



November 8, 2023 Board Minutes

Date: November 8, 2023

Location: Zoom/Telephone Call-in Meeting

Minutes Taken By: Tracey Long

Time: Meeting called to order at 11:01 am CDT by John McFatter

ELCNWF Staff members present in person: Suzan Gage, Executive Director, Matt Bonner

ELCNWF Staff present via Phone/Zoom: Sam Sweazy, Finance Director; Ken Whittaker, Operations Director; Lindsay Holmes, Education Services Director; Chelsea Ranew, Procurement and Grants Manager; Tracey Long, Administrative Support Specialist

Guests present: None

Full Board: Yes No Quorum: Yes In attendance: 15/21

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	
●	Irvin	Clark		1		
●	Sharon	Gaskin		1		
└ ●	Zach	Gilmore		1		
	Kenny	Griffin			1	
●	Tiffani	Hinds		1		
	Jeanne	Hitchcock			1	
●	Miatta	Jalaber		1		
	Missy	Lee			1	
	Gina	McAllister			1	
●	Jon	McFatter (P)		1		
●	Mary	McKenzie		1		
	Juliana	Melara			1	
●	Johanna	Plummer		1		
●	Renae	Rountree		1		
●	Joe	Seabrook		1		
●	Joe	Taylor		1		

	Richard	Williams			1	
●	Myrtis	Wynn		1		
		Total	0	14	7	

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		
	August 2023	September 2023
<u>School Readiness</u>	SR Slot Dollars \$1,358,548	SR Slot Dollars \$1,120,499
Payments to Child Care Providers for Direct Services (Slots)	Children Paid – 2,549	Children Paid – 2,254
VOLUNTARY PREKINDERGARTEN		
	August 2023	August 2023
<u>VPK Program</u>	VPK Payments \$350,814	VPK Payments \$492,609
Payments to Child Care for VPK services	Children Paid- 1,526	Children Paid- 1586

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: Miatta Jalabar moved to approve the meeting agenda as presented

Seconded by Zack Gilmore

Motion carried unanimously with no members recusing from vote.

3. ADOPTION OF CONSENT AGENDA ITEMS – Jon McFatter

3.1. Minutes: Board Meeting October 11, 2023 (See *DRAFT Minutes*)

3.2. Credit Card Transaction Report (See *Regions Credit Card Analysis & Statement September 2023*)

VOTE NEEDED: Approve the consent agenda as presented.

MOTION: Dr. Irvin Clark moved to approve the consent agenda as presented

Seconded by Miatta Jalabar

Motion carried unanimously with no members recusing from vote.

4. COMMITTEE/FULL BOARD REPORTS – Jon McFatter

4.1. Executive Committee- Jon McFatter

4.1.1 RFP 2023-05 Mental Health Therapy, Training, and Consultation

This RFP was recently released to identify qualified vendors to provide direct mental health support to children, families, teachers, and providers under the ARPA Discretionary grant program. One response was received from The Legacy House and was reviewed for accuracy and completeness of the required documents outlined in the proposal and it was acceptable. Coalition staff recommends awarding the contract to The Legacy House and finalize the scope at the time of contract negotiation.

VOTE NEEDED: Approve the award to The Legacy House as recommended.

MOTION: Joe Taylor moved to approve the award to The Legacy House as recommended.

Seconded by Zack Gilmore

Motion carried unanimously with no members recusing from vote.

4.1.2 RFP 2023-06 Behavioral Health Therapy, Training, and Consultation

This RFP was recently released to identify qualified vendors to provide direct behavioral health support to children, families, teachers, and providers under the ARPA Discretionary grant program. One response was received from FirstDay Learning, Inc. and was reviewed for accuracy and completeness of the required documents outlined in the proposal and it was acceptable. Coalition staff recommends awarding the contract to FirstDay Learning, Inc. and finalize the scope at the time of contract negotiation.

VOTE NEEDED: Approve the award to FirstDay Learning, Inc. as recommended.

MOTION: Mary McKenzie moved to approve the award to FirstDay Learning, Inc. as recommended.

Seconded by Miatta Jalabar

Motion carried unanimously with no members recusing from vote.

