



# Early Learning Coalition

Of Brevard County, Inc.

Executive/Finance Committee Meeting

September 19, 2023 at 3:00 p.m.

2671 W Eau Gallie Blvd Melbourne, FL 32935

Members Present: Alan Bergman, Caitlin Rice (V), 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
<b>Welcome and Call to Order</b>	Alan Bergman called the meeting to order at 3:05 a.m.	No Action
<b>Approval of Meeting Minutes</b>	April 18, 2023 minutes	Michael Blake motioned to approve the April 18, 2023 minutes. Terri Barlow seconded the motion. The motion passed Unanimously.
<b>CEO/Chief Executive Officer Report</b>	<p><b><u>State Board of Education and Division of Early Learning Updates</u></b></p> <ul style="list-style-type: none"> <li>• DEL Executive Director update calls – bi-weekly</li> <li>• Association of Early Learning Coalitions (AELC) Workgroups</li> <li>• Weekly ARPA Spend Plan call AELC/DEL</li> <li>• Department of Education Division of Early Learning - Rule Workshops</li> </ul> <p><b><u>ELCB Coalition Update:</u></b></p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• Additionally, Governor DeSantis has identified a \$10 million dollar initiative for homelessness and underemployed individuals. The application from DEL was completed in one week and approved on Friday, September 15<sup>th</sup>. 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.</li> </ul>	

- 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 still ongoing with the development and launch of the website expected to be launched by October 1. ELCB also developing a grant writing/strategic planning effort for the Annual Board meeting in October.
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- 13<sup>th</sup> Annual Provider Conference being held Saturday, September 30<sup>th</sup> with Western theme and keynote speaker Coy Bowles. Ticket sales strong; \$11,000 in sponsor support secured.
- Operational updates: experiencing staff shortage 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.
- ELCB received a Public Records Request from an anonymous email contact. The request for data and information for all employees who have separated from ELCB from January 2020 through August 2023. We have notified DEL of the request because anonymous copied the Public Records Request at DEL email. We have notified anonymous that the request will incur a service charge of estimated \$2400 due to the request timeframe covers two separate financial and payroll timeframes as well as manual HR file verification. The cost breakdown was provided to anonymous on Friday, September 8<sup>th</sup>.
- Attended the Melbourne Regional Chamber Leadership Retreat September 15<sup>th</sup> – 16<sup>th</sup> and participated in growth and small business and transportation break out sessions. I was able to address the group of #140 about Early Learning and the impact to county as well as share the Florida Chamber's Untapped Potential report released last week. I met over #30-#40 prospective funders, sponsors and potential board members as well as contacts with Florida Tech, Brevard Public Schools CTE Lead and The Viera Company.

	<ul style="list-style-type: none"> <li>• CONGRATULATIONS to Amaris Rosario, our CFO, who is a finalist for the 40 Under 40 Award from LEAD Brevard. Amaris was surprised last week in our office by the LEAD Brevard team and we all got to celebrate this amazing award! Well-deserved.....</li> <li>• 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. <ul style="list-style-type: none"> <li>○ Space Coast League of Cities Monthly Meetings, Second Monday each month</li> <li>○ 411 on 321 podcast for Melbourne Chamber</li> <li>○ Melbourne Chamber of Commerce Leadership Retreat</li> <li>○ Family Engagement/Outreach</li> <li>○ Community Foundation Brevard Economic Impact Analysis event – Sept 8th</li> </ul> </li> </ul>	
<b>Finance Report</b>	CFO, Amaris Rosario Monthly Budget Report	
<b>New Business</b>	None	
<b>Adjournment</b>	Meeting was Adjourned at 3:35 p.m.	Terri Barlow motioned for the adjournment of the Executive/Finance Committee meeting. Michael Blake seconded the motion. The motion passed Unanimously.

September 19, 2023 Exec/Finance Committee Meeting Minutes approved at the October 23, 2023 Exec/Finance Meeting