



Early Learning Coalition Of Brevard County, Inc.

Minutes: Executive/Finance Committee Meeting
 Date/Time: January 16, 2024 at 3:00 p.m.
 Location: 2671 W Eau Gallie Blvd Melbourne, FL 32935
 Members Present: Alan Bergman, Caitlin Rice (V), Terri Barlow, Michael Blake (V)
 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
Chairman Report	<p>Chairman reported a Sunshine Law training will occur at the February 20, 2024 Board meeting.</p> <p>Chairman reviewed with Exec the CEO's evaluation for 2023. A motion was made to renew the CEO's contract for another 3 years.</p> <p>The Chairman also asked the committee for a motion to allow the CEO to be compensated the same as the Executive leadership team that works diligently on all the ARPA initiatives using the Admin portion of the funding. This will end June 30, 2024 unless DEL extends the timeline.</p>	<p>Michael Blake motioned to renew the CEO's contract for 3 years. Terri Barlow seconded. The motion passed unanimously.</p> <p>Michael Blake motioned to be compensated the same as the Executive leadership team that works diligently on all the ARPA initiatives using the Admin portion of the funding. Terri Barlow seconded. The motion passed unanimously.</p>
Approval of Meeting Minutes	November 16, 2023 minutes	Michael Blake motioned to approve the November 16, 2023 minutes. Terri Barlow seconded the motion. The motion passed Unanimously.
CEO/Chief Executive Officer Report	<p><u>State Board of Education and Division of Early Learning Updates</u></p> <ul style="list-style-type: none"> • 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 – Itemized list of local and discretionary projects included.**
- 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. **UPDATE: Hired an experienced homeless coalition representative to lead this specific grant initiative.**
- Division of Early Learning Programmatic and Fiscal Audits are ongoing with observations and findings being addressed and action plan being developed.
- 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 will increase with additional staff focused on community outreach, advertising, event management, social media. A Reading Nook Ribbon-Cutting celebration to coincide with DEL Literacy Week will be held on Tuesday, January 23rd.
- 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.

	<ul style="list-style-type: none"> • VPK Registration begins January 1st and we have a dedicated team leading the efforts for managing and processing over 2500-3000 in the next 60 days. • Procured with The Krizner Group a Total Compensation Review to establish and sustain pay practices and competitive recruitment and equitable compensation. With this study, ELCB will be able to establish a comprehensive compensation and benefit system that meets Florida Statutes and Federal Fair Labor Standards Act as well as creating a fair and equitable compensation system, relevant market conditions are met, organization-wide professional, consistent and objective practices and is easily manageable, after implementation, in a manner that preserves and enhances integrity, validity and reliability of the system. • Legislative meetings and updates with the Association of Early Learning Coalitions team and lobbying firm. Attending the Brevard Days event on Jan 30-31 with all four Chambers of Commerce to include meeting with all legislators as well as statewide leadership. <ul style="list-style-type: none"> ○ Space Coast League of Cities Monthly Meetings, Second Monday each month ○ 4Under40 Awards ○ Melbourne Chamber of Commerce Leadership Retreat ○ Family Engagement/Outreach ○ Community Foundation Brevard Economic Impact Analysis event ○ Space Coast EDC Annual Meeting 1/24/24 	
Finance Report	CFO, Amaris Rosario Monthly Budget Report	
New Business	None	
Adjournment	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.

January 16, 2024 Exec/Finance Committee Meeting Minutes approved at the February 20, 2024 Exec/Finance Meeting