



# ELCHC Executive Committee Meeting Agenda Packet

Monday, February 13, 2022 @ 3:00 pm

6302 E. Martin Luther King, Jr. Blvd., Suite 100 Tampa, FL 33619

<https://zoom.us/j/93666826001?pwd=TFhSOHVKUURTOEFXTk1BK2FrRG9jQT09>

Meeting ID: 936 6682 6001

Passcode: 899168



## ELCHC Executive Committee Meeting

Monday, February 13, 2023

### I. CALL TO ORDER

A. Patel

- A. Roll Call/Quorum Verification
- B. Approval of Minutes for November 3, 2022, Executive Committee Special Meeting - 3

### II. PUBLIC COMMENT I

*Individuals wishing to address the Early Learning Coalition of Hillsborough County Board of Directors must complete a Public Comment Request Card and submit it to the official recorder prior to the noticed start time of the meeting. Said comments will be limited to three (3) minutes per individual on a first come, first serve basis, and only at such time as is identified on the official meeting agenda for public comment. All public comment in Public Comment I must pertain to an item on the approved agenda.*

### III. ACTION ITEMS

- A. Approval of the February 20, 2023, Board of Directors DRAFT Agenda - 5

### IV. COMMITTEE REPORTS

- A. Governance Committee Report - 7
- B. Service Delivery & Efficiency Committee Report - 8

### V. CEO Report

F. Hicks

- A. Special Appropriations
- B. Children's Summit

### VI. DISCUSSION ITEMS

### VII. ADJOURNMENT

Thursday, November 3, 2022, at 2:00 pm  
Hybrid Meeting  
6302 E. Martin Luther King, Jr. Blvd., Suite 100  
Tampa, FL 33619

## MEETING ATTENDANCE

**Facilitator:** Aakash Patel, Chair

### Committee Members Present:

Aakash Patel, Amanda Jae\*, Dr. Shawn Robinson

### Committee Members Absent:

Lee Bowers and Dr. Stephie Holmquist Johnson

### Board Members Present:

Kelley Parris\*, Dr. Daphne Fudge, Sheila Rios\*

### ELCHC Staff:

Alison Fraga, Kelley Minney, Kiyana Scott, Helen Sovich, Rick Rampersad, Gary Meyer, Hannah Goble, Nancy Will

### Other Attendees:

Tonia Williams\*, Frazier Carraway\*, Genet Stewart\*, Dr. Fredrick Hicks\*

*\*Indicates attendance by Zoom Meeting platform.*

## CALL TO ORDER

### Quorum Verification

Noting a quorum was present, Chair Patel called the meeting to order at 2:06 pm.

## ACTION ITEMS

### A. CEO Employment Agreement

Board Attorney Frazier Carraway reported on the CEO Employment Agreement, highlighting the following:

- Former Early Learning Coalition of Hillsborough County (ELCHC) CEO declined health benefits the first two years of their employment with the ELCHC. Dr. Fredrick Hicks will receive health benefits in accordance with the ELCHC employee benefits policy.

*Dr. Shawn Robinson made a motion to approve the CEO Employment Agreement. Amanda Jae made a second. The motion carried unanimously.*

### B. School Readiness Progressive Enforcement Procedures

Hannah Goble, Director, Operations reported on the School Readiness Progressive Enforcement Procedures informing the Committee that if there is a violation or potential violation of a contracted childcare provider the established procedures will be followed. Ms.

Goble noted that the procedures were last updated in 2018 and now require full Board approval.

*Amanda Jae made a motion to approve. Aakash Patel made a second. The motion carried unanimously.*

**C. Voluntary Prekindergarten Progressive Enforcement Procedures**

Ms. Goble reported if there is a violation or potential violation of a contracted child care provider for Voluntary Prekindergarten the established procedures will be followed.

*Amanda Jae made a motion to approve. Dr. Shawn Robinson made a second. The motion carried unanimously.*

**INTERIM CEO REPORT**

Gary Meyer, Interim CEO, reported on the following:

- In partnership with Bearss Grove and Steps to Maturity, a Hillsborough County child care provider, 16 children were invited to see the largest pumpkin in Florida.
- 76 child care owners and directors graduated from the Business Leadership Training program. Alison Fraga, Chief Development Officer, secured a co-sponsorship with Florida Blue to help support the cost of food and drinks at the graduation event.

