



# ELCHC Governance Committee Meeting Agenda Packet

Monday, August 4, 2025 at 3:00 pm

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

<https://us06web.zoom.us/j/83979096626?pwd=0jZi5ZutdfYVOC6VAaQTWmb4wM7bmf.1>

Meeting ID: 839 7909 6626

Passcode: 038751



## ELCHC Governance Committee Meeting Agenda

Monday, August 4, 2025

### I. CALL TO ORDER

S. Robinson

A. Roll call/Quorum Verification

### II. PUBLIC COMMENT

S. Robinson

*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.*

### III. ACTION ITEMS

S. Robinson

A. Approval of May 19, 2025 Governance Committee Meeting Minutes - 3

### IV. DISCUSSION ITEMS

S. Robinson

A. Reminder to complete the CEO Annual Evaluation

B. ELCHC Board of Directors Vacancies

C. Board of Directors Attendance

### V. CEO REPORT

Dr. Fred Hicks

A. Budget Update

B. Summit 2025 Update

C. 2026 Legislative Priorities

### VI. ANNOUNCEMENT

S. Robinson

A. Next meeting of the ELCHC Governance Committee is scheduled for Monday, September 22, 2025

### VII. ADJOURNMENT

S. Robinson

### VIII. SUPPLEMENTAL DOCUMENTS

A. ELCHC Attendance policy review - 6

B. ELCHC Board of Directors Vacancies -Dr. Lise Fox

Monday, May 19, 2025, at 3:00 pm  
Hybrid Meeting  
6302 E. Martin Luther King Jr. Blvd., Suite 100  
Tampa, FL 33619

#### MEETING ATTENDANCE

**Facilitator:** Dr. Shawn Robinson, Chair

**Committee Members Present:** Dr. Shawn Robinson\*, Adam Giery\*, Alina Shaffer\*, Dr. Larissa Baia and Brian Mays\*

#### BOARD MEMBERS PRESENT:

None.

#### COMMITTEE MEMBERS ABSENT:

Aakash Patel

#### ELCHC Staff:

Dr. Fred Hicks, Nancy Will, Gary Meyer\*, and Alison Fraga

#### Other Attendees:

Yander Tovar, and Andrew Benton Jr.\*

*\*Indicates attendance via Zoom meeting platform.*

#### CALL TO ORDER

##### Quorum Verification

Noting a quorum had been established, Chair Dr. Shawn Robinson called the meeting to order at 3:01 pm.

#### PUBLIC COMMENT

There was no public comment.

#### ACTION ITEMS

Approval of January 27, 2025, Meeting Minutes

*A motion to approve was made by Adam Giery. A second was made by Brian Mays. The motion carried unanimously.*

Approval of CEO Evaluation and Timeline

There was committee discussion on the timeline as outlined in the agenda packet for the CEO Evaluation and Timeline to ensure that the CEO evaluation would be in before the state deadline also taking into account a merit increase should the board of directors vote for a merit increase.

Dr. Hicks agreed that if there was a merit increase, he would wait until his anniversary date in November 2025 to receive it, to be paid retroactively in correspondence with the date set by the Department of Early Learning deadline of the board of directors' evaluation of August 30, 2025.

Board Council Paul Quin stated it would be best to clarify between the CEO evaluation and the Timeline process with two different motions.

First Motion:

Dr. Robinson called for a motion to approve the timeline schedule of the evaluation process as outlined in the agenda packet with the final approval by the full Board of Directors of the Early Learning Coalition of Hillsborough County (ELCHC) at the June 2025 Annual Board of Directors meeting.

***Adam Geary made a motion to approve the timeline schedule of the evaluation process as outlined in the agenda packet with moving the final approval by the full Board of Directors of the ELCHC at the June 2025 Annual Board of Directors meeting. Dr. Larissa Baia seconded. The motion carried unanimously.***

Second motion:

Dr. Robinson called for a motion to set the merit increase with the evaluation deadline of August 30, 2025, and will be deferred for merit increase until Dr. Hicks's' anniversary date.

**Adam Geary made a motion to set the merit increase with the evaluation deadline of August 30, 2025, and will be deferred for merit increase until Dr. Hicks's anniversary date. Brian Mays seconded the motion. The motion passed unanimously.**

Application for Board Membership

This application of Ms. Cayla Dougherty has been delayed.

## **DISCUSSION ITEMS**

### **By-law Review**

Board Council, Paul Quin shared the following:

Mr. Quin shared the following update as brought forward earlier in FY24-25.

1. Sheriff appointed to the board: Could not be accomplished due to state statute
2. Formation of a new committee: Development & Outreach Committee was created in response to the need to greater support the Children Summit Efforts and give providers an opportunity to further participate and engage with these efforts
3. Board of Directors Members must live and/or work in Hillsborough County: Mr. Quin stated he did not see a reason why the board of directors could not vote on this addition to the ELCHC by-laws.
4. Question from the provider community about adding another provider representative to the ELCHC Board of Directors: Mr. Quin explained that the composition of all ELC's throughout the state

are governed by the Department of Early Learning and the state decisions on board composition. Mr. Quin explained that any additional board representation would have to be made at the state level not at the county level.