4.2. Finance Committee – Tiffani Hinds

4.2.1. No report

4.3. Policy and Personnel Committee- Mary McKenzie

4.3.1. No report

4.4. Education and Program Committee- Suzan Gage

4.4.1 No report

5. EXECUTIVE DIRECTOR'S REPORT

5.1. Organization Update

5.1.1. SR Enrollment Strategy Due to Reduced Funding

Since July 1, 2023, the ELCNWF has only enrolled children in the School Readiness (SR) program from the priority 1 and 2 eligibility categories. The early impact of this decision can be summarized as:

	Children on Waitlist	Children No Longer in Services	Dollar Impact
As of October 27, 2023	476 (Birth to 5 years)	478	(\$238,548)

Financial analysis and the impact of this effort will continue to be conducted with results reported each month given additional funding from DEL.

5.1.2. Bay Co. Chamber First Friday Sponsorship

The Coalition sponsored Bay County First Friday on November 3rd. Thank you to all board members who attended. We shared a 3-minute video about the organization and Suzan was able to highlight two concerns currently impacting Bay County families, the availability of childcare and the high cost of care.

5.1.3. Legislative Updates

The 2024 legislative season has begun with interim committee meetings starting in the House the week of September 18th followed by the Senate October 9th. Regular session begins January 9, 2024, with the deadline for filing bills for introduction at 12:00 noon on that day. 279 total bills filed, as of 10/27 with 2 of those bills related to education.

The Executive Director, along with other Coalition staff, attended local legislative delegation meetings in Bay, Calhoun, Holmes, Jackson, and Washington counties during the week of October 2nd to speak to the importance of early learning and the programs we offer that make an impact for families in our communities. Coalition staff also highlighted our priority for this legislative session which is to stabilize funding to ensure continued access for early learning programs, allowing children to learn and parents to work. The proposed solution is to strengthen the existing School Readiness allocation methodology by including the following factors: 1) Use current enrollment, which ensures existing children and families do not lose access to services; 2) Consider unique community needs such as capacity and infrastructure; and 3) Include all eligible population types in funding methodology.

5.2. Service Numbers

5.2.1. School Readiness and VPK Enrollment Numbers and SR Waitlist *(See SR and VPK Enrollment Numbers and SR Waitlist through October 2023)*

5.2.2. Contracted Providers *(See Total VPK Contracted Providers VS. VPK Programs with CLASS Scores as of October 2023)*

5.2.3. Education Services *(See October 2023 Service Numbers for Education Services)*

5.2.4. Media Coverage/Activity/Events *(See October 2023 Media Coverage Activity Events)*

5.2.5. Childcare Resource and Referral Numbers *(See October 2023 Child Care Resource and Referral Service Numbers)*

5.2.6. Help Me Grow Service Numbers *(See Help Me Grow September 2023 Data Snapshot)*

5.2.7. Inclusion/Child Service Numbers *(See October 2023 Service Numbers for Child Services)*

5.2.8. Early Childhood Care Coordination *(See October 2023 Service Numbers)*

5.2.9. Contracted Provider CLASS Scores (See October 2023 Service Numbers)

5.3. Coalition Fraud Update-

The Coalition currently has one (1) suspected fraud case under investigation. The Coalition will share updates with the Board as we receive them.

5.4. Internal Monitoring (*See Internal Monitoring Reports*)

- 5.4.1. SR and VPK Child Eligibility and Data Edit Reports
- 5.4.2. SR and VPK Provider Monitoring
- 5.4.3. Child Development Screening and Intervention Practices
- 5.4.4. Help Me Grow Northwest Florida
- 5.4.5. St. Joe Community Foundation – KPL, Learning Literacy, Access for ALICE

6. DEPARTMENT OF CHILDREN AND FAMILIES REPORT

Miatta Jalaber informed the Board that Hew Reynolds resigned.

7. PUBLIC COMMENT:

Members of the public are allowed up to 3 minutes each to address the board.

Renea Roundtree announced that the family engagement road trip had just left the library and left learning materials and information.

8. NEXT MEETING: January 10, 2024

9. ADJOURNED at 11:18 am by Jon McFatter