



# EARLY LEARNING COALITION OF BREVARD COUNTY, INC.



**MINUTES:** Executive/Finance Committee Meeting

**DATE/TIME:** Monday, May 14, 2018 at 3:30 pm

**LOCATIONS:** Early Learning Coalition of Brevard County, 2080 Eau Gallie Blvd, Melbourne, FL 32935

**MEMBERS PRESENT:** Alan Bergman, Chairperson, Mark Broms, Treasurer and Jeffrey Harrison, Secretary

**EXCUSED ABSENT MEMBERS:** Beth Mills, Vice Chairperson

**UNEXCUSED ABSENT MEMBERS:** N/A

**STAFF PRESENT:** Sky Beard, Executive Director, Jessica Beecham, Executive Coordinator, Cathie Odom, Director of Business Operations and Tina Snyder, Director of Human Resources

**GUEST/PUBLIC:**

**START TIME:** May 14, 2018 at 3:44 pm

AGENDA ITEM	SUMMARY/DISCUSSION	ACTION/FOLLOW-UP
Approval of meeting minutes	<b>Minutes: April 9, 2018:</b> No changes were made to the meeting minutes.	<b>Jeffrey Harrison motioned for the minutes to be approved. Mark Broms seconded the motion. The motion passed unanimously by all Executive Committee members.</b>
Legislative Update	<p>Sky informed the Committee that there have been many discussions across Coalitions and with OEL regarding the implementation of House Bill 1091. The Committee discussed that CLASS has been identified as the program assessment tool to be utilized statewide. The Coalition is having internal discussions about capacity, staffing and related topics. Providers will be paid according to the CLASS score, but the payment differentials will not occur until July 2019.</p> <p>The Coalition will be scheduling small group discussions with providers to ensure they are aware of the upcoming legislative changes as well as provide an opportunity for them to ask questions. In addition, Coalition staff will provide an overview of the CLASS tool to the Board of Directors at their June meeting.</p>	<b>No Action/Follow-up needed</b>
PTO Payout Policy (Employee Grievance)	Sky informed the Committee that a former employee emailed Jeffrey Harrison and Alan Bergman with a request to have them reconsider a decision pertaining to her Paid Time Off (PTO) payout. The Committee reviewed the resignation policy in the Coalition Employee Handbook (see attached). After much discussion regarding the policy, the role of the Committee and Coalition leadership, they agreed with Sky's previous decision. The Committee agreed to consult with the Coalition's employment attorney for guidance regarding the most appropriate way to respond to the employee's email.	<b>No Action/Follow-up needed</b>

<b>Provider Petition (Rate increase)</b>	<p>The Committee discussed an email that Sky received referencing notification that a group of Brevard County early learning providers had started a petition to obtain a rate increase. Sky requested a meeting with the providers involved in order to have a more in depth conversation regarding the petition and their concerns. (see attached). The meeting occurred on May 4 and clarification was provided about historical rate increases, the role and authority of the Coalition as well as concerns providers had regarding the financial status of their businesses. Sky shared that the topic of provider rate increases was discussed with the board at the April 2018 Board of Directors meeting and further discussion would occur at the May meeting as well. The Providers were encouraged to attend the Board meeting.</p> <p>The Committee reviewed and reviewed current reimbursement rates and after much discussion, the Committee decided to bring the option of a provider rate increase to the full Board of Directors at the May meeting.</p>	
<b>May 21 Board of Directors Meeting</b>	<p>The Committee reviewed the revised sliding fee scale and voted to present the revision to the full Board for approval at the May meeting. The effective date would be July 1, 2018.</p>	<p><b>Mark Broms motioned to bring the revised sliding fee scale to the full Board for approval with an effective date of July 1, 2018. Jeffrey Harrison seconded the motion. The motion passed unanimously by all Executive Committee members.</b></p>
<b>June Executive Committee and BOD Meetings</b>	<p>The Committee discussed the agenda items for the June meetings:</p> <ul style="list-style-type: none"> <li>• FY 18.19 budget will need to be approved</li> <li>• Anti-Fraud Plan will need to be approval</li> <li>• School Readiness priorities could be revisited</li> </ul>	
<b>Public Comment</b>	<p>N/A</p>	<p><b>No Action/Follow-up needed</b></p>
<b>Adjournment</b>	<p>The meeting was adjourned at 5:32 pm</p>	<p><b>Jeffrey Harrison motioned for the adjournment of the Executive/Finance Committee meeting. Mark Broms seconded the motion. The motion passed unanimously by all Board members.</b></p>
<b>Next Meeting</b>	<p>June 11, 2018 at 3:30 pm</p>	