Kenya Dickson-Rowe, Manager, Eligibility, reported on the provider recognition event, Celebrate You Week. Mrs. Dickson-Rowe reported that the ELCHC recognized 15 child care providers and their staff, awarding \$4,000 to the center and \$1,000 to the staff.

Chair Patel informed the Committee about the upcoming special Board of Directors meeting on November 7, 2022.

**PUBLIC COMMENT**

Sarah Ashe made a public comment regarding the recommendation of the interim CEO.

**ADJOURNMENT**

*The meeting adjourned at 2:25 pm.*

Read and approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Dr. Stephie Holmquist Johnson, Secretary*



## Board of Directors Meeting DRAFT Agenda Packet

February 20, 2023

### I. WELCOME & INTRODUCTIONS

A. Patel

- A. Roll call/Quorum Verification
- B. Pledge of Allegiance

### II. PUBLIC COMMENT I

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### III. CHAIRMAN'S REPORT

A. Patel

- A. 2023 Childcare Center & Family Center Visits
- B. Invitation for the new Chancellor to Hillsborough for Tour
- C. Reassign Committees

### IV. CONSENT AGENDA

A. Patel

*The "consent agenda" is a single agenda item typically addressed first after convening the board meeting and establishing that a quorum is present. The consent agenda encompasses all the routine, pro forma and noncontroversial items that the Board needs to vote on.*

- A. 7.14.2022 Board of Directors Special Meeting Minutes\_Unapproved.pdf - 4
- B. 9.6.22 Board of Directos Special Meeting Minutes\_Unapproved Draft.pdf - 7
- C. 10.17.2022 Board of Directors Meeting Minutes\_Unapproved.pdf - 13
- D. 11.07.2022 Special Meeting of the Board of Directors Meeting Minutes \_unapproved.pdf - 16

### V. ACTION ITEMS

A. Patel

- A. Reappointment of Dr. Shawn Robinson to the Board of Directors - 21
- B. Allocation of Funds to the University of Florida Lastinger Coaching Program - 26
- C. Approve Contract with Studio Kimchi

### VI. FINANCIAL REPORT

G. Meyer

- A. Financial Report - 27

## **VII. CEO REPORT**

F. Hicks

- A. Community & Legislative Affair visits
- B. Legislative Special Appropriations: Summer Boost
- C. New Chancellor Visit
- D. Children's Summit
- E. School Readiness Enrollment Goals
- F. Provider Assessments
- G. Department of Children and Family Services Licensing Transition

## **VIII. DISCUSSION ITEMS**

### **IX. PUBLIC COMMENT II**

*Individuals wishing to address the Early Learning Coalition of Hillsborough County Board of Directors must complete a Public Comment Request Card and submit it to the official recorder prior to the noticed start time of the meeting. Said comments will be limited to three (3) minutes per individual on a first come, first serve basis, and only at such time as is identified on the official meeting agenda for public comment.*

## **X. INFORMATION ITEMS**

## **XI. ADJOURNMENT**

## ELCHC EXECUTIVE COMMITTEE MEETING – February 13, 2023

### COMMITTEE REPORTS

### ITEM IV.A.

**ISSUE:** **Governance Committee Report**

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**NARRATIVE:** The Governance Committee met on January 30, 2023, to review and discuss:

- Open Private Sector Seats/Upcoming Terms
- Open Treasurer Position
- Completion of Annual Board of Directors Forms
- Board Matrix

## ELCHC EXECUTIVE COMMITTEE MEETING – February 13, 2023

### COMMITTEE REPORTS

### ITEM IV.B.

**ISSUE:** Service Delivery & Efficiency Committee Report

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**NARRATIVE:** The Service Delivery & Efficiency Committee met on January 30, 2023, to review and discuss:

- Department of Children and Families (DCF)
- ELCHC Leadership Restructure Update
- American Rescue Plan Act