



BUDGET WORKSHOP APPROVED MINUTES

Monday, June 6, 2022, at 2:00 pm
Hybrid Meeting
6302 E. Martin Luther King Jr. Blvd., Suite 100
Tampa, FL 33619

MEETING ATTENDANCE

Facilitator: Luke Buzard, Finance Committee Chair

Board Members Present:

Luke Buzard*, Dr. Daphne Fudge*, Adam Giery*, Carl Harness*, Dr. Stephe Holmquist Johnson, Dianne Jacob*, Amanda Jae*, Jodi Marshall*, Commissioner Gwen Myers*, Kelley Parris*, Beth Pasek*, Aakash Patel*, Sheila Rios*, and Dr. Shawn Robinson.

Board Members Absent:

Lee Bowers, Tracye Brown, Cynthia Chipp, Dr. Lise Fox, Jacquelyn Jenkins, Allison Nguyen, Dustin Portillo.

ELCHC Staff:

Alison Fraga, Megan Folts, Stacey Francois, Gordon Gillette, Hannah Goble, Gary Meyer, Kelley Minney, Rick Rampersad, Kevin Smith, Helen Sovich, Erica Turchin*

Other Attendees:

Frazier Carraway and Tonia Williams*

**Indicates attendance via Zoom meeting platform.*

CALL TO ORDER

The Budget Workshop was called to order at 2:05 pm. There was a quorum present.

PUBLIC COMMENT I

There was no Public Comment.

FY 2022-2023 Proposed Budget

Gary Meyer, Chief Financial Officer, presented the FY 2022-2023 proposed budget, which included an Enterprise Risk Assessment. Mr. Meyer highlighted the following items in his report.

1. Enterprise Risk Assessment
 - a. Mr. Meyer reviewed the heat map which reflected scores for four enterprise risks that were based on two attributes- likelihood and impact.
 - i. Provider staffing and capacity crisis scored the highest risk from likelihood and impact. Child care providers are suffering from challenges in the workforce in retaining and recruiting teachers. Mr. Meyer shared an email communication that was sent to providers about American Rescue Plan Act



- (ARPA) and Workforce funding opportunities to help providers recruit, upskill, and retain staff.
- ii. Department of Education Division of Early Learning's new compliance requirements, including Voluntary Prekindergarten (VPK), is a high risk with medium impact.
 - iii. Data security is medium likelihood and impact.
 - iv. ARPA grant compliance and customer satisfaction survey are medium likelihood but low impact.

Mr. Meyer stated that the Coalition received the first round of ARPA funding of \$48.5 M and expected an equivalent amount for the second round in September.

2. **Budget Mapped to three Pillars of Strategy**

Mr. Meyer gave an overview of the budget and how the budget mapped to the three pillars of our strategy-Access, Quality, and Education.

Mr. Meyer noted that the line item "Other" under Quality includes \$2M for quality performance bonuses for providers that achieve a class score of 4.5 and above, staff time, kindergarten readiness initiative, and other quality activities.

The Committee requested that Mr. Meyer consider including sources and spending within the three columns of Access, Quality, and Education.

The Committee asked what the mitigation plan was to remedy some of the greatest threats and was interested in understanding the enterprise risk question related to the budget.

3. **Environmental Scans**

Mr. Meyer stated that each department (Executive, Provider Relations, Family Services, Program Initiative and Analysis, Resource Development and Community Relations, Information Systems, Human Resources, and Finance) performed environmental scans, including assessing the risks and opportunities. Staff provided an overview of their department's environmental scans, highlighting the following items.

- a. **Executive** – Gordon Gillette, Chief Executive Officer, highlighted the kickoff of the new Kindergarten Readiness Initiative. In collaboration with Hillsborough County Public Schools and Hillsborough Education Foundation, the initiative will focus on improving kindergarten readiness scores in Hillsborough County. Mr. Gillette noted that less than 50% of children in Hillsborough County were ready for kindergarten post-pandemic.
- b. **Provider Relations**- Megan Folts, Director, Provider Relations, reported about new HB 419 requirements for the Voluntary Prekindergarten program. New Director and teacher requirements will be challenging for the workforce. Ms. Folts added that her department estimated 600 more class observations per year due to new VPK requirements in addition to School Readiness Class observations. Mr. Gillette mentioned that the VPK base student allotment increased from \$2500 to \$2800, and for programs paying greater than \$15 an hour for teachers and assistants, the base student allotment will increase to \$3400 a year.

