



## January 8, 2025 Board Minutes

**Date:** January 8, 2025

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

**Minutes Taken By:** Tracey Edwards

**Time:** Meeting called to order at 11:03 am CST by Chase Christianson

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

**ELCNWF Staff present via Phone/Zoom:** Sam Sweazy, Finance Director; Ken Whitaker, Operations Director; Lindsay Holmes, Education Services Director; Tracey Edwards, HR and Administrative Support Specialist

**Guests present:** Jeff Carter, Board Attorney

**Full Board:**  Yes  No Quorum: Yes In attendance: 15/20

**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	
●	Chase	Christianson		1		
	Traci	Corbin			1	
	Irvin	Clark			1	
●	Sharon	Gaskin		1		
●	Zach	Gilmore		1		
	Kenneth	Griffin			1	
●	Tiffani	Hinds		1		
●	Jeanne	Hitchcock		1		
●	Miatta	Jalaber		1		
●	Missy	Lee		1		
●	Gina	McAllister		1		
	Mary	McKenzie			1	
●	Juliana	Melara		1		
●	Joe	Seabrook		1		
●	Richard	Williams		1		
●	Myrtis	Wynn		1		
●	Erin	Johnson		1		
	Veronica	Watkins			1	
		<b>Total</b>		<b>14</b>	<b>6</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.

<b>SCHOOL READINESS</b>		
	<b>October 2024</b>	<b>November 2024</b>
<u>School Readiness</u> Payments to Child Care Providers for Direct Services (Slots)	SR Slot Dollars – \$1,447,652.62	SR Slot Dollars – \$1,335,634.60
	Children Paid – 2,398	Children Paid – 2,398
<u>VPK Program</u> Payments to Child Care for VPK services	<b>October 2024</b>	<b>November 2024</b>
	VPK Payments – \$569,707.40	VPK Payments – \$398,069.77
	Children Paid – 1,629	Children Paid – 1,614

1. CALL TO ORDER AND INTRODUCTION OF MEMBERS, GUESTS, AND STAFF at 11:03 a.m. CDT by Chase Christianson
2. APPROVAL OF MEETING AGENDA AND CONENT AGENDA – Chase Christianson

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

**MOTION:** Tiffany Hinds moved to approve the meeting agenda as presented.

*Seconded by* Zach Gilmore

*Motion carried unanimously* with no members recusing from vote.

3. COMMITTEE/FULL BOARD REPORTS – Chase Christianson

### 3.1. Executive Committee- Chase Christianson

#### 3.1.1. Advocacy and Lobbying Activities Policy – *Vote needed*

Coalition staff recently received training in advocacy and lobbying activities as part of the Voices for Healthy Kids grant. The training was conducted by Allen Mattison, an attorney with Trister, Ross, Schadler & Gold, PLLC. The training focused on the definitions of direct lobbying and grassroots lobbying, exemptions to and exclusions from these definitions. Allen also shared examples and strategies for utilizing federal and state funds for non-lobbying activities and non-federal and state funds for lobbying activities when it is appropriate for a nonprofit organization to do so. Allen also assisted in developing a policy to help guide the Board and staff on advocacy and lobbying activities. The Executive Director and Coalition staff drafted a policy based on Allen’s recommendations and presented it to the Executive Committee on December 11<sup>th</sup> for approval. The policy is now being presented to the full Board for final approval as recommended by the Executive Committee.

***VOTE NEEDED: To approve the Advocacy and Lobbying Activities Policy as presented.***

**MOTION:** Tony Bennett moved to approve the Advocacy and Lobbying Activities Policy as presented.

***Seconded by*** Jeanne Hitchcock

***Motion carried unanimously*** with no members recusing from vote.

3.1.2. Fiscal Sponsor Opportunities – ***Information Only***

3.1.2.1. Goshen Community Resource and Recovery Center – 32401 Project

The Executive Director and staff have been working with Goshen Community Resource and Recovery Center on their application to Florida’s Ounce of Prevention organization to bring a Florida Children’s Initiative to Bay County, specifically the 16, 17, and 18 census tracts in the 32401-zip code. The proposed initiative would bring needed resources through the coordinated actions of community residents, organizations and agencies, using a collective impact approach to building a cradle to career continuum where children can thrive. The 32401-zip code has a higher percentage of children and families experiencing poverty, limited access to resources, lower incomes, and higher unemployment.

