



April 14, 2021 Board Minutes

Date: April 14, 2021

Location: Panama City Office/Zoom/Telephone Call-in Meeting

Minutes Taken By: Suzan Gage

Time: Meeting called to order at 11:00 am

ELCNWF Staff members present: Suzan Gage, Executive Director; Matt Bonner, Administrative Director; Lindsay Holmes, Communications and Community Relations Director; Ken Whittaker, Operations Director; Donna Carnley, Quality Services Director; Mike Hallenstein Finance Director

Full Board: Yes No Quorum: Yes In attendance: board members 12/19

Executive Comm. Yes No

Roll Call to Include Board Members on Telephone: Yes

Executive Committee	First Name	Last Name	Present	Present Via Phone/Zoom	Excused Absence	Unexcused Absence
●	Tony	Bennett		1		
	Phil	Edwards		1		
	Kim	Gillis		1		
	Zach	Gilmore			1	
	Tiffani	Hinds		1		
	Jeanne	Hitchcock		1		
	Miatta	Jalaber		1		
	Liz	Lentz		1		
	Frank	Martin			1	
●	Al	McCambry		1		
●	Jon	McFatter (P)	1			
	Juliana	Melara		1		
	Johanna	Plummer			1	
	Renaë	Rountree			1	
	Joseph	Seabrook		1		
	Parnell	Smith			1	
●	Jerry	Sowell		1		
	Susie	Sewell			1	
	Myrtis	Wynn		1		
		Total	1	12	6	

Utilization Report for Direct Services

We reimburse contracted providers in each of the seven counties served. The information below shows the payment to School Readiness and VPK providers for direct services (slots) and provides a comparison of the previous month.

School Readiness and CARES		
	January 2021	February 2021
<u>School Readiness</u>	SR Slot Dollars \$ 869,472	SR Slot Dollars \$ 1,001,797
Payments to Child Care Providers for Direct Services (Slots)	Children Served 2038	Children Served 2286
<u>CARES</u>	CARES Direct Service Dollars \$ 190,547	CARES Direct Service Dollars \$ 93,439
Payments to Child Care Providers for Direct Services (Slots)	Children Served 426	Children Served 282
VOLUNTARY PREKINDERGARTEN		
<u>VPK Program</u>	January 2021	February 2021
Payments to Child Care for VPK services	VPK Payments \$ 297,577	VPK Payments \$ 363,686
	Children Served 1358	Children Served 1,361

1. CALL TO ORDER AND INTRODUCTION OF MEMBERS, GUESTS, AND STAFF
2. APPROVAL OF MEETING AGENDA – Jon McFatter

VOTE NEEDED: To approve the meeting agenda as presented.

Motion: To approve the meeting agenda as presented.

Motion By: Jeanne Hitchcock

Motion Seconded By: Miatta Jalaber

Member/s Recusing from Vote: No

The motion carried.

3. ADOPTION OF CONSENT AGENDA ITEMS – Jon McFatter

3.1. Minutes: Board Meeting March 10, 2021 (*See minutes*)

3.2. Credit Card Transaction Report: February 2021 (*See credit card statement*)

3.3. Revenue and Expenditures through 2.28.2021 (*See R&E through 2.28.2021*)

3.4. Continuity of Operations Plan (COOP) for FY 2021-22 (*See FY2022 Updated COOP*)

3.5. Sliding Fee Scale for FY 2021-22 (*See Sliding Fee Scale 2021*)

VOTE NEEDED: To approve consent agenda items as presented.

Motion: To approve the consent agenda as presented.

Motion By: Al McCambry

Motion Seconded By: Tony Bennett

Member/s Recusing from Vote: No
The motion carried.

4. COMMITTEE/FULL BOARD REPORTS – Jon McFatter

4.1. Executive Committee- Jon McFatter

Instead of an Executive Committee meeting, all items brought to the committee are presented to the full board for information and/or vote, as needed.

4.1.1. *New Board Members*

Liz Lentz, Gulf County- Liz Lentz is a Florida native who grew up in Tarpon Springs and moved to Pensacola to attend the University of West Florida. She has her bachelor's and master's degrees in elementary education. Liz has 16 years of experience teaching.

VOTE NEEDED: Approve Liz Lentz as a private-sector board member for Gulf County.

Motion: To approve Liz Lentz as a private-sector board member for Gulf County.
Motion By: Tony Bennett
Motion Seconded By: Tiffani Hinds
Member/s Recusing from Vote: No
The motion carried.

4.2. Finance Committee- Jerry Sowell

Instead of a Finance Committee meeting, all items that would be brought to the committee are presented to the full board for information and/or vote, as needed.

4.2.1. Provider Reimbursement Rate Increase-Update

In February, the board voted to *allow Executive Director to submit a rate change considering the Final OEL Enacted rate changes and relative to the 2019 local market rates of our service area effective 3.1.2021. The Executive Director will report back the final rates for ratification by the board at the March 10, 2021 meeting. On March 10, 2021, in the afternoon, we received approval for the rate increase. Currently, reimbursement rates are the same for all counties.*

VOTE NEEDED: To ratify the final provider reimbursement rate increase effective 3.1.21.

Motion: To ratify the final provider reimbursement rate increase effective 3.1.21.
Motion By: Jerry Sowell
Motion Seconded By: Miatta Jalaber
Member/s Recusing from Vote: No
The motion carried.

4.3. Policy and Personnel Committee

In lieu of a Policy and Personnel Committee meeting, all items that would be brought to the committee are presented to the full board for information and/or vote, as needed.

No new information for discussion

4.4. Education and Program- Al McCambry

In lieu of an Education and Program Committee meeting, all items that would be brought to the committee are presented to the full board for information and/or vote, as needed.

4.4.1. FLKRS Scores

[Section 1002.69, Florida Statutes \(F.S.\)](#), requires the Florida Department of Education to adopt a statewide kindergarten screening instrument that assesses the readiness of each student for kindergarten based on the performance standards adopted by the department under section [1002.67\(1\), F.S.](#), for the [Voluntary Prekindergarten Education Program \(VPK\)](#). The screening instrument, known as the Florida Kindergarten Readiness Screener (FLKRS), must be administered to all public school kindergarten students within the first 30 days of each school year. Nonpublic schools may administer FLKRS to each kindergarten student who was previously enrolled in VPK. The results of this screening provide valuable information about a child’s readiness for school, help teachers develop lesson plans to meet each child’s individual needs, and offer useful information to parents.

FLKRS is also used to calculate the kindergarten readiness rates for the VPK Program. Kindergarten students must demonstrate a score of at least 500 on the Star Early Literacy assessment to be considered “ready for kindergarten.” The 2020-21 FLKRS scores for the counties in the Coalition service area are presented below. VPK providers were not given a readiness rate due to the extraordinary circumstances surrounding COVID-19.

Fall 2019 and Fall 2020 Florida Kindergarten Readiness Screener (FLKRS)											
District/State Results											
District Number	District Name	2019-20			2020-21			Net Change of % Ready from 2019-20 to 2020-21	Net Change in # Tested from 2019-20 to 2020-21	Percent Change	
		# Test Takers	# Scoring 500+	% Scoring 500+	# Test Takers	# Scoring 500+	% Scoring 500+				
00	FLORIDA	190,805	101,818	53%	133,632	76,098	57%	+4	-57,173	-30%	
03	BAY	1,661	848	51%	1,261	650	52%	0	-400	-24%	
07	CALHOUN	129	68	53%	109	59	54%	+1	-20	-16%	
19	FRANKLIN	92	48	52%	97	43	44%	-8	5	5%	
23	GULF	146	80	55%	116	79	68%	+13	-30	-21%	
30	HOLMES	232	98	42%	175	71	41%	-2	-57	-25%	

32	JACKSON	457	292	64%	411	224	55%		-9		-46	-10%
67	WASHINGTON	276	149	54%	214	99	46%		-8		-62	-22%

5. EXECUTIVE DIRECTOR’S REPORT

5.1. Organization Update

- The Coalition has acquired an additional 1,250 sq ft at the Marianna office location, but we are still looking for new rental space in Bay County. Our current lease expires on December 31, 2021.

5.2. Quality Services March 2021 was shared

5.3. Media Coverage/Activity/Events March 2021 was shared

5.4. School Readiness and VPK Enrollment Numbers and SR Waitlist through March 31, 2021 was shared

5.5. Help Me Grow Service Numbers was shared

5.6. Coalition Fraud Updates

The Coalition has no new updates.

5.7. Internal Monitoring

The Coalition’s internal monitoring for March consisted of contract monitoring for two of our largest contracted service providers

- Landrum HR (payroll and human resource support)
- Inspired Technologies (IT support, hosting, and related services).

We noted no areas for corrective action for either vendor. Copies of the monitoring review checklists was shared.

6. DEPARTMENT OF CHILDREN AND FAMILIES REPORT

- DCF is actively working on updating their system to be able to take payments online. Once the system is fully functional DCF will schedule webinars to provide training.
- Local licensing office is awaiting word from the Program Office on when in-person inspections will resume. For now, virtual inspections will continue.

7. PUBLIC COMMENT

None

8. NEXT MEETING: May 12, 2021

9. ADJOURNMENT- 11:21 am CT