



## March 9, 2022 Board Minutes

**Date:** March 9, 2022

**Location:** Zoom/Telephone Call-in Meeting

**Minutes Taken By:** Suzan Gage

**Time:** Meeting called to order at 11:00 am CT

**ELCNWF Staff members present:** Suzan Gage, Executive Director; Matt Bonner, Administrative Director; Ken Whittaker, Operations Director; Sam Sweazy, Finance Director; Donna Carnley, Children’s Services Director

**Guests present:** Jon Duffy and Kelsie Burke – Moss, Krusick, and Associates

**Full Board:**  Yes  No Quorum: Yes In attendance: 15/22 (prior to voting of new members)

**Executive Comm.**  Yes  No

**Roll Call to Include Board Members on Zoom/Telephone:** Yes

Executive Committee	First Name	Last Name	Present	Present Via Phone/Zoom	Excused Absence	Unexcused Absence
●	Tony	Bennett			1	
	Rachel	Chima			1	
	Traci	Corbin		1		
	Sharon	Gaskin		1		
	Zach	Gilmore		1		
	Kenny	Griffin		1		
●	Tiffani	Hinds		1		
	Jeanne	Hitchcock		1		
	Miatta	Jalaber		1		
	Liz	Lentz			1	
	Gina	McAllister			1	
●	Jon	McFatter (P)	1			
	Mary	McKenzie		1		
●	Juliana	Melara		1		
	Johanna	Plummer			1	
●	Renaee	Rountree		1		
	Joseph	Seabrook		1		
	Parnell	Smith			1	
●	Jerry	Sowell		1		
	Joe	Taylor		1		
	Richard	Williams			1	
●	Myrtis	Wynn		1		
		<b>Total</b>	<b>1</b>	<b>14</b>	<b>7</b>	

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 compares the previous month.

School Readiness		
	December 2021	January 2022
<u>School Readiness</u>	SR Slot Dollars \$1,174,765	SR Slot Dollars \$1,105,664
Payments to Child Care Providers for Direct Services (Slots)	Children Paid – 2,240	Children Paid – 2,382
VOLUNTARY PREKINDERGARTEN		
	December 2021	January 2022
<u>VPK Program</u>	VPK Payments \$484,136	VPK Payments \$496,280
Payments to Child Care for VPK services	Children Paid- 2,324	Children Paid- 2,301

1. CALL TO ORDER AND INTRODUCTION OF MEMBERS, GUESTS, AND STAFF – Jon McFatter

2. APPROVAL OF MEETING AGENDA – Jon McFatter

*VOTE NEEDED: To approve the meeting agenda as amended to include the FY23 Sliding Fee Scale.*

Motion: To approve the meeting agenda as amended to include the FY23 Sliding Fee Scale.

Motion By: Jerry Sowell

Motion Seconded By: Mary McKenzie

Member/s Recusing from Vote: No

The motion carried.

3. ADOPTION OF CONSENT AGENDA ITEMS – Jon McFatter

3.1. Minutes: Board Meeting February 9, 2022 *(See minutes)*

3.2. Credit Card Transaction Report: January 2022 *(See credit card statements)*

3.3. Revenue and Expenditures *(See R&E through 1.31.2022)*

3.4. Disbursement Policy *(See Disbursement Policy)*

3.5. Articles of Incorporation Update *(See Articles of Incorporation)*

3.6. Bylaws Update *(See Bylaws)*

*VOTE NEEDED: To approve the consent agenda as presented.*

Motion: To approve the consent agenda as presented.

Motion By: Jerry Sowell

Motion Seconded By: Sharon Gaskin

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 entire board for information and/or vote, as needed.

