

EXECUTIVE COMMITTEE
APPROVED MEETING MINUTES

Monday, October 06, 2025, at 3:00 pm
6302 E. Martin Luther King, Jr. Blvd., Suite 100
Tampa, FL 33619

MEETING ATTENDANCE

Facilitator: Aakash Patel, Chair

Committee Members Present:

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

Committee Members Absent:

Jonathan Ferro and Bob Hyde

ELCHC Staff:

Dr. Fred Hicks, Kelley Minney, Nancy Will and Gary Meyer

Other Attendees:

Paul Quin and Alex Ochoa

**Indicates attendance by Zoom Meeting platform.*

CALL TO ORDER

Quorum Verification

Noting a quorum was present, Chair Patel called the meeting to order at 3:04 pm.

PUBLIC COMMENT

There was no Public Comment.

ACTION ITEMS

Approval of August 11, 2025, Executive Committee meeting minutes.

Amanda Jae made a motion to approve the August 11, 2025, Executive Committee Meeting Minutes. A second was made by Dr. Shawn Robinson. The motion carried unanimously.

Approval of the October 13, 2025, Draft Board of Directors agenda

Dr. Shawn Robinson made a motion to amend the draft Board of Directors agenda to move the February 2026 Board of Directors meeting from February 16 to February 23 due to Children's Week in Tallahassee, Florida. A second was made by Amanda Jae. The motion carried unanimously.

Amanda Jae made a motion to approve the amended draft agenda for the October 13, 2025 Board of Directors meeting. Dr. Shawn Robinson made a second. The motion carried unanimously.



Approval of the CEO Merit Increase

Chair of the Early Learning Coalition of Hillsborough County Board of Directors, Aakash Patel read through the memo included in the agenda packet as follows:

Dr. Fred Hicks, Early Learning Coalition of Hillsborough County CEO, would be eligible for a merit increase in recognition of his 2025 employment anniversary. In compliance with Rule 6M-9.120, Board members submitted the required Division of Early Learning (DEL) Annual Performance Evaluation form (DEL-SR 120) and submitted it to DEL by the due date, August 30, 2025. Dr. Hick's received an average evaluation score of 2.83 out of a possible 3.00. The Executive Committee recommends that the full board approve a merit increase for Dr. Hicks, for the 2025 employment anniversary, effective November 14, 2025, with an annual salary of \$225,700, the maximum allowed by state law for the size of the coalition.

Chair Patel spoke to the impact Dr. Hicks has made upon his hire in November 2022 from his vision of an annual Children's Summit to spread the importance of early education to the business community of Hillsborough to leading his staff and daily operations with solid results in challenging times.

Dr. Shawn Robinson made a motion to carry the recommendation of the executive committee to grant Dr. Fred Hicks the full merit increase as allowed by the state of Florida for a vote by the full ELCHC Board of Directors at the next scheduled meeting. Amanda Jae made a second. The motion passed unanimously.

COMMITTEE REPORTS

Governance Committee

Dr. Shawn Robinson, Chair of the Governance Committee reported that the Governance Committee was scheduled to meet on Monday, September 22, however due to lack of quorum the meeting was canceled.

Finance Committee

Dr. Jacquelyn Jenkins, Chair of the Finance Committee reported the Finance Committee did not meet during the last cycle of meetings however, the committee was scheduled to meet on Wednesday, October 8 at 3:00 pm.

Service Delivery & Efficiency Committee

Amanda Jae, Chair of the Service Delivery & Efficiency Committee reported that the committee had met on September 4, 2025 to review, approve and discuss the following agenda:

- Approval of May 15, 2025, draft meeting minutes
- Discussion Items: Hillsborough Infant & Toddler Initiative presentation by Theon Salley;
- Listening Sessions Update from Dr. Fred Hicks
- CEO Report: Legislative Priorities; Budget Update 2025-2026
- Announcements: Next, committee meeting scheduled on January 22, 2026; Day of Play will be held on Saturday, December 6 from 10:00 am-12:00 noon at Jackson Springs Park and Community Center

Development & Outreach Committee

Dr. Shawn Robinson Chair of the Development & Outreach committee reported that the Development Committee was scheduled to meet on Wednesday, September 10 however, the committee decided to cancel the meeting to allow ELCHC staff more time to prepare for the largest to date Children's Summit that was held on September 18.

