



January 13, 2021 Board Minutes

Date: January 13, 2021

Location: Zoom/Telephone Call-in Meeting

Minutes Taken By: Suzan Gage

Time: Meeting called to order at 11:07 am

ELCNWF Staff members present: Suzan Gage, Executive Director, Matt Bonner, Regulatory Affairs and Compliance Director, Lindsay Holmes, Communications and Community Relations Director, Ken Whittaker, Operations Director, Donna Carnley, Quality Services Director

Full Board: Yes No Quorum: Yes In attendance: board members 10/18

Executive Comm. Yes No

Roll Call to Include Board Members on Telephone: Yes

Executive Committee	First Name	Last Name	Present	Present Via Phone	Excused Absence	Unexcused Absence
●	Tony	Bennett		1		
	Phil	Edwards			1	
	Kim	Gillis		1		
	Kenny	Griffin			1	
	Tiffani	Hinds		1		
	Zach	Gilmore			1	
	Jeanne	Hitchcock		1		
	Miatta	Jalaber		1		
	Frank	Martin			1	
●	Al	McCambry			1	
●	Jon	McFatter (P)		1		
	Juliana	Melara		1		
	Joseph	Seabrook		1		
	Johanna	Plummer			1	
	Renaee	Roundtree			1	
	Parnell	Smith		1		
●	Jerry	Sowell		1		
	Susie	Sewell			1	
		Total		10	8	

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 between the previous month.

School Readiness and CARES		
	October 2020	November 2020
<u>School Readiness</u>	SR Slot Dollars \$ 962,581	SR Slot Dollars \$ 956,064
Payments to Child Care Providers for Direct Services (Slots)	Children Served 1852	Children Served 1885
<u>CARES</u>	CARES Direct Service Dollars \$253,969	CARES Direct Service Dollars \$244,500
Payments to Child Care Providers for Direct Services (Slots)	Children Served 476	Children Served 466
VOLUNTARY PREKINDERGARTEN		
	October 2020	November 2020
<u>VPK Program</u>	VPK Payments \$366,566	VPK Payments \$264,952
Payments to Child Care for VPK services	Children Served 1302	Children Served 1305

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: Miatta Jalaber

Motion Seconded By: Jeanne Hitchcock

Member/s Recusing from Vote: No

The motion carried.

3. ADOPTION OF CONSENT AGENDA ITEMS – Jon McFatter

3.1. Minutes: Board Meeting October 14, 2020 and December 9, 2020 (*See minutes*)

3.2. Credit Card Transaction Report: November 2020 (*See credit card transaction report*)-REMOVED

3.3. Revenue and Expenditures through 11/30/2020 (*See R&E through 11.30.2020*)-REMOVED

3.4. Organization Chart (*See Org Chart*)

VOTE NEEDED: To approve consent agenda items as presented.

Motion: To approve the consent agenda as amended with removal of Credit Card Transaction

Report and Revenue and Expenditures Report which were tabled until the February 10, 2021 Board Meeting.

Motion By: Tony Bennett

Motion Seconded By: Miatta Jalaber

Member/s Recusing from Vote: No

The motion carried.

4. COMMITTEE/FULL BOARD REPORTS – Jon McFatter

4.1. Executive Committee- Jon McFatter

In lieu of an Executive 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

4.2. Finance Committee- Jerry Sowell

In lieu 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. Policy Updates

4.2.1.1. Procurement Policy

- Updated purchasing authorization thresholds to allow with state expenditure guidelines
- Added language to background requirements
- Updated formatting

4.2.1.2. Disbursement Policy

- Updated purchase order compliance with state guidance language
- Updated check signer and electronic payment language
- Updated Florida Statute references

VOTE NEEDED: To approve changes to Procurement and Disbursement policies as presented

Motion: To approve changes to Procurement and Disbursement policies as presented.

Motion By: Tony Bennett

Motion Seconded By: Jeanne Hitchcock

Member/s Recusing from Vote: No

The motion carried.

4.2.2. Corporate Credit Cards

Coalition corporate credit card bearers need to be updated to match proposed purchasing thresholds and streamline the payment of recurring expenses. Board members can see current and recommended changes to amounts and card holders in the chart below.

Card	Card Bearer	New Card Bearer	Credit Limit ¹
Primary	Suzan Gage	No Change	\$25,000
Secondary	Matt Bonner	No Change	\$2,500
Secondary	Ken Whittaker	No Change	\$2,500
Secondary	Donna Carnley	No Change	\$2,500
Secondary	Lindsay Holmes	No Change	\$2,500
Secondary	Jana Miller	No Change	\$2,500
Secondary	Purchasing Department	New	\$15,000

Credit limit thresholds for directors would change to the local micro-level purchase threshold of \$2,500 except for the purchasing department card and the primary card holder.

VOTE NEEDED: To approve adding a purchasing department credit card and to change card holder limits as presented.

Motion: To approve adding a purchasing department credit card and to change card holder limits as presented.

Motion By: Rev. Parnell Smith

Motion Seconded By: Tony Bennett

Member/s Recusing from Vote: No

The motion carried.

4.2.3. Related Party Contracts Below \$25,000

To follow Florida Statute, the Coalition Board must approve any contracts between Coalition employees, Coalition governing board members, and relatives of either group as s. 112.3143(10)(b), F.S.; defines. The Coalition must comply with the following requirements:

- A valid vote of approval requires two-thirds vote of the entire governing board (not just those in attendance).
- The impacted individual(s) must complete the necessary conflict of interest disclosure forms and these forms must be available for presentation to the governing board at the time of the board's vote.
- Any governing board member(s) benefitting from the contract(s) must disclose in advance the conflict of interest and must abstain from the vote process.
- Quorum must be established.
- The Coalition will need to provide a detailed breakdown of how each member voted in order to ensure that two-thirds of the entire membership voted in favor of the related party contract.
- Coalitions can enter into contracts below \$25,000 without prior approval from OEL; however, such contracts are required to be reported to OEL within 30 days after approval by the Coalition governing board is obtained.

Related Party Contract:

Madelynne Eldridge – NTE \$24,500

The Coalition solicited for an individual to complete the technical assistance necessary for the New Teacher Intensive quality project. The individual selected is Madelynne Eldridge.

Disclosures:

- Donna Carnley, Quality Services Director for the ELCNWF is a relative of Madelynne Eldridge.
- Franki Ethridge, Child Screening Specialist for the ELCNWF is a relative of Madelynne Eldridge.

VOTE NEEDED: Roll call vote needed to approve the related party contract between ELCNWF and Madelynne Eldridge.

Motion: To approve the related party contract between ELCNWF and Madelynne Eldridge

Motion By: Rev. Jeanne Hitchcock

Motion Seconded By: Tiffani Hinds

Member/s Recusing from Vote: No

A roll call vote was taken and the motion carried unanimously, however, the required two-thirds of the entire governing board was not present.

4.2.4. RFP Awards

RFPs were solicited for both Indoor Materials and Curriculum vendors for Operation Kaleidoscope. Both solicitations were to meet the projects as outlined in our DRG award with OEL under the Indoor Environment Initiative. A summary of activities leading to these results are as follows each RFP.

4.2.4.1. Indoor Environments: *(See ELCNWF RFP 2020-02 Indoor Materials)*

- RFP solicited via advertising on Florida Administrative Register and direct email contact to 21 early childhood learning supply companies
- Received a total of 7 responses
- All respondents passed fatal criteria as outlined in RFP, including proposal completeness and completion of required forms
- Proposals evaluated by scoring committee comprised of Matt Bonner, Donna Carnley and Lindsay Holmes
- Quantitative scoring for each respondent is above the minimum score of 50

VOTE NEEDED: Recommending award to all 7 responsible proposers based on the passing of both fatal and quantitative criteria as advertised and to allow multiple options for assisting providers in Hurricane Michael recovery efforts.

Motion: To approve award to all 7 responsible proposers based on the passing of both fatal and quantitative criteria as advertised and to allow multiple options for assisting providers in Hurricane Michael recovery efforts.

Motion By: Tiffani Hinds

Motion Seconded By: Jeanne Hitchcock

Member/s Recusing from Vote: No

The motion carried.

4.2.4.2. Curriculum *(See ELCNWF RFP 2020-01 Curriculum)*

- RFP solicited via advertising on Florida Administrative Register and direct contact to all vendors located on the OEL approved curriculum list
- A total of 23 vendors were contacted directly
- Received a total of 8 responses
- All respondents passed fatal criteria as outlined in RFP, including proposal completeness and completion of required forms
- Proposals evaluated by scoring committee comprised of Matt Bonner, Donna Carnley and Lindsay Holmes
- Quantitative scoring for each respondent is above the minimum score of 60

VOTE NEEDED: Recommending award to all 8 responsible proposers based on the passing of both fatal and quantitative criteria as advertised and to allow multiple options for assisting providers in Hurricane Michael recovery efforts.

Motion: To approve award to all 8 responsible proposers based on the passing of both fatal and quantitative criteria as advertised and to allow multiple options for assisting providers in Hurricane Michael recovery efforts.

Motion By: Tiffani Hinds

Motion Seconded By: Tony Bennett

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.

4.3.1. Revision to School Readiness Provider Monitoring Plan for 2020-21

Update plan and add the following language on page 2:

The Tier 2 monitoring may be completed virtually by having the provider allow for live video verification.

VOTE NEEDED: To approve change to provider monitoring plan for SR 2020-21 as presented.

Motion: To approve change to provider monitoring plan for SR 2020-21 as presented.

Motion By: Rev. Parnell Smith

Motion Seconded By: Miatta Jalaber

Member/s Recusing from Vote: No

The motion carried

4.3.2. Revision to VPK Provider Monitoring Plan for 2020-21

Update plan and add the following language on page 4:

or completed virtually by having the provider allow for live video verification.

VOTE NEEDED: To approve change to provider monitoring plan for VPK 2020-21 as presented.

Motion: To approve change to provider monitoring plan for VPK 2020-21 as presented.

Motion By: Jeanne Hitchcock

Motion Seconded By: Juliana Melara

Member/s Recusing from Vote: No

The motion carried

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.

No new information for discussion

5. EXECUTIVE DIRECTOR'S REPORT

5.1. Organization Update

5.1.1. On-Going Monitoring- No internal monitoring was completed in December. The next report will be at the February Board meeting for monitoring completed in January.

5.1.2. CARES Act Funding and COVID-19 Responses

- EO 20-52 (COVID) extended to February 27, 2021 (EO 20-316)
- Eligibility for Job Search extended to March 31, 2021
- CARES Phase 4 dollars should be going out to providers by January 18, 2021.
- Additional dollars were approved for Child Care relief in the latest CARES Act funding bill sign by the president in December. Currently OEL has not announced how Florida's share of the funds will be used.

5.1.3. Panama City Office Location- Our lease expires 12/2021. Currently our location is scheduled to be come a retaining pond with the 15th street flyover scheduled. A committee has been formed and will begin looking for new office locations.

5.2. Quality Services December 2020

5.2.1. Technical Assistance by Type

County	Email	In Person	On-Site	Phone Call	Grand Total
Bay	42	2	25	167	236
Calhoun	2	3	5	6	16
Franklin	0	0	1	3	4
Gulf	0	0	0	0	0
Holmes	1	2	3	14	20
Jackson	15	3	6	37	61
Washington	10	4	14	13	41
Grand Total	70	14	54	240	378

5.2.2. Technical Assistance by Reason

Reason for Contact	Total
97IAS Child Assessment B-3	29
97ICS Developmental Screening Child Age B-3	108
97ICS Health Screening Child Age B-3	1
97INT Specific to Children B-3	36
97QAS Child Assessment 3-5	27
97QCS Developmental Screening Child Age 3-5	73
97QCS Health Screening Child Age 3-5	3
97QHS Provider Health and Safety Related	1
97QIN Inclusion	5
97QIN Inclusion 3-5:D	1
97QIN Inclusion 3-5:SE	1
97QIN Inclusion B-3:SE	1
97QIN Inclusion General Quality Improvement	1
97QIN Inclusion Referral/Follow-up	28
97QIN Inclusion Screening/Assessment	7
97QIN Inclusion SE	1
97QTA General to Providers	5
97QVP VPK General	30
97QVP VPK LPP	10
Provider Support	11
Grand Total	379