May 2018 Executive/Finance Committee Minutes Approved:

*Respectfully Submitted,*

*Approved*

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Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Executive Coordinator

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Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Executive Director



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## Executive/Finance Committee Meeting

May 14, 2018 3:30 pm

Approval of April 9, 2018 Minutes

Legislative Update

- Program assessment
- Payment differentials
- Increase in federal dollars

PTO Payout Policy (Employee Grievance)

Provider Petition (Rate Increase)

May 21 Board of Directors meeting

- Provider rate increase
- Sliding fee scale

June Executive Committee and Board of Directors meetings

- FY 18.19 budget approval
- Anti-fraud plan approval
- School Readiness priorities

Next Committee meeting: June 11, 2018

LAUNCHING A CHILD'S FUTURE!



## EARLY LEARNING COALITION OF BREVARD COUNTY, INC.



**MINUTES:** Executive/Finance Committee Meeting

**DATE/TIME:** Monday, April 9, 2018 at 3:30 pm

**LOCATIONS:** Early Learning Coalition of Brevard County, 2080 Eau Gallie Blvd, Melbourne, FL 32935

**MEMBERS PRESENT:** Alan Bergman, Chairperson, Beth Mills, Vice Chairperson, Mark Broms, Treasurer and Jeffrey Harrison, Secretary

**EXCUSED ABSENT MEMBERS:** N/A

**UNEXCUSED ABSENT MEMBERS:** N/A

**STAFF PRESENT:** Sky Beard, Executive Director, Cathie Odom, Director of Business Operations and Jessica Beecham, Executive Coordinator

**GUEST/PUBLIC:**

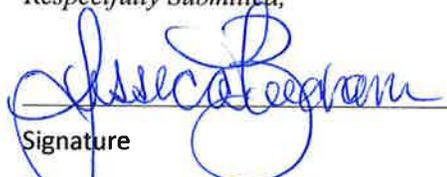
**START TIME:** April 9, 2018 at 3:05 pm

AGENDA ITEM	SUMMARY/DISCUSSION	ACTION/FOLLOW-UP
Approval of meeting minutes	<b>Minutes: February 12, 2018:</b> No changes were made to the meeting minutes.	Beth Mills motioned for the minutes to be approved. Mark Broms seconded the motion. The motion passed unanimously by all Executive Committee members.
Legislative Update	Sky informed the Committee that House Bill 1091 was signed by the Governor. Collaborative discussions about implementation of the bill have already begun between OEL and ELCs. The Committee discussed upcoming Coalition needs and cost of what Bill 1091 brings; however, at this time, there are many unknowns and the Committee will be kept up to date as new information becomes available.	No Action/Follow-up needed
Tax Return Approval	The Committee reviewed the tax return that was prepared by the auditors and reviewed by Coalition staff. Coalition staff submitted one correction to the audit firm. The Committee approved and will recommend approval from the full Board of Directors at their next meeting.	Jeffrey Harrison motioned for the recommendation to the full Board to approve the Form 990. Mark Broms seconded the motion. The motion passed unanimously by all Executive Committee members.
Public Comment	None	No Action/Follow-up needed
Adjournment	The meeting was adjourned at 4:05 pm	Jeffrey Harrison motioned for the adjournment of the Executive/Finance Committee meeting. Beth Mills seconded the motion. The motion passed unanimously by all Board members.

<b>Next Meeting</b>	May 14, 2018 at 3:30 pm	
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April 2018 Executive/Finance Committee Minutes Approved:

*Respectfully Submitted,*

 5/14/18  
Signature Date  
Executive Coordinator

*Approved*

 5/14/18  
Signature Date  
Executive Director

## “Support Brevard’s School Readiness Providers”

*This campaign focuses on the “Increasing need for Quality child care programs, and Staff among ever demanding challenges from different Regulatory Departments and Parents.”*

Childcare is unlike any other service provided in our society. Its inherent nature creates unique challenges that must be met to provide qualitative and efficient services to the community. Though childcare service providers are striving to maintain the quality of service expected of them, the costs for the same have skyrocketed without any increase in the compensation.

Considering recent lowered classroom group sizes, advanced training regulations, curriculum mandates collaborated with pressures to meet Florida’s standards, high parent demands and liability concerns; child care providers *should* be the highest priority for support from our community, especially with the direct impact early learning/school readiness providers have proven to have on our children and future.