Mr. Meyer gave an example of connecting risk to the mitigation plan to the budget by noting stipend opportunities for teachers to complete training.

Committee member Adam Giery stated that it would be helpful to show the budget with the organizational risks, the independent leader within the organization, and the steps taken to address the risks.

- c. **Family Services-** Hannah Goble, Director, Family Services, reported that additional funding has increased opportunities for reducing the waitlist. Currently, 12,363 children are enrolled in the School Readiness (SR) program. Ms. Goble stated that an increase in the number of children served impacts the volume of work for the team, such as screening and assessment. There has been a rise in the need for behavioral supports for children in the SR program. The Coalition receives seven requests for behavioral supports per day. Ms. Goble also noted the balance of increasing the number of SR children served while maintaining compliance with the 10-day rule per DEL of acting on eligibility.

Ms. Goble reported that the Coalition and Early Childhood Council would work together to eliminate access barriers in School Readiness by focusing on increasing classrooms for inclusion support, including offering certifications and endorsements for teachers in inclusive classrooms.

- d. **Program Initiatives and Analysis-** Stacey Francois, Director of Program Initiatives and Analysis, reported that the newly formed department would have a community focus- seeking community input from providers, families, and practitioners on how the Coalition can best address the community's needs. Ms. Francois noted that staff contacted 300 child care providers to remind them about ARPA funding opportunities. Ms. Francois added that the department would ensure that the Coalition continues developing and offering sustainable programming through new funding.
- e. **Resource Development and Community Relations-** Alison Fraga, Chief Development Officer, reported that the Resource Development and Community Relations team experienced growth in media outreach in FY 22 and gained momentum in accumulating analytics. In addition, maintaining the same level of outreach efforts would include developing videos in Spanish, paid media, display ads in social media, and traditional advertising (i.e., ads inside and outside buses), better quality video to engage families better, development of a new website, and crisis management training were considerations for the budget.
- f. **Information Systems-** Rick Rampersad, Chief Information Officer, reported that the biggest challenge is the complexity of external threats. Over the last year, the IT department has been transitioning to an overall strategic business partner, which means the team is looking at consolidating systems, standardizing processes, creating backup systems, and implementing various security measures. Another

challenge is data within the organization that is not used or easily accessible. The IT team is working to implement an analytic data component to help drive decision-making within the organization.

- g. Human Resources-** Helen Sovich, Manager, Human Resources, reported that as the organization grows, so does the obligation to retain, recruit and promote employees. The HR department requests funds to continue employee training opportunities, such as leadership training to develop new leaders within the organization and continue cybersecurity and non-harassment training during the first month of employment. In addition, offer employees, board members, and child care providers opportunities to participate in focus groups, assessments, and training on achieving equitable work environments. Mrs. Sovich added that another focus would be on the pay rate structure and pay groups to ensure that the Coalition's compensation package is competitive.
- h. Finance-** Mr. Gary Meyer, Chief Financial Officer, reported that one of his risks was ensuring that the departments had the resources they needed but still ensuring the Coalition met the required DEL administrative caps. Mr. Meyer noted the work to redevelop the Coalition plan, implement the new customer satisfaction survey, revamp the balanced scorecard, and ensure that all three elements align with financial reporting requirements.

Mr. Meyer gave an overview of the Budget narrative for School Readiness.

- School Readiness- Division of Early Learning used a new funding formula to determine the allocation for each county. Hillsborough's allocation for FY 23 is \$74.2 M. Mr. Meyer estimates serving 13,000 children with the School Readiness allocation.

ADJOURNMENT

Citing no further business, Dr. Shawn Robinson made a motion to adjourn the meeting. Dr. Stephe Holmquist Johnson 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. Stephe Holmquist Johnson, Secretary

Date