4.1.1. *Ad Hoc Committee for PEO Services RFP.*

*The coalition received two proposals for the PEO RFP. Only one proposal met the fatal criteria.*

*The ad hoc committee will be tasked with negotiating the best rate for the Coalition.*

*NO VOTE NEEDED: Information only*

4.1.2 *FY23 Sliding Fee Scale*

*DEL released the FY23 sliding fee scale after the board meeting packet was sent to the Board. DEL requires approval of the sliding fee scale by the Board and to be submitted as a School Readiness Plan amendment no later than April 1, 2022. The Executive Director is recommending no change to the parent copayments as shown on the proposed FY23 sliding fee scale.*

*VOTE NEEDED: To approve the FY23 Sliding Fee Scale as presented with no change to parent copayments.*

Motion: To approve the FY23 Sliding Fee Scale as presented with no change to the parent copayments.

Motion By: Renae Rountree

Motion Seconded By: Jeannie Hitchcock

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 entire board for information and/or vote, as needed.

4.2.1. *Audit Presentation-Moss, Krusick, and Associates*

*A representative from MKA presented results for FY 2021 Financial audit. (See FY 2021 Audit)*

*VOTE NEEDED: To approve FY2021 Audit as presented.*

Motion: To approve the FY2021 Audit as presented.

Motion By: Jerry Sowell

Motion Seconded By: Joe Taylor

Member/s Recusing from Vote: No

The motion carried.

#### 4.2.2. Current Expenditures

##### 4.2.1.1. School Readiness

Following the board's direction in February, staff continue to enroll children following DEL'S instructions, and keep the waitlist at a minimum. We have not been awarded an updated NOA to date, but DEL assured us that we would receive additional dollars to cover the shortage.

*NO VOTE NEEDED: Information only*

##### 4.2.1.2. Disaster Recovery Grant (Operation Kaleidoscope)

Coalition and DEL staff continue to communicate with the federal government to secure the grant extension.

*NO VOTE NEEDED: Information only*

#### 4.3. Policy and Personnel Committee-

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

*No new information*

#### 4.4. Education and Program-

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

*No new information*

### 5. EXECUTIVE DIRECTOR'S REPORT

#### 5.1. Organization Update

##### 5.1.1. ARPA Stabilization Funds

The Coalition received a portion of their ARPA stabilization funds (10 million) and is working with providers to collect and approve applications in order to release funding.

##### 5.1.2. Accountability Review

The Division of Early Learning (DEL) will commence an accountability monitoring review of our coalition for fiscal year 2021-2022. The review begins on Monday, April 11, 2022 and includes Voluntary Prekindergarten (VPK) and School Readiness (SR) child eligibility and payment validation, VPK provider eligibility, data accuracy (DA), educational services delivery (ESD), coalition governance (CG), operations and program management (OPM) and child care resource and referral (CCR&R). The eligibility review sample period will be June, November & December 2021. The programmatic review period will be July 1, 2020 – April 30, 2022.

##### 5.1.3. Legislative Update

Legislative session is almost over. The coalition is watching with keen interest a few bills that could possibly impact the funding formula used to calculate our annual SR allocation.

Additional information will be provided as it is made available.

##### 5.1.4. New Board Member Orientation following today's board meeting

- 5.2. Quality Services Service Numbers (*See Quality Services, Service Numbers February 2022*)
- 5.3. Media Coverage/Activity/Events (*See Media Coverage February 2022*)
- 5.4. School Readiness and VPK Enrollment Numbers and SR Waitlist (*See School Readiness and VPK Service Numbers and SR Waitlist through February 28, 2022*)
- 5.5. Help Me Grow Service Numbers (*See Monthly HMG Data Snapshot January 2022*)
- 5.6. Child Care Resource and Referral Numbers (*See CCRR February 2022*)
- 5.7. Coalition Fraud Update -All open fraud cases are resolved. No follow-up actions are necessary.
- 5.8. Internal Monitoring  
The Coalition completed internal monitoring in Coalition Governance. (*See Internal Monitoring Report*)
6. DEPARTMENT OF CHILDREN AND FAMILIES REPORT  
No report provided.
7. PUBLIC COMMENT  
No public comments were made.
8. NEXT MEETING: April 13, 2022
9. ADJOURN – 11:35 am CT