While providers are faced with more restrictions, the number of children with challenging behaviors or special medical needs has risen. The Centers for Disease Control and Prevention estimates 1 out of every 5 children has a special healthcare need. Furthermore, 1 out of every 7 children (ages 2 to 8) has a diagnosed mental, behavioral or developmental disorder. Providers are expected to accommodate all children and their needs without *any* outside support.

Over the past ten years, the costs of running a successful facility have increased substantially. Intricate DCF and OEL regulations for childcare providers have become nearly impossible to abide by without an increase in current compensation rates.

According to the latest data, Florida’s minimum wage is \$8.25, up from 2008 rate of \$6.79, **an increase of 21.50%**. According to the U.S. Bureau of Labor Statistics, **food prices are 50.36% higher** compared to 2000. Families of child care workers are **more than twice** as likely to live in poverty as families in other occupations (14.7% compared with 6.7 %.)

Many national chains – have increased their minimum hourly pay to \$10/ 11 this year. Another national chain pledged to raise the minimum wage to \$15 hourly by 2020. Childcare providers must compete with such employers to hire/retain employees, which is virtually impossible at the current rate of compensation for services, paying such wages is not feasible.

Childcare providers are being reimbursed for their **relentless services to the community at rates** last revised in 2008. The average operational payment for an infant for a daycare center in the United States is approximately \$11,666 per year (\$972 a month). **However, providers in Brevard County have not seen *any* increase in reimbursement rates for about ten years.**

**While new background screening policies (at increased costs) and stringent training requirements** cause extensive delays in hiring new staff; providers also struggle to maintain their existing employees due to competitive hourly rates with *less* influential roles (such as retail positions.)

Subsidized care is provided to families as a result of their own individual economic disadvantages. The Early Learning Coalition uses a formula based on their income and circumstances to determine a feasible “parent fee.” Therefore, demanding additional funds directly from the families is not a fair or effective solution.

We urge our Early Learning Coalition to support us with an increase in our present reimbursement rates to meet the increased responsibilities of complying with new rules, regulations, reporting, monitoring, training as well as the overall increase in operating a quality facility.

Our community will risk losing quality early learning environments which will undeniably affect our society and future.