5.2.3. Warmline Calls by County

County	Total
Bay	16
Calhoun	2
Jackson	1
Washington	3
Grand Total	22

5.2.4. CSAM Meeting Results

CSAM Results	Total
30-day Monitoring	99
No Action Required	2
Referred to WarmLine	4
Grand Total	105

5.2.5. Coalition Training

Training	Total
CLASS 101	36
Provider NetWORK Meeting	52
Grand Total	88

5.3. Media Coverage/Activity/Events

December 2020

OUTREACH TYPE	PUBLICATIONS	PURPOSE	REACH
Facebook	89	Share pertinent information, available community resources and various educational activities with families across Northwest Florida.	11634
Instagram	9	Share information and resources with families across Northwest Florida.	15
Constant Contact - Family Ties Newsletter	1	Provide resources, educational materials, and activities to families across Northwest Florida on a monthly basis.	3512
Constant Contact - Teacher Newsletter	1	Provide resources, educational materials, and activities to early learning educators across Northwest Florida on a monthly basis.	239
Constant Contact - Provider Newsletter(s)	2	Provide resources, educational materials, and classroom activities to all contracted providers across Northwest Florida on a monthly basis.	164
Constant Contact - Special Blasts	7	Inform providers of grant opportunities, small business loans, and COVID-19 updates on an as needed basis.	722 AVG/Blast
Lynn Haven Christmas Parade	1	Inform local families of the services provided by ELCNWF by distributing outreach materials.	800+
Port St. Joe Christmas Parade	1	Inform local families of the services provided by ELCNWF by distributing outreach materials.	750+
Bay County Santa's Drive-Thru with Help Me Grow on the Go (Resource Fair with Alignment Bay County)	1	Community outreach event in Bay County.	800+
Foster Folly News - HMG announcement	http://fosterfollynews.net/2020/12/11/early-learning-coalition-of-northwest-florida-announces-help-me-grow-florida-program/	HMG media alert	online
Chipley Bugle	https://chipleybugle.com/elcnwf-brings-help-me-grow-to-northwest-florida-families-and-physicians/	HMG media alert	online
Spot On Florida	https://spotonflorida.com/western-panhandle/2208814/elcnwf-brings-help-me-grow-to-northwest.html	HMG media alert	online
The County Record	http://www.thecountyrecord.net/archives/7964-Learning-Coalition-program-will-address-child-care.html	HMG media alert	online
News Break	https://www.newsbreak.com/topics/elcnwf	HMG media alert	online
Space Coast Daily	https://spacecoastdaily.com/2020/12/gov-ron-desantis-highlights-administrations-major-accomplishments-of-2020/	Operation Kaleidoscope	online
Downtown CHiplay Florida (FB page)	https://www.facebook.com/193699061595/posts/help-me-grow-is-a-program-model-that-was-conceived-to-assist-families-who-may-ha/10158028788396596/	HMG media alert	2302

5.4. Current Enrollment Numbers

5.4.1. School Readiness children enrolled by age and county as of December 30, 2020

Age	Bay	Calhoun	Franklin	Gulf	Holmes	Jackson	Washington	Grand Total
Infant	58	2	0	0	2	20	16	98
Ones	185	15	2	0	15	65	23	305
Twos	246	8	4	1	22	85	33	399
Threes	251	13	4	1	35	109	46	459
Fours	208	12	1	1	19	91	35	367
Fives	61	3	0	1	10	21	8	104
School Age	285	20	6	0	52	171	60	594
Special Needs	0	0	0	0	0	0	1	1
total	1294	73	17	4	155	562	222	2327