The Coalition has been approached to consider being the fiscal sponsor for the project and the Executive Director and attorney have been researching the pros and cons of this type of engagement.

3.1.2.2. Additional Opportunities

The Coalition may have other funding opportunities as a fiscal sponsor. Information is still being gathered and updates will be shared by the Executive Director at the meeting.

3.1.3. 2024-2025 Legislative Priorities – Information Only

The Chair and Executive Director will give an update on the 2024-2025 legislative priorities for early learning and a brief update on this year’s legislative session

***3.2. Finance Committee – Tiffani Hinds, Treasurer and Committee Chair***

3.2.1. FY25 Audit Update – Information Only

The Coalition is underway with the annual single audit, which is performed by our contracted audit firm Moss, Krusick, and Associates. Since the last report, Coalition staff have completed most of the sample selection testing portion of the audit. We are still waiting to receive the FY24 revenue confirmations from DEL, which should be released to Coalitions in January. We hope to have the audit completed over the next couple of months and present the draft audit report and 990 to the Board for approval by the March board meeting. The Treasurer will continue to report on the progress of the audit to the Board.

***3.3. Policy and Personnel Committee- Joe Seabrook***

3.3.1 No report.

### 3.4. Education and Program Committee- Dr. Irvin Clark

3.4.1. No report.

### 3.5. Development Ad Hoc Committee – Erin Johnson

3.5.1 No Report.

## 4. Executive Director Overview

### 4.1. Organization Update

#### 4.1.1. Prenatal-to-3 Policy Impact Center’s National Gathering

The Executive Director will share an update after returning from the Prenatal-to-3 Policy Impact Center's National Collaborative meeting in Denver, CO in December where she was a member of the Florida state team. A summary of Florida's Progress on the PN3 RoadMap is attached.

#### 4.1.2. FY25 One-Year Plan Mid-Year Report

The Executive Director will share a status report on the Coalition’s FY25 One-Year Plan as part of addressing the community needs assessment goals and outcomes. A copy of the report is included in the board meeting packet.

### 4.2. Monthly Service Numbers

4.2.1. School Readiness and VPK Enrollment Numbers and SR Waitlist *(See SR and VPK Enrollment Numbers and SR Waitlist through November/December 2024)*

4.2.2. Contracted Providers *(See Total VPK Contracted Providers VS. VPK Programs with CLASS Scores as of November/December 2024)*

4.2.3. Education Services *(See November/December 2024 Service and Numbers for Education Services)*

4.2.4. Media Coverage/Activity/Events *(See November/December 2024 Media Coverage.Activity.Events)*

4.2.5. Child Care Resource and Referral Numbers *(See November/December 2024 Childcare Resource and Referral Service Numbers)*

4.2.6. Help Me Grow Service Numbers *(See Help Me Grow October/November 2024 Data Snapshot)*

4.2.7. Inclusion/Child Service Numbers *(See November/December 2024 Service Numbers for Child Services)*

4.2.8. Early Childhood Care Coordination *(See November/December 2024 Service Numbers)*

4.2.9. Contracted Provider CLASS Scores *(See November/December 2024 Service Numbers)*

### 4.3. Coalition Fraud Update

4.3.1. There are no active suspected fraud investigations at this time.

### 4.4. Internal Monitoring *(See Internal Monitoring Reports)*

4.4.1. No Report

## 5. DEPARTMENT OF CHILDREN AND FAMILIES REPORT

6. **PUBLIC COMMENT:** Members of the public are allowed up to 3 minutes each to address the board.

7. **NEXT MEETING:** February 12, 2025

8. **ADJOURN:** Meeting was adjourned at 11:16 a.m.