



The Coalition's Mission is to provide leadership and advocacy that builds a community where all children are prepared for success in school

Special Called Executive Committee Meeting

Thursday, March 31, 2011

4:00pm to 4:30pm

Early Learning Coalition of the Big Bend Region

Northwood Centre, 1940 North Monroe Street, Suite 70, Tallahassee, FL 32303

Committee Members Present:

Larry DiPietro, Chair
Rodney Reams
Bob Gabordi
Dr. Elsie Burton

Staff Present:

Megan Gocs, Executive Assistant
Kathy Hayes, Director of Quality Assurance and
Accountability

Committee Members Absent:

Linda Nelson
Kim Kelling Engstrom

Guests Present:

n/a

1. Welcome and Roll Call

Larry DiPietro, Chair, welcomed committee members and staff. Roll call was taken and quorum was established at 4:00pm.

2. Approval of Agenda

The motion to approve the agenda for this meeting was made by Dr. Elsie Burton. This motion was seconded by Rodney Reams. This motion was approved.

3. Approval of Minutes for February 22, 2011

The motion to approve the minutes for the Executive Committee Meeting of February 22, 2011 was made by Bob Gabordi. This motion was seconded by Rodney R. This motion was approved.

4. Public Comment

There was no public comment.

5. Action Items

a. Approval of Contract Enforcement Policy

Staff are currently in the process of reviewing all Coalition policies and procedures. Currently there is no policy that addresses providers that are out of compliance with their School Readiness Provider Network Contract, or their Voluntary Prekindergarten Contract.

On March 4, 2011, the Program Policy and Strategy Committee were presented with a draft of a Contract Enforcement Policy. Upon review, the committee had several concerns regarding the draft of the policy. Staff have since met with Board Counsel and have revised the draft policy to reflect the committee's concerns and suggestions. On March 30, 2011, the Program Policy and Strategy Committee were presented with the revised policy. The committee approved this policy and has recommended it for Board approval. This policy outlines the Coalition's policy regarding handling of provider contract non-compliance issues.

Elsie B. informed the committee that the final draft of this policy is the result of the culmination of three Program Policy and Strategy Committee Meetings.

The committee discussed how non-compliance issues would be dealt with. Kathy Hayes provided the committee with explanation oh how staff would respond to acts of non-compliance going forward. The Provider Network Team will track instances of non-compliance and how they were dealt with by the Coalition. This will ensure that staff respond to instances of non-compliance in a consistent manner. This information can also be made available to the committee, should they request to see it

The Executive Committee was asked to review this policy and approve it on behalf of the Board. If approved, this policy will be ratified by the Board at their next meeting on June 14, 2011. The motion to approve the Contract Enforcement Policy was made by Elsie B. This motion was seconded by Bob G. This motion was approved.

b. Approval to Rescind Health and Safety (Ratio Violation) Policy

On December 9, 2008, the Board approved that effective January 1, 2009, that any ratio violation and/or capacity violations would result in disallowance of School Readiness payments for all children present at the time of the infraction.

Staff are currently in the process of reviewing all Coalition policies and procedures. On March 30, 2011, the Program Policy and Strategy Committee approved a Contract Enforcement Policy regarding handling of provider non-compliance issues. On March 31, 2011, the Executive Committee was asked to review and approve this policy on behalf of the Board.

Given the Executive Committee approved the Contract Enforcement Policy, there is no longer a need to have a stand alone policy to address ratio violation, as the new Contract Enforcement Policy will address this and various other types of non-compliance issues. On March 30, 2011, the Program Policy and Strategy Committee recommended that this policy be rescinded. The Executive Committee was asked to rescind the Health and Safety (Ratio Violation) Policy on behalf of the Board. If approved this action will be ratified by the Board at their next meeting on June 14, 2011. The motion to rescind the Health and Safety (Ratio Violation) policy was made by Elsie B. This motion was seconded by Bob G. This motion was approved.

6. Action Item

a. Approval of New Board Member – Bryan Desloge

Per the Bylaws, the Board of Directors of the Early Learning Coalition of the Big Bend Region (ELC) includes private sector membership. Bryan Desloge, the President of Desloge Home Oxygen and Medical Equipment in Leon County, has indicated an

interest in serving on the Board of Directors in a private sector seat. If approved, Mr. Desloge's term of membership would be four years.

The committee discussed whether having Bryan Desloge on the Board of Directors might cause a conflict of interest, as he also serves as a County Commissioner. The committee asked staff to consult with Board Counsel on this.

The Executive Committee was asked to approve Mr. Desloge as a board member on the Board of Directors of the ELC. The motion to approve Bryan Desloge as a new board member on the ELC's Board of Directors pending Board Counsel's support was made by Bob G. This motion was seconded by Elsie B. This motion was approved.

Meeting adjourned at 4:27pm.

Minutes recorded by: _____
Megan Gocs, Executive Assistant

Full Committee Approval Date: _____

Committee Chair's Initials: _____

Board Secretary Initials: _____

DRAFT

A digital recording of this meeting is available at the office of the Early Learning Coalition of the Big Bend Region.