5.4.2. School Readiness children on wait list by age and county as of December 30, 2020.

Age	Bay	Calhoun	Franklin	Gulf	Holmes	Jackson	Washington	Grand Total
Infant	38	5	0	3	4	18	6	74
Ones	43	2	0	0	2	6	12	65
Twos	54	4	1	0	5	12	6	82
Threes	26	1	1	0	4	13	7	52
Fours	24	3	0	1	1	11	8	48
Fives	27	1	0	0	3	4	3	38
School Age	132	5	0	0	11	43	16	207
total	344	21	2	4	30	107	58	566

5.4.3. VPK children enrolled by provider type and county as of December 30, 2020.

Type	Bay	Calhoun	Franklin	Gulf	Holmes	Jackson	Washington	Grand Total
School Based	433	22	18	36	84	180	87	860
Non-School Based	354	21	24	0	39	86	28	552
total	787	43	42	36	123	266	115	1412

5.5. Organization Update

5.5.1. On-Going Monitoring

In a continued effort to ensure that Coalition staff are performing services according to the grant agreement with OEL, internal monitoring were completed on the following areas: *(see On-Going Monitoring through November 2020)*

- SR and VPK Provider Monitoring
- SR and VPK Child Eligibility
- Operations and Program Management- Human Resources
- Educational Service Delivery
- Child Care Resource and Referral

Identified areas were reviewed using OEL monitoring tools. After the review was completed by the Compliance and Regulatory Affairs Director (CRAD) he met with the Department Director and discussed:

- Successes
- Findings and Observations
- Reviewer Comments and Recommendations

After the review between the CRAD and Department Director, the Department Director shared the information with the respective team and developed corrective action plans as necessary.

At the next review of the area, corrective actions that were put in place will be checked for completion and impact.

5.5.2. CARES Act Funding and COVID-19 Responses

5.5.2.1. Mitigate financial impact to providers by:

- For the December service period, SR Providers will continue to be reimbursed based on attendance and be allowed 2 additional days This includes intermittent closures due to COVID-19.
- Bonuses to SR providers serving ESS workers, continues until dollar limit has been reached.

5.5.2.2. CARES Grants to Providers- Phase 4

The coalition is preparing to release CARES funding to providers that qualify for the Phase 4 funding.

5.6. Quality Services

5.6.1. Service Numbers

5.6.1.1. Technical Assistance Contacts by Type and County October 1, 2020 – October 31, 2020

Coalition staff complete technical assistance (TA) on a variety of topics using one of four methods. Email, On-Site, Phone Call, In Person (Zoom, etc). The following table shows unique instances of TA by type and county.

County	Email	On-Site	Phone Call	Grand Total
Bay	64	7	82	153
Calhoun	2	0	2	4
Franklin		0	2	2
Gulf	1	0	0	1
Holmes	1	3	4	8
Jackson	10	6	23	39
Washington	4	4	13	21
Grand Total	82	20	126	228

5.6.1.2. Technical Assistance Contacts by Reason for Contact
October 1-October 31, 2020

Coalition staff complete technical assistance (TA) on a variety of topics. The following table shows unique instances of TA by topic.

Reason for Contact	Total
97IAS Child Assessment B-3	17
97ICS Developmental Screening Child Age B-3	59
97INT Specific to Children B-3	5
97QAS Child Assessment 3-5	25
97QCS Developmental Screening Child Age 3-5	41
97QIN Inclusion 3-5:D	3
97QIN Inclusion 3-5:SE	2
97QIN Inclusion B-3:D	1
97QIN Inclusion B-3:SE	4
97QPD Professional Development	3
97QTA General to Providers	8
97QVP VPK LPP	28
Provider Support	32
Grand Total	228

5.6.1.3. Warmline Calls
October 1-October 31, 2020

Coalition Inclusion staff complete Warmline requests for additional support regarding child development and behavior. The following table shows individual requests for assistance by county where child is enrolled for child care. Warmline services are available for all children regardless of their School Readiness status.

County	Total
Bay	10
Jackson	4
Washington	3
Grand Total	17

5.6.1.4. CSAM Results
October 1-October 31, 2020

At the Children Services Action Meeting (CSAM) completed Ages and Stages Questionnaires (ASQ) are reviewed to determine if additional developmental screenings, assessments or support is necessary to help support a child's development. ASQ's are completed by the parent or the primary care giver (teacher) within the first 30 days of being in a child care program. After the

initial completion, ASQ's are completed annually during the child's birth month.

CSAM Results	Total
30-day Monitoring	102
No Action Required	4
Referred to Warmline	3
Grand Total	109

5.7. Media Coverage/Activity/Events

October 2020

Facebook	38	Share pertinent information, available community resources and various educational activities with families across Northwest Florida.	6076
Twitter	1	Share information and resources with families across Northwest Florida.	48
Instagram	17	Share information and resources with families across Northwest Florida.	279
Constant Contact - Family Ties Newsletter	1	Provide resources, educational materials, and activities to families across Northwest Florida on a monthly basis.	3534
Constant Contact - Teacher Newsletter	1	Provide resources, educational materials, and activities to early learning educators across Northwest Florida on a monthly basis.	239
Constant Contact - Provider Newsletter	1	Provide resources, educational materials, and classroom activities to all contracted providers across Northwest Florida on a monthly basis.	152
Constant Contact - Special Blasts	4	Inform providers of grant opportunities, small business loans, and COVID-19 updates on an as needed basis.	116
OK Announcement - WMBB	10-09-20	https://www.facebook.com/watch/?v=1229931517367684	
OK Announcement - WJHG	10-09-20	https://www.facebook.com/watch/?v=3561627023888439	
OK Announcement - PC News Herald	10-09-20	https://www.facebook.com/watch/?v=788531358605778	
OK Announcement - Gov Office	10-09-20	https://t.e2ma.net/webview/4kez6e/687c850e255155fc9d52492af37d1815	
OK Announcement - Capital Soup	10-09-20	https://capitalsoup.com/2020/10/09/first-lady-casey-desantis-announces-5-2-million-grant-to-rebuild-pre-school-facilities-expand-mental-health-services-in-hurricane-michael-impacted-counties/	
OK Announcement - FL Politics	10-09-20	https://floridapolitics.com/archives/373335-gov-desantis-first-lady-announces-5-2m-childcare-services-grant-at-confluence-of-michael-pandemic	
WMBB Before Announcement	10-09-20	https://www.mypanhandle.com/news/watch-live-gov-ron-desantis-speaks-in-panama-city/	
WFLX	10-09-20	https://www.wflx.com/2020/10/09/florida-pledges-million-mental-health-services-children/	
Panama City News Herald	10-09-20	https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.newsherald.com%2Fstory%2Fnews%2F2020%2F10%2F09%2Fcasey-desantis-unveils-panama-city-5-2-m-grant-early-child-care%2F5935435002%2F&data=02%7C01%7Ctevis.page%40elcnwf.org%7Cb8eaa28522284d196eec08d86eb4a014%7Cec11945a3eac4cbfaae8d8ea70e27173%7C0%7C0%7C637381069365459178&sdata=LdP2NdKr9Xdct2vAYGtW7mB2URISZBQQoN3Ji93bvk%3D&reserved=0	
WJHG	10-09-20	https://www.wjhg.com/2020/10/10/floridas-first-lady-makes-early-childhood-learning-announcement-in-panama-city/	
NBC Miami	10-09-20	https://www.nbcmiami.com/news/local/florida-gov-ron-desantis-first-lady-casey-desantis-holding-news-conference/2304843/	
Worth Reading Weekly: 10-16-20	10/16/2020	First Lady Casey DeSantis Visits Panama City, Announces \$5.2m Grant For Early Child Care	
My Panhandle	10/16/2020	Governor and First Lady announce \$5.2 million for panhandle children and mental health	
WJHG - CBS	10/21/2020	https://www.wjhg.com/2020/10/22/bay-countys-child-care-shortage/	
Fall on the Coast - Community Event	10/17/2020	Distribute community resources, FKC, SR, VPK, HMG, and CCRR information.	250
Trunk or Treat - Community Event	10/24/2020	Event was cancelled. Shared information and community resources with other present vendors.	10
Ghost on the Coast - Community Event	10/31/2020	Distribute community resources, FKC, SR, VPK, HMG, and CCRR information.	750

