



EARLY LEARNING COALITION OF BREVARD COUNTY, INC.

MINUTES: Board of Directors Meeting

DATE/TIME: Tuesday, February 16, 2021 at 4:00 pm

LOCATION: Early Learning Coalition of Brevard, Conference Room, 2671 w Eau Gallie Blvd. Suite 102, Melbourne FL 32937

MEMBERS PRESENT: Alan Bergman, Khaled Jarrah, Caitlin Rice, Bill Drexler, Dee Helbig, Don Lusk, Patrick Culhane, Natalie Jackson (TEAMS), Olivia Nisip (TEAMS), Terri Barlow (TEAMS), Henry Perez (TEAMS), Robin Buckmaster (TEAMS), Linda Halpin (TEAMS), Althea Puzio (TEAMS)

EXCUSED ABSENT Kelly Shaver (A), Lori Huertas (A), Priscilla DeNino (A), Linda Graham (A), Vince Denato (E)

STAFF PRESENT: Laura Gambino, Jeannie Williams, Marsha Bewersdorf, Jodi Ammons, Harriet Paredes, Eneida Colon, Kristen Johnson, Dennise Milan, Sylvia Thomas

GUEST/PUBLIC: Robert Raines, CEO, United Way

CALLED TO ORDER: Alan Bergman called the meeting to order and quorum was established 4:05 p.m. Pledge of Allegiance took place.

AGENDA ITEM	SUMMARY/DISCUSSION	ACTION/FOLLOW-UP
Mission Moment	Children from Coral Reef (Stack) performed for the Board	No Action
Board Training	<ul style="list-style-type: none"> • Government In the Sunshine Law Training Video 	No Action
Minutes	January 18, 2021 Board of Directors meeting minutes	Don Lusk makes the motion to approve. Caitlin Rice seconded. The motion passed unanimously.
Executive Directors report	Laura Gambino reports: <ul style="list-style-type: none"> • OEL Statewide Targeted Provider Rate Increase approved. Fiscal impact statement and coalition plan amendment documents attached for Board of Directors review and approval. Provider rate increases are effective January 1, 2021 and will be the new base rate amount for new contract year. See attached supporting documents. OEL Provider rate increase • Khaled Jarrah comments that he does not feel this should come before the board for approval. • Khaled Jarrah (Private Provider) and Dee Helbig (Faith Based Provider) abstained from voting (Form 8b signed and on file). 	Henry Perez makes the motion to approve. Patrick Culhane seconded. The motion passed unanimously.

	<ul style="list-style-type: none"> • Legislative Activity – committees meeting and Rep. Randy Fine is Chair for Appropriations for Early Education and PreK-12. Initiated a call with Rep. Fine on February 10th as resource and cultivation outreach. • Finance Updates • Desk Review for expenditures Jan-June received complete and with no findings. Desk Review July-Dec is complete and submitted for review. • OEL Fiscal Monitoring report – waiting for Draft Report for response. • Single Audit process begins with Interim Finance Director in contact with auditors and has submitted initial request for finance statements. • We are in process of termination of a provider with two locations in Merritt Island and Melbourne. The initial meeting is set for January 20th to meet with community licensing team and determine next steps. • 2018-2019 SR Reconciliation and Repayments are beginning to be processed for all providers. Repayment plan submissions to OEL due date extended to March 5th. • United Way grant in process and due February 26th. Brevard county CDBG grant deadline was missed; projected to submit next cycle estimated April-May for 2021-2022 fiscal year. • Smartcare program launch tentative for February 2021. • OEL Phase IV CARES grants paid to all providers December 23rd with a total additional support to providers of \$432,000 • 2018-2019 SR Reconciliation and Repayments. Finalizing the overpayment amounts and negotiating repayment plans and tracking system by February 5th. Updates and repayments are updated to OEL monthly. 	No Action
Finance Report	<p>Interim Finance Director Marsha Bewersdorf went over the earmarks and Budget line items. Marsha pointed out and explained the anomalies.</p> <ul style="list-style-type: none"> • Employment costs are up due to additional background screenings and drug screenings, per OEL request. • Furniture and fixtures are up due to a one time purchase of Melbourne office sign • Telephone expenses are up due to purchasing employee cell phones in the COVID-19 era we are in and will be adjusted within the 2021-2022 budget • Contractor expenses are up due to Consultant Zack H and Marsha B however these costs will be offset by the staff vacancies. 	

Presentation	Robert Raines, CEO, United Way	No Action
Adjourn	The meeting was adjourned at 4:50	Khaled Jarrah motioned for the adjournment of the board meeting. Caitlin Rice seconded the motion. The motion passed unanimously

February 16, 2021, Board minutes were approved at the April 20, 2021 meeting: