Early Learning Coalition
Of Brevard County, Inc.

Minutes:	Executive/Finance Committee Meeting
Date/Time:	October 23, 2023 at 3:00 p.m.
Location:	2671 W Eau Gallie Blvd Melbourne, FL 32935
Members Present:	Alan Bergman, Caitlin Rice, Terri Barlow, Michael Blake
Absent:	
Guests	
Staff present:	Laura Gambino, Jeannie Williams, Amaris Rosario
Start Time:	3:00 p.m.

Agenda Item	Summary/Discussion	Action/Follow-up
Welcome and Call to Order	Alan Bergman called the meeting to order at 3:05 a.m.	No Action
Approval of Meeting Minutes	September 19, 2023 minutes	Michael Blake motioned to approve the September 19, 2023 minutes. Terri Barlow seconded the motion. The motion passed Unanimously.
CEO/Chief Executive Officer Report	**State Board of Education and Division of Early Learning Updates** • DEL Executive Director update calls – bi-weekly • Association of Early Learning Coalitions (AELC) Boot Camp • Weekly ARPA Spend Plan call AELC/DEL • Department of Education Division of Early Learning - Rule Workshops **ELCB Coalition Update:** • American Recovery Plan Act (ARPA) 2023-2024 Grant Funding allocation is $5,141,312 for additional support to stabilization of childcare and provider support. The application for ELCB approved and included seven "funding" buckets for items including curriculum, professional development, building supply and others. **ONGOING** • Additionally, Governor DeSantis has identified a $10 million dollar funding initiative for homelessness and underemployed individuals. The application from DEL was completed in one week and approved on Friday, September 15th. The award to ELCB is $631, 157 and we will be partnering with Head Start and Family Promise	

	and Homeless Coalition to execute to the best of our ability. **LAUNCH October 25th.**
	
	• Annual Monitoring from Division of Early Learning – the fiscal audit held week of October 16th. Exit conference and findings report draft on October 20th. Initial report attached. Watson Rice is reporting four findings related to OCA coding, purchasing, purchase order terms/conditions clause and Rockledge lease agreement. Programmatic audit entrance is November 1st. Update on both audits will be provided at the November 14th meetings.
	
	• Community Foundation of Brevard county has awarded ELCB $8,500 for a first time application based on Families First Brevard. This will support efforts and partnership with Family Promise of Brevard in identifying families and children in the 32922 zip code as high need and support.
	
	• Marketing and promotional efforts ongoing with the development and launch of the website expected to be launched by October 1. Delay: launch/live November.
	
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	• 13th Annual Provider Conference being held Saturday, September 30th with Western theme and keynote speaker Coy Bowles. Ticket sales strong; $11,000 in sponsor support secured.
	
	• Operational updates: experiencing staff changes with our Childcare Resource and Referral team which has specific identified roles and responsibilities and grant requirements. We've notified Division of Early Learning of the noted changes to two key staffers (resignation and medical leave) and moving ahead with getting current team additional training and evaluator training secured. **UPDATE**: Realigning current team with CCRR and Family Services as one team handling all Family Resources.
	
	• Legislative meetings with freshman Rep Brackett in south county as well as Rep. Sirois. Setting meetings with Rep. Altman, Senator Mayfield and Senator Wright and Rep. Tramont.
	
	    o Space Coast League of Cities Monthly Meetings, Second Monday each month
	    o 411 on 321 podcast for Melbourne Chamber
	    o Melbourne Chamber of Commerce Leadership Retreat	

	○ Family Engagement/Outreach ○ Community Foundation Brevard Economic Impact Analysis event – Sept 8th	
Finance Report	CFO, Amaris Rosario Monthly Budget Report	
New Business	None	
Adjournment	Meeting was Adjourned at 3:35 p.m.	Michael Blake motioned for the adjournment of the Executive/Finance Committee meeting. Caitlin Rice seconded the motion. The motion passed Unanimously.

October 23, 2023 Exec/Finance Committee Meeting Minutes approved at the November 14, 2023 Exec/Finance Meeting