November 2020

Facebook	58	Share pertinent information, available community resources and various educational activities with families across Northwest Florida.	7515
Twitter	0	Share information and resources with families across Northwest Florida.	0
Instagram	7	Share information and resources with families across Northwest Florida.	135
Constant Contact - Family Ties Newsletter	11-06-20	Provide resources, educational materials, and activities to families across Northwest Florida on a monthly basis.	3526
Constant Contact - Teacher Newsletter	11-02-20	Provide resources, educational materials, and activities to early learning educators across Northwest Florida on a monthly basis.	239
Constant Contact - Provider Newsletter	10/28/2020	Provide resources, educational materials, and classroom activities to all contracted providers across Northwest Florida on a monthly basis.	116
Constant Contact - Special Blasts	--	Inform providers of grant opportunities, small business loans, and COVID-19 updates on an as needed basis.	164
WMBB News 13 - Mental Health story - OK	11/24/2020	https://www.mypanhandle.com/news/bay-county/when-hurricane-michael-pummeled-bay-county-it-left-behind-more-than-damaged-homes/	broadcast and online
Community Event - Coastal Social	11-12-20	Exchange information with local community members; explaining current and upcoming ELC programs.	200
Volunteer Event - Idea Camp	11/18/2020	Exchange information with local community members while volunteering to package safe sleep kits with Gulf Coast Childrens Advocacy Center	100
News Herald - CARES ACT FUNDING ANNOUNCEMENT	11-09-20	https://www.newsherald.com/story/news/2020/11/09/bay-county-florida-nonprofits-getting-5-million-covid-19-aid/6188084002/	broadcast and online
News Herald - Can't Never Could - SG book review	11/20/2020	https://www.newsherald.com/story/entertainment/2020/11/20/sabis-tons-new-book-kids-inspired-true-story/6221113002/	broadcast and online

5.8. Current Enrollment Numbers

5.8.1. School Readiness children enrolled by age and county as of November 30, 2020

Age	Bay	Calhoun	Franklin	Gulf	Holmes	Jackson	Washington	Grand Total
Infant	71	2	0	0	2	22	14	111
Ones	191	13	2	0	16	71	24	317
Twos	228	9	4	1	22	84	35	383
Threes	244	12	4	2	37	116	43	458
Fours	207	14	2	0	20	93	33	369
Fives	36	0	0	1	6	14	5	62
School Age	284	20	7	0	47	175	63	596
Special Needs	0	0	0	0	0	0	0	0
total	1261	70	19	4	150	575	217	2296

5.8.2. School Readiness children on wait list by age and county as of November 30, 2020.

Age	Bay	Calhoun	Franklin	Gulf	Holmes	Jackson	Washington	Grand Total
Infant	30	6	0	3	2	13	5	59
Ones	43	2	0	0	2	9	5	61
Twos	38	4	1	0	4	12	8	67
Threes	25	2	1	1	5	11	5	50
Fours	16	3	0	0	0	10	3	32
Fives	32	0	0	0	2	5	2	41
School Age	120	5	0	0	9	41	19	194
total	304	22	2	4	24	101	47	504

5.8.3. VPK children enrolled by provider type and county as of November 30, 2020.

Type	Bay	Calhoun	Franklin	Gulf	Holmes	Jackson	Washington	Grand Total
School Based	424	22	18	36	83	171	87	841
Non-School Based	348	21	24	0	39	85	26	543
total	772	43	42	36	122	256	113	1384

5.9. Coalition Fraud Updates

The Coalition has no new updates.

5.10 Additional Updates

The Coalition received an additional \$276,954.43 in DRG funding. Coalition staff is working with OEL to determine the best use of the additional funds.

6. DEPARTMENT OF CHILDREN AND FAMILIES REPORT

Miatta Jalaber presented an update on DCF's electronic filing efforts, continuation of remote licensing inspections, reminder to providers of DCF's two different PO Boxes – one for applications and one for payments, and thanked providers for following their process for reporting COVID-19 cases to DCF and DOH.

7. PUBLIC COMMENT

None

8. NEXT MEETING: February 10, 2021

9. ADJOURNMENT- 11:40 am