Dr. Robinson highlighted the following update:

- \$110,000 raised in ticket sales and onsite donations
- Projected profit was ~49,000.00 however, this was not the final number
- Children's Summit attended by 353 leaders with 101 no-shows that had RSVP'ed
- Sponsors will receive a Thank you video in the upcoming days

Chair Patel requested the team send a note to the no-shows about the next Day of Play event.

Dr. Hicks recommended a note from Chair Patel to accompany the invitation to the next Day of Play with a recap of the Children's Summit.

Chair Patel recommended additional follow-up with elected officials and their offices.

Amanda Jae shared the venue was beautiful and would love to see the venue used again in the future if there were not other venues the team was already considering.

There was committee discussion on possible future venues for the Children's Summit.

Provider Review Hearing Committee

Dr. Jacquelyn Jenkins Chair of the Provider Review Hearing committee reported that the increase in hearings was due to changes with the Department of Family and Children taking over the daily observations. Dr. Jenkins noted that the ELCHC was working with providers to better understand the expectations and walk alongside providers with improving the care and education of the children trusted to their care and wellbeing.

Legislative Committee

Gino Casanova Chair of the Legislative Committee reported that there was no Legislative Committee meeting during the last meeting cycle and would defer any legislative updates to Dr. Hicks.

Mr. Casanova highlighted the following:

- Hillsborough Legislative round table would be attended by a great number of organizations with only 3-minutes to speak. Mr. Casanova shared that time would be better spent meeting with elected officials locally.
- Hillsborough Day in Tallahassee was scheduled on January 28, 2026

There was committee discussion on inviting Representative Susan Valdes to the next Board of Directors meeting or the Board of Directors retreat on November 1st.

Dr. Hicks stated he would reach out to Representative Valdes' office.

CEO REPORT

Dr. Fred Hicks reported on the following:

- Listening Sessions
 - Dr. Hicks shared with the committee that licensing had a different relationship with providers and the change into the Department of Children and Families was a challenging one.
 - Dr. Hicks noted that he would be working to try to have an open conversation with DCF and providers.
- Retreat News
 - Dr. Hicks shared with the committee that there were no funds available for a facilitator for the upcoming November 1st Board of Directors retreat.

There was committee discussion on whether one was needed due to the agenda of the day.

There was also committee discussion on possibly asking a former Board Member to facilitate or reaching out to the University of South Florida (USF) to see if their department of strategic planning had a facilitator that would be able to assist at no cost.

- Wait list
 - Dr. Hicks shared that the ELCHC to date had just under 4,000 children waiting on a list to receive services.
 - Dr. Hicks also shared that parent outcry has been noted and explained that how families qualify for services has not changed and that families must be patient with the processes in place mandated by the state of Florida.
 - Dr. Hicks reported that the ELCHC is working on releasing ~200 families a week the waitlist is under 4,000 from just three and half weeks prior.

Chair Patel requested that a 1-pager for an easy explanation be created of how the waitlist works and the work being done to see children come off the list.

- Education of Young Children Summit 2025 Recap
 - Dr. Hicks recognized Kelly Minney and the entire Resource Development team for all their work and dedication to another successful Children's Summit.
 - Dr. Hicks shared his second part of his vision to expand the Summit to include providers, parents and teachers.

DISCUSSION ITEMS

Bob Hyde suggested using Artificial Intelligence (AI) for meeting minutes to reduce the turn around time. Mr. Hyde shared that he would be reaching out to potential donors for software and training.

ANNOUNCEMENT

Next, Executive Committee regular Meeting is scheduled for February 9, 2026.

ADJOURNMENT

Dr. Shawn Robinson made a motion to adjourn the meeting at 3:58 pm. Amanda Jae made a second. The motion carried unanimously.

Read and approved by: Robert Hyde Date: 20/07/2026
Robert Hyde (Jul 20, 2026 16:24:02 EDT)
Bob Hyde, ELCHC Board of Directors Secretary

10.06.2025 Executive Committee Meeting Minutes_Draft Final Copy

Final Audit Report

2026-07-20

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