Dr. Robinson called for a motion to approve the edits as layout by Board Council, Paul Quin.

***Brian Mays made a motion to approve the edits to the bylaws as presented by Board Council, Paul Quin. Alina Shaffer seconded. The motion passed unanimously.***

#### **CEO REPORT**

Dr. Frederick Hicks reported on the following:

##### **Legislative Update**

To date the state is in a holding pattern for the state house and senate to agree with a budget for the FY25-26. Dr. Hicks shared the governor's budget aligns more with what would make coalitions state-wide just about while with last fiscal year's budget. Dr. Hicks shared that the senate's proposed budget aligns with the governor's however, the budget proposed by the house would require a more severe cut to coalition's budgets.

##### **Children's Summit**

Dr. Hicks shared to date 60% of the goal had been raised of the \$90,000 goal. Dr. Hicks also shared that invitations had been sent out to community leaders and business leaders throughout the Hillsborough community.

##### **Day of Play**

Dr. Hicks shared that Day of Play was a success with great turnout. Dr. Hicks thanked all the partners that joined the ELCHC to make this event a success.

##### **Summer Boost**

Dr. Hicks stated that PM3 test scores would be available before the June Board of Directors meeting. Dr. Hicks also shared the children that would be targeted for the Summer Boost program would be 4 year-olds getting ready to enter kindergarten in the fall of 2025. Dr. Hicks shared that Summer Boost is a full day making it easier for parents and/or guardians to arrange drop-off and pick-up schedules unlike the state run Summer Bridge program which is a half-day program.

#### **ANNOUNCEMENT**

No announcements.

#### **ADJOURNMENT**

***Citing no further business, Brian Mays made a motion to adjourn the meeting at 3:35 pm. Alina Shaffer made a second. The motion carried unanimously.***

Read and approved by: \_\_\_\_\_

*ELCHC Board of Directors Secretary*

\_\_\_\_\_  
*Date*

# ELCHC Governance Committee Regular Meeting

August 4, 2025

## SUPPLEMENTAL DOCUMENTS

ITEM VIII.

ISSUE: Supplemental Documents

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- A. ELCHC Attendance Policy Review
  - B. ELCHC Board of Directors Vacancies

(2-Attachments)

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ELCHC Bylaw Excerpt:

Article V

Committees

Section 2. Standing Committees of the Board. Only Directors may be appointed to Standing committees of the Board. Each Standing committee of the Board shall consist of three (3) or more Directors. The Board may designate one or more Directors as alternate members of any such committee, who may replace any absent member at any meeting of the committee. Standing Committees of the Board include the Executive Committee, Finance Committee, Governance Committee and Service Delivery & Efficiency Committee. Standing Committees shall meet no fewer than FOUR (4) times a year and Members are expected to attend each meeting. Each Member shall be entitled to one excused absence per year.

**From:** Lise Fox <[lisefox@usf.edu](mailto:lisefox@usf.edu)>  
**Sent:** Sunday, July 6, 2025 6:54 PM  
**To:** Dr. Fred Hicks <[FHicks@elchc.org](mailto:FHicks@elchc.org)>  
**Subject:** Governance question

**WARNING: This is an EXTERNAL EMAIL, do not click on links or open attachments unless you know and trust the sender.**

Hi Fred,  
I hope you enjoyed your July 4<sup>th</sup> holiday. I was reviewing the bylaws for the BoD and realized something that might need to be addressed.

When I was appointed to the BoD by Gordon in 2018, it was in my role as the Director of the University Center for Excellence on Developmental Disabilities (UCEDD). I was tagged as serving as a designated director to meet the required seat as a "representative of programs for children with disabilities under IDEA". I have not thought about that for a while, but when reviewing the bylaws recently, it made me wonder if we are not out of compliance as I am no longer a representative of that program. My current role at the University is Chair of the Department of Child and Family Studies. Moreover, I am not sure that our grant-funded UCEDD (this is a program slated to be eliminated in the federal skinny budget proposal) is what was intended for this seat. I believe it should be for a representative from Early Steps (early intervention services under IDEA), or the school district special education director or the director of the Pre-Kindergarten Exceptional Education Preschool Services (PEEPS).

I am happy to step down and can (and will) continue to contribute to the ELC in other ways. Let me know how you want to proceed.

Lise

Lise Fox, Ph.D.  
Professor and Chair  
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About CFS and our accomplishments  
[www.usf.edu/cbcs/cfs/documents/2024-cfs-impact-final.pdf](http://www.usf.edu/cbcs/cfs/documents/2024-cfs-impact-final.pdf)

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