



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA  
**EXECUTIVE COMMITTEE**  
**Meeting Agenda**  
**June 8, 2022**  
**10:00 AM**

**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;* **Douglas Szabo, Vice-Chair, Attorney, Henderson, Franklin, Sterns and Holt;** **Brooke Delmotte, Treasurer, Provider Liaison/Operations Manager, Early Steps, SWFL Health Planning Council;** **Michele King, Chair-Program Committee, Director Child Advocacy Program, Golisano Children’s Hospital of SW Florida;**; **Jason Himschoot, Chair-Human Resources Committee, Attorney, Maughan, Himschoot and Adams Law Group;** **Dr. Kelly Roy, Chair-Nominations & Bylaws Committee, Professor/Coordinator of Early Childhood Education, Florida Southwestern State College**

**ELC Staff:** **Susan Block, Chief Executive Officer;** **Leona Adkins, Chief Quality Office;** **Gilda Duran, Chief Programs Officer;** **Lugeenya Blackstock, Chief Financial Officer**

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

<b>Agenda Items</b>	<b>Facilitator/Presenter</b>
<b>Welcome and Introductions</b>	Marshall Bower, <i>President/CEO, The Foundation for Lee County Public Schools</i>
<b>Public Comments</b>	Marshall Bower
<b>1. Executive Committee*</b> A. Approval of Meeting Minutes of Executive Committee April 20, 2022** <b>Doc #2</b>	Marshall Bower
<b>2. Vote to Move the Board Meeting Minutes of May 4, 2022**</b> <b>Doc #3</b>	Marshall Bower

<p><b>3. Finance Committee</b></p> <p>A. Review: SR Utilization Management Forecast <u>Docs #4.1, 4.2</u></p> <p>B. Review and Approval of Utilization Reports and Statements of Revenues and Expenditures <u>Doc #5</u></p> <p>C. Approval: FY 2022 Budget Amendment 5/3/2022 <u>Doc #6</u></p> <p>D. Contract Approval <u>Doc # 7</u></p> <ol style="list-style-type: none"> <li>1. Krizner Group</li> <li>2. Collier DOH – Nursing</li> <li>3. RCMA – Shared staff</li> </ol> <p>E. Approval, Anti-Fraud Plan FY 2023 <u>Doc #8</u></p> <p>F. Review: ELC 2021 Fiscal Monitoring: Final Report <u>Doc #9</u></p>	<p><b>Brooke Delmotte, Treasurer, Provider</b> Liaison/Operations Manager, Early Steps, SWFL Health Planning Council</p>
<p><b>4. HR Committee*</b></p> <p>A. ERG Policy Changes <u>Doc #10</u></p> <ul style="list-style-type: none"> <li>• #313 Telework</li> <li>• 408 Internal Promotion Policy</li> <li>• #501 Work Schedule</li> <li>• #608 Workers' Compensation Insurance (#608.1 Responsibilities While on Workers' Compensation Leave</li> <li>• #905 Other Employment</li> <li>• #920 Workplace Surveillance</li> <li>• #921 No Unauthorized Recording in the Workplace</li> <li>• #1102 Merit Based Performance</li> <li>• #1202 Violence in the Workplace Policy</li> </ul> <p>B. Informational: Staff Incentive</p> <p>C. Discussion: DEL Required CEO Evaluation, due 8/30/22</p>	<p>Jason Himschoot, <i>Attorney, Maughan, Himschoot &amp; Adams Law Group</