**Florida's Office of Early Learning  
 SLIDING FEE SCHEDULE**

**DAILY FEE**

----- Annual Gross Income - Number of persons in Family -----

Full-Time	Part-Time	FPL as indicated unless exceeds	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1.00	0.50	85% SMI	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5.00	2.50	50%FPL	6,070	8,230	10,390	12,550	14,710	16,870	19,030	21,190	23,350	25,510	27,670	29,830	31,990	34,150	36,310
2.00	1.00		6,071	8,231	10,391	12,551	14,711	16,871	19,031	21,191	23,351	25,511	27,671	29,831	31,991	34,151	36,311
10.00	5.00	75%FPL	9,105	12,345	15,585	18,825	22,065	25,305	28,545	31,785	35,025	38,265	41,505	44,745	47,985	51,225	54,465
3.00	1.50		9,106	12,346	15,586	18,826	22,066	25,306	28,546	31,786	35,026	38,266	41,506	44,746	47,986	51,226	54,466
15.00	7.50		12,139	16,459	20,779	25,099	29,419	33,739	38,059	42,379	46,699	51,019	55,339	59,659	63,979	68,299	72,619
4.00	2.00	FPL	12,140	16,460	20,780	25,100	29,420	33,740	38,060	42,380	46,700	51,020	55,340	59,660	63,980	68,300	72,620
20.00	10.00		14,164	19,204	24,244	29,284	34,324	39,364	44,405	49,445	54,485	59,525	64,565	69,605	74,645	79,686	84,726
5.00	2.50		14,165	19,205	24,245	29,285	34,325	39,365	44,406	49,446	54,486	59,526	64,566	69,606	74,646	79,687	84,727
25.00	12.50	85% SMI	16,187	21,948	27,708	33,468	39,229	44,989	50,749	56,509	62,270	68,030	73,790	79,551	85,311	90,541	92,283
6.00	3.00		16,188	21,949	27,709	33,469	39,230	44,990	50,750	56,510	62,271	68,031	73,791	79,552	85,312	91,072	96,832
30.00	15.00	85% SMI	18,210	24,690	31,170	37,650	44,130	50,610	57,090	63,570	70,050	76,530	83,010	89,490	95,970	102,450	108,930
		150%FPL	18,211	24,691	31,171	37,651	44,131	50,611	57,091	63,571	70,051	76,531	83,011	89,491	95,971	102,451	108,931
6.80	3.40		18,918	25,650	32,381	39,113	45,845	52,577	59,309	66,041	72,773	79,504	86,236	92,968	99,700	106,432	113,164
34.00	17.00	85% SMI	18,919	25,651	32,382	39,114	45,846	52,578	59,310	66,042	72,774	79,505	86,237	92,969	99,701	106,433	113,165
			19,626	26,609	33,593	40,577	47,560	54,544	61,528	68,512	75,495	82,479	89,463	96,446	103,430	110,414	117,397
7.60	3.80		19,627	26,610	33,594	40,578	47,561	54,545	61,529	68,513	75,496	82,480	89,464	96,447	103,431	110,415	117,398
38.00	19.00	85% SMI	20,333	27,569	34,804	42,040	49,276	56,511	63,747	70,982	78,218	85,453	92,689	99,925	107,160	114,396	121,631
			20,334	27,570	34,805	42,041	49,277	56,512	63,748	70,983	78,219	85,454	92,690	99,926	107,161	114,397	121,632
8.40	4.20		21,041	28,528	36,016	43,503	50,991	58,478	65,966	73,453	80,940	88,428	95,915	103,403	110,890	118,378	125,865
42.00	21.00	85% SMI	21,042	28,529	36,017	43,504	50,992	58,479	65,967	73,454	80,941	88,429	95,916	103,404	110,891	118,379	125,866
			21,749	29,488	37,227	44,967	52,706	60,445	68,184	75,924	83,663	91,402	99,142	106,881	114,620	122,359	130,099
10.80	5.40		21,750	29,489	37,228	44,968	52,707	60,446	68,185	75,925	83,664	91,403	99,143	106,882	114,621	122,360	130,100
54.00	27.00	185%FPL	22,459	30,451	38,443	46,435	54,427	62,419	70,411	78,403	86,395	94,387	102,379	110,371	118,363	126,355	134,347
11.00	5.50		22,460	30,452	38,444	46,436	54,428	62,420	70,412	78,404	86,396	94,388	102,380	110,372	118,364	126,356	134,348
55.00	27.50	85% SMI	23,370	31,686	40,002	48,318	56,634	64,950	73,266	81,582	89,898	98,214	106,530	114,846	123,162	131,478	139,794
			23,371	31,687	40,003	48,319	56,635	64,951	73,267	81,583	89,899	98,215	106,531	114,847	123,163	131,479	139,795
11.80	5.90		24,280	32,920	41,560	50,200	58,840	67,480	76,120	84,760	93,400	102,040	110,680	119,320	127,960	136,600	145,240
59.00	29.50	200%FPL	24,281	32,921	41,561	50,201	58,841	67,481	76,121	84,761	93,401	102,041	110,681	119,321	127,961	136,601	145,241
12.00	6.00		26,101	35,389	44,677	53,965	63,253	72,541	81,829	91,117	100,405	109,693	118,981	128,269	137,557	146,845	156,133
60.00	30.00	85% SMI	26,102	35,390	44,678	53,966	63,254	72,542	81,830	91,118	100,406	109,694	118,982	128,270	137,558	146,846	156,134
			27,922	37,858	47,794	57,730	67,666	77,602	87,538	97,474	107,410	117,346	127,282	137,218	147,154	157,090	167,026
12.80	6.40		27,923	37,859	47,795	57,731	67,667	77,603	87,539	97,475	107,411	117,347	127,283	137,219	147,155	157,091	167,027
64.00	32.00	85% SMI	30,181	39,467	48,753	58,039											

Parents receiving hourly care pay up to the part time fee.  
 Note: 10% Parent Fee was calculated using 260 days.  
 Refer to 6M-4.400, F.A.C.

2018 Poverty Level (FPL) effective January 26, 2018  
 LIHEAP IM 2017-03 State Median Income Estimates

Income 85% State Median Income: Upper threshold for eligibility

Please answer the following questions:

- (1) If there is a sibling discount what is the percentage? **50%**
- (2) If any family pays more than 10% of their gross income for child care, please complete and attach the justification form that explains how the fees will not limit parent access **N/A**
- (3) Describe at what points during the year school age schedules are adjusted. For example, beginning of summer, end of summer, spring **Start and end of summer only**