ELCHC received a workforce grant totaling \$3.5M. Mr. Gillette reported that the use of the funds will support INCENTIVE\$/T.E.A.C.H programs and provide financial training for owners of child care centers.

C. ELCHC Updates

Mr. Gillette reported that the ELCHC has spent time listening to child care providers on the challenges that they are facing. Mr. Gillette informed the Board of Directors that the ELCHC has met with the Chair of Quality Early Education System (QEES) to discuss major early childhood teacher shortages, behavioral challenges, and solutions to help support child care providers.

Mr. Gillette reported on CLASS, highlighting the following:

- ELCHC continues to inform child care providers of the importance of the CLASS tool.
- 31 child care providers are below a CLASS score of 4.00.
- 43.4% improvement for Instructional Support Services for CLASS scores in Hillsborough County.

Mr. Gillette reported that the ELCHC received an additional \$14M to clear the School Readiness waitlist. Due to the significant School Readiness funding, Mr. Gillette reported that the ELCHC deobligated \$7M and will commit \$2.2M to reallocate these funds to other coalitions that need additional funding.

Mr. Gillette provided a brief overview of the upcoming proposed budget format.

Mr. Gillette informed the Board of Directors of an upcoming rulemaking regarding new governance practices from the DEL.

There was further discussion on what the ELCHC is doing to attract more teachers in the Early Childhood Education field.

D. Kindergarten Readiness Initiative

Mr. Gillette reported on a new initiative in partnership with Hillsborough County Public Schools and Hillsborough Education Foundation that will help support the improvement of kindergarten readiness rates.

FINANCIAL REPORT

Gary Meyer, Chief Financial Officer, reported that the ELCHC had given formal notice to DEL regarding the deobligation of \$7M, noting that DEL asked ELCHC to commit \$2.2M to reallocate these funds to other coalitions needing additional funding.

Mr. Meyer reviewed the financials through February 28, 2022, Budget to Actual.

DISCUSSION ITEMS

A. Splash into A Day of Preschool

Alison Fraga, Chief Development Officer, informed the Board of Directors of the 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.

B. ReCharge at Teacher's Night Out & Early Learning Conference

Stacey Francois, Director, Program Initiatives and Analysis, informed the Board of Directors of the upcoming Teacher's Night event on May 6, 2022, at Tabella's at Delaney Creek.

C. In-person Board Meetings

The Board of Directors engaged in discussion on holding in person Board meetings starting with the annual meeting in June. Board Attorney, Frazier Carraway, reported that per Florida Statue 1002.83 the ELCHC Board of Directors has an exemption to meet virtually.

D. Governance Committee

Board member Dr. Daphne Fudge addressed concerns regarding the structure of the Governance Committee. Dr. Fudge stated that she would like to see more items and information filtered from the Governance Committee to the full Board. Chair Patel informed the Board of Directors that committee reassignments would take place at the annual Board meeting and that an email would be sent to the full Board to see what committees each Board member would like to serve on.

PUBLIC COMMENT II

Tamara Shamburger, President of the Black Child Development Institute of Greater Tampa Bay, made a public comment regarding a hygiene supply drive hosted by the BCDI.

ADJOURNMENT

Citing no further business, Dr. Stephie Holmquist Johnson made a motion to adjourn the meeting at 4:18 pm. Candy Olson made a second. The motion carried unanimously.

Read and approved by: Stephanie Holmquist Johnson, Ph.D. Jun 27, 2022
Stephanie Holmquist Johnson, Ph.D. (Jun 27, 2022 16:11 EDT)

Dr. Stephie Holmquist Johnson, Secretary

Date