



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA
EXECUTIVE COMMITTEE – VIA ZOOM
Special Meeting Minutes
February 25, 2021
2:30 pm

Purpose: The Executive Committee is composed of board officers and the chairpersons of Board committees. The Executive Committee is responsible for direction and oversight regarding the overall program and financial management and operations.

Committee Members : **Marshall Bower, Interim Board Chair, Chair-Events Committee;** *President/CEO, The Foundation for Lee County Public Schools;* **Nate Halligan, Vice-Chair,** *Asst. Vice President/Small Business Portfolio Manager, Busey Bank;* **Douglas Szabo, Board Treasurer,** *Attorney, Henderson, Franklin, Sterns and Holt;* **Selina Jefferson, Board Secretary,** *Mount Hermon Ministries/Dew of Hermon Early Learning Center (via Zoom);* **Damaris Boone, Chair-Program Committee,** *Early Education Outcome Analyst, Redlands Christian Migrant Association (RCMA) (via Zoom);* and **Jason Himschoot, Chair-Human Resources Committee,** *Attorney, Maughan, Himschoot and Adams Law Group (via Zoom).*

Committee Members, Absent: **Dr. Kelly Roy, Chair-Nominations & Bylaws Committee,** *Professor/Coordinator of Early Childhood Education, Florida Southwestern State College*

Staff Present: **Susan Block, CEO**

Guest Present: **John Potanovic,** *Boy, Agnew & Potanovic (via Zoom).*

(*) *Materials included in Executive Committee Packet.*
 (**) *Materials posted on SharePoint for Committee Members.*

Agenda Items	Discussion	Action/Assignments
Welcome and Introductions	<ul style="list-style-type: none"> • The meeting opened at 2:30 pm and quorum was established. • Mr. Potanovic was introduced to the committee as the employment attorney hired by the board to provide guidance to the board regarding any employment issues related to the complaint, investigation, and findings of the investigation. 	
Public Comments	<ul style="list-style-type: none"> • No members of the public were present. 	
HR Issue:	<ul style="list-style-type: none"> • Marshall Bower provided some context regarding the special 	

<p>Response Plan</p>	<p>meeting. Given that the published investigation (Sproat Workplace Investigations, 2/16/21) results reported on the actions of Susan Block, the ELC Chief Executive Officer (CEO), and the board has oversight responsibilities for the CEO, Marshall wanted an opportunity to discuss the report and consider any necessary response. The role of the board is also advisory and there was a need to consider committee input related to the potential response of the CEO to the findings of the report.</p> <ul style="list-style-type: none"> • Each of the committee members was offered an opportunity to react to the report, to comment on the role of Susan Block, and to offer their ideas on a potential response plan. • Susan Block was invited to answer to the contributions of the committee members. She talked about lessons learned through this complaint and subsequent investigation and accepted responsibility for this situation. In consideration of the report findings, Susan presented a few ideas about her response including thoughts regarding personnel. She was accountable to the board and apologized for her lack of action which lead to the complaint itself. • John Potanovic talked to the committee about potential liabilities stemming from the report and possible personnel actions. • Marshall Bower summarized the meeting, reiterating that the CEO is being held accountable for her role in the complaint and clarified that the CEO is responsible for all personnel matters. • Overall, the Committee expressed ongoing support for Susan Block in her role as CEO with an expectation that she will respond appropriately to the report findings. • Meeting adjourned at 3:25 pm. 	<p>*Susan Block will create a written response plan for input from the committee and from staff.</p>
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Until further notice: All meetings will be held via Zoom.