



September 10, 2025 Board Minutes

Date: September 10, 2025

Location: Zoom/Telephone Call-in Meeting

Minutes Taken By: Tracey Edwards

Time: Meeting called to order at 11:05 am CST by Tony Bennett, Vice Chair

ELCNWF Staff members present in person: Matt Bonner, Administrative Director; Sam Sweazy, Finance Director; Tracey Edwards, HR and Administrative Support Specialist

ELCNWF Staff present via Phone/Zoom: Lindsay Holmes, Education Services Directors; Ken Whitaker, Operations Director; Tami Valdez, Community Impact Director; Priscilla Greco, Staff Accountant; Felecia Dorchuck; Accounts Receivable Specialist

Guests present: Jeff Carter, Board Attorney;

Full Board: ☒ Yes ☐ No Quorum: Yes In attendance: 15/24

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	
●	Irvin	Clark		1		
	Doug	Crosby			1	
	Sharon	Gaskin		1		
	Zach	Gilmore			1	
	Kenneth	Griffin		1		
●	Tiffani	Hinds			1	
	Jeanne	Hitchcock		1		
	Miatta	Jalaber			1	
	Erin	Johnson		1		
	Missy	Lee		1		
	Gina	McAllister			1	
	Mary	McKenzie		1		
	Juliana	Melara		1		
	Crista	Miller		1		
	Sarah	Quantara		1		
	Thomas	Register		1		
●	Joe	Seabrook		1		
	Joseph	Taylor		1		

	Richard	Williams			1	
●	Myrtis	Wynn			1	
	Veronica	Watkins			1	
		Total		15	9	

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		
	June 2025	July 2025
<u>School Readiness</u> Payments to Child Care Providers for Direct Services (Slots)	SR Slot Dollars – \$1,259,181.71	SR Slot Dollars – \$1,458,891.26
	Children Paid – 2,532	Children Paid – 2,414
VOLUNTARY PREKINDERGARTEN		
<u>VPK Program</u> Payments to Child Care for VPK services	June 2025 (VPK Summer Only)	July 2025 (VPK Summer Only)
	VPK Payments – \$26,757.78	VPK Payments – \$29,951.10
	Children Paid – 38	Children Paid – 38

1. CALL TO ORDER AND INTRODUCTION OF MEMBERS, GUESTS, AND STAFF at 11:05 a.m. CDT by Tony Bennett
2. APPROVAL OF MEETING AGENDA AND CONSENT AGENDA – Tony Bennett

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

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

Seconded by Mary McKenzie

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. No report.

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

3.2.1. FY26 Budget Amendments – *Voted Needed*

ELCNWF received a revised Notice of Award (NOA) from DEL with additional School Readiness funding. A copy of the revised budget is included in the board meeting packet and highlights of the revised budget include:

1. An additional \$2.47 million in School Readiness funding
2. Majority of additional funding is allocated to School Readiness direct services and program expenses to support providers and families.
3. Additional funding allows ELCNWF to fill select vacant positions.

VOTE NEEDED: To approve FY26 Budget Amendments as presented.

MOTION: Dr. Irvin Clark moved to approve FY26 Budget Amendments as presented.

Seconded by Joseph Taylor

Motion carried unanimously with no members recusing from vote.

3.2.2. FY25 DEL Fiscal Monitoring Report – *Information Only*

ELCNWF received the final report for the FY25 DEL fiscal monitoring conducted by one of its contacted monitoring firms, Thomas Howell Furgison (THF). THF performed financial monitoring of DEL ARPA Discretionary Funds issued under CFDA 93.575—the Child Care and Development Fund (CCDF) based on the testing procedures approved by DEL. The results include no findings and three (3) observations. A copy of the report has been included in the board meeting packet for the Board’s review.

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. Top 20 for 20 Years Campaign – Information Only

This year, ELCNWF proudly celebrates 20 years of serving children, families, and early learning providers across our region. To honor this milestone, we launched a special campaign: “Top 20 for 20 Years”. We are seeking 20 generous sponsors to each contribute \$1,000 in support of this campaign. ELCNWF sent invitations to approximately 30 individuals and businesses who have been long-time partners and supports and have received four donations of \$1,000 each so far.

As a “Top 20” sponsor, donors will receive:

- Recognition in our 20th Anniversary events and communications
- Logo placement on promotional materials and social media
- Acknowledgment in our annual report and on our website
- Opportunities to connect with our network of families, providers, and community partners

If you or someone you know may be interested in joining the campaign, please contact Tami Valdez at tami.valdez@elcnwf.org or by visiting our giving page at Top 20 for 20 Years.

4. Executive Director Overview

4.1. Organization Update

4.1.1. DEL Updates

The Executive Direction will provide updates at the board meeting.

4.1.2. Organization and Community Engagements

8/11 Representative Shane Abbott
8/14 Bay Solutions
8/18 Senator Jay Trumbull
8/20 Check Presentation to Matchbox in Apalachicola (Franklin County)
8/21 Bay County Chamber Board of Directors
8/22 Florida Prenatal-3 Power Share Group with VFHK
8/27 Annual Staff Meeting
8/28 NCIT meeting with Former Speaker of the House Chris Sprowls
9/4 Bay EDA meet and greet gathering for new business
9/5 Bay District Schools VPK Presentation Cedar Grove Elementary School with Mark McQueen

4.1.3. August Dashboard

Coalition staff have created a new monthly dashboard to review and highlight certain monthly services by each department. A copy of the August dashboard has been included in the board meeting packet for the Board's review.

4.2. Monthly Service Numbers (August 2025)

- 4.2.1. School Readiness and VPK Enrollment Numbers and SR Waitlist (*See SR and VPK Enrollment Numbers and SR Waitlist Report*)
- 4.2.2. Contracted Providers (*See Total VPK Contracted Providers VS. VPK Programs with CLASS Scores Report*)
- 4.2.3. Education Services (*See Service and Numbers for Education Services Report*)
- 4.2.4. Media Coverage/Activity/Events (*See Media Coverage.Activity.Events Report*)
- 4.2.5. Child Care Resource and Referral Numbers (*See Childcare Resource and Referral Service Numbers Report*)
- 4.2.6. Help Me Grow Service Numbers (*See Help Me Grow Data Reports*)
- 4.2.7. Inclusion/Child Service Numbers (*See Numbers for Child Services Report*)
- 4.2.8. Early Childhood Care Coordination (*See Service Numbers Report*)
- 4.2.9. Contracted Provider CLASS Scores (*See Service Numbers Report*)

4.3. Coalition Fraud Update

- 4.3.1. ELCNWF staff have referred one School Readiness recipient case to DEL and the Bureau of Public Assistance Fraud (BPAF). The case is currently under review with BPAF with a pending assignment status. The Executive Director will continue to provide updates on this case and any new cases at upcoming board meetings.

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

- 4.4.1. SR and VPK Eligibility Monitoring Report
- 4.4.2. SR and VPK Provider Monitoring Report

5. DEPARTMENT OF CHILDREN AND FAMILIES REPORT

No report

6. **PUBLIC COMMENT:** Members of the public are allowed up to 3 minutes each to address the board.
Mary McKenzie asked if the Coalition saw any grants for provider staff incentives this year. Suzan Gage responded that it is something that the Coalition is looking into with the Education Services Team.
7. **NEXT MEETING:** October 8, 2025
8. **ADJOURN:** Meeting was adjourned at 11:24 a.m.