



# EARLY LEARNING

COALITION OF HILLSBOROUGH COUNTY

## EXECUTIVE COMMITTEE APPROVED MINUTES

Monday, June 13, 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

### Committee Members Present:

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

### Committee Members Absent:

Luke Buzard

### ELCHC Staff:

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

### Other Attendees:

Tonia Williams\*, Frazier Carraway

*\*Indicates attendance by Zoom Meeting platform.*

### CALL TO ORDER

#### Quorum Verification

Noting a quorum was present, Chair Patel called the meeting to order at 3:07 pm.

### Approval of April 11, 2022, Executive Committee Regular Meeting Minutes

*Dr. Shawn Robinson made a motion to approve the April 11, 2022, Executive Committee Regular Meeting Minutes. Dr. Stephe Holmquist Johnson made a second. The motion carried unanimously.*

### PUBLIC COMMENT

There was no Public Comment.

### ACTION ITEMS

#### A. Approval of June 20, 2022, Draft Board of Directors Meeting Agenda

*Dr. Stephe Holmquist Johnson made a motion to approve the June 20, 2022, Draft Board of Directors Meeting Agenda. Dr. Shawn Robinson made a second. The motion carried unanimously.*

### COMMITTEE REPORTS

#### Governance Committee

Dr. Shawn Robinson reported the Board Officers' nominations that were received, would be submitted to the full Board for approval during the June 20, 2022, Annual Board meeting. Dr.



Robinson informed the Committee, that the Governance Committee reviewed and discussed the following items:

- ELCHC Senior Leadership Update
- CEO Performance Evaluation Process
- New Board Member Orientation Packet

#### **Finance Committee**

Gary Meyer, Chief Financial Officer, on behalf of Luke Buzard, reported that a Budget Workshop and Finance Committee meeting was held on June 6, 2022. Mr. Meyer indicated that a revised proposed budget would be sent to the full Board for review.

The Executive Committee members discussed the timing and scheduling of Budget Workshops.

Mr. Meyer reported that a provider rate increase proposal would be reviewed at the annual Board meeting on June 20, 2022.

#### **Service Delivery & Efficiency Committee**

Dr. Daphne Fudge reported that the Service Delivery & Efficiency Committee received a schedule of the regular meetings, noting that the meeting time would be at 11:00 am instead of 3:00 pm. Kiyana Scott, Executive Administrative Assistant reported the first meeting would be held on August 1, 2022, at 11:00 am.

#### **CEO REPORT**

Gordon Gillette, CEO, reported to the Executive Committee on the transition of Child Care Licensing (CCL) to the Department of Children and Families. Mr. Gillette informed the Committee that the Hillsborough County Board of County Commissioners (BOCC) would review and take a vote on the transition on July 15, 2022. Mr. Gillette also noted that the contract between the Early Learning Coalition of Hillsborough County (ELCHC) and CCL would be reviewed by BOCC on June 15, 2022.

Mr. Gillette answered the Committee members' questions regarding the effect of the transition on the contract between the ELCHC and CCL. Mr. Gillette noted that funds provided by ELCHC to CCL are paid towards personnel expenses, and BOCC pays for benefits and retirement plans.

The Executive Committee members and Mr. Gillette discussed further the impact of the transition regarding the required member position on the Board of Directors and the creation of a pros and cons list to share with the full Board for discussion during the next Board meeting.

#### **DISCUSSION ITEMS**

##### **Open Positions**

Chair Patel reported that Candy Olson resigned from the Board of Directors on April 21, 2022, noting that there are two open positions: one (1) Gubernatorial position and one (1) private sector position.

There was further discussion on how to promote the open positions through social media and nonprofit Board listing.

##### **Board Matrix**

The Executive Committee engaged in a brief discussion on the development of a Board matrix and Board Report Card.

**Committee Chairs**

Chair Patel discussed the restructuring of Board Committees. Chair Patel asked Dr. Shawn Robinson to Chair the Development Committee and Dr. Stephie Holmquist Johnson to Chair the Governance Committee.

**ADJOURNMENT**

***Dr. Stephie Holmquist Johnson made a motion to adjourn the meeting at 4:04 pm. Dr. Daphne Fudge made a second. The motion carried unanimously.***

Read and approved by: Stephanie Holmquist Date: Sep 6, 2022  
***Dr. Stephie Holmquist Johnson, Secretary***