



## Early Learning Coalition Of Brevard County, Inc.

Minutes: Board of Directors Meeting  
 Date/Time: Tuesday September 21, 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, Caitlin Rice, Terri Barlow, Dee Helbig, Patrick Culhane, Khaled Jarrah, Phil Scarpelli, Priscilla DeNino, Audrey Wanich, Linda Graham (TEAMS), Linda Halpin, Robin Buckmaster (TEAMS), Henry Perez  
 Excused Absent: Bill Drexler, Don Lusk, Althea Puzio, Vince Donato  
 Staff Present: Laura Gambino, Jeannie Williams, Harriet Paredes, Briana Johnson, Jodi Ammons, Amaris Rosario, Eneida Colon, Provider Services Team  
 Guest/Public: Tina Snyder  
 Called to Order: Alan Bergman called the meeting to order and quorum was established 4:02 p.m. Pledge of Allegiance took place.

Agenda Item	Summary/Discussion	Action/Follow-up
Mission Moment	Harriet Paredes, Director of Provider Services congratulated the whole team on the success of the Provider Services Conference "Renew the Passion". Beth Arthur, Early Intervention Administrator, spoke about the "Pyramid Project"	No Action
Public Comment	Tina Snyder spoke	No Action
Chairman's Update	<p>I am pleased to provide this update from the nominating committee as well as an update on the public records request and Florida Sunshine Law complaint. The nominating committee met on September 13<sup>th</sup> and the committee recommendation is for Board approval of two candidates, Audrey Wanich and Phil Scarpelli. Their bios are listed in the Board packet for your review. In addition, we have a board member retiring effective October 1 and his replacement will begin November 2021.</p> <p>As an update to the excessive public records request complaint sent by the former HR Director to the state, the Division of Early Learning has responded that ELCB has not been noncompliant and there is no basis for complaint from former HR Director.</p> <p>As an update to the complaint filed with the Office of the State Attorney, we have responded to the state attorney regarding an alleged violation of Florida's Sunshine Law. The response was sent on September 8<sup>th</sup> and we have not received a reply.</p> <p>The Division of Early Learning has received an email on behalf of the Board in support of our Executive Director and I would like to</p>	

	remind everyone that the claims and statements from the former HR Director continue to be unsubstantiated and based purely on personal opinion.	
Minutes	June 22, 2021 Board meeting minutes were approved	Caitlin Rice makes the motion to approve. Terri Barlow seconded. The motion passed unanimously.
Nominating Committee	Audrey Wanich Phil Scarpelli	Khaled Jarrah makes a motion to accept the nominating committee's recommendation to welcome Audrey Wanich and Phil Scarpelli to ELC Board of Directors. Priscilla DeNino seconded. The motion passed unanimously
Informational reports	<ul style="list-style-type: none"> <li>• Minutes: Exec/Finance</li> <li>• Finance Report</li> </ul>	No Action
Executive Directors report	<p><b><u>State and Office of Early Learning (OEL) Updates</u></b></p> <p>OEL Executive Director update calls – bi-weekly</p> <ul style="list-style-type: none"> <li>• AELC Board of Directors and Leadership Training Sept 1-2</li> <li>• Florida Chamber of Commerce Business Alliance for Early Learning</li> </ul> <p><b><u>Coalition Update:</u></b></p> <ul style="list-style-type: none"> <li>• OEL additional CARES funding potential (CRRSAA) for Coronavirus Response and Relief Supplemental Appropriations Act and Disaster Relief Teacher Incentives in process. American Rescue Plan (ARP) funding being monitored for statewide award amounts for childcare relief and childcare stabilization assistance with estimated \$1.5 billion being distributed to providers over 2021-2023 time period. <b>ONGOING</b></li> <li>• Executive leadership call with Matt Mears, Chancellor of Early Learning for Department of Education on September 14<sup>th</sup>. Various topics and discussion on the science of learning and investing in qualified trained instructors.</li> <li>• Legislative Activity – House Bill (HB) 419/7011 being developed with focus on VPK accountability, monitoring, CCRR customer service, coalition governance. Statute and Rule final hearings being held October 20<sup>th</sup> in Orlando.</li> <li>• Provider termination update – ELCB has non-contract status due to class 1 violation with a provider due to child fatality; a second provider under consideration for non-contract status for same, review being conducted on September 21 so no determination to date.</li> </ul>	No Action

- Provider Conference was a great success! Over 120 attendees and Provider Services team did an excellent job. Keynote speaker was wildly popular, Brevard Zoo was perfect setting and provider feedback was outstanding!
- Governance and policy review beginning for Board of Directors starting May 2021. As per our OEL grant agreement and in accordance with governance, we will present updated and revised policies over the next few months. Our monitoring and independent reviews have issued findings regarding outdated policies specifically in the finance and human resources areas of operations. UPDATE: HR/Compensation Practices audit ongoing; policy revision recommendations.
- Initial research conducted regarding the ELC Rockledge office lease. Comprehensive cost benefit and operational analysis is being worked on by ELC staff. Initial site visit to all CareerSource locations in Brevard County. Conducted an indoor air quality testing and purchasing air purifiers and repairs for potential mold remediation.
- OEL Time Reporting work group issued guidance related to key #10 highlighted items for Coalitions to incorporate into policy starting July 1. DEL is expected to release statewide guidance and recommendations this month.
- Program Monitoring from DEL begins November 1<sup>st</sup> on-site; Fiscal Monitoring will begin February 14<sup>th</sup>.
- Planning for ELC Brevard Annual Board meeting – October 19<sup>th</sup>. Meeting includes Board and Officer Elections and developing program to include the Business Alliance for Early Learning of the Florida Chamber of Commerce as a guest speaker. In addition, we are developing a Prosperity Brevard project with FCOC Alliance around increasing literacy rates and 100% of Florida's Third Graders are reading project.
- Community Activities and meeting:
  - Sherriff Wayne Ivey agreed to act as community representative for Toy Drive, radio and service announcements for EL, donating toys to drive, host/sponsor/lead a Mayor's Event and lead an event to raise awareness of literacy and community policing.
  - Mayor of Cocoa and City Manager to partner with an Early Learning gala type event
  - Meeting with City Manager City of Palm Bay continuing support
  - United Way Thrive by Five Initiative and Partnership
  - Business Leadership Institute in partnership with Orange county ELC - #5 participants and provider who is serving as a mentor!

Adjourn	The meeting was adjourned at 4:43	Audrey Wanich motioned for the adjournment of the board meeting. Henry Perez seconded the motion. The motion passed unanimously
---------	-----------------------------------	---

September 21, 2021 Board minutes were approved at the October 19, 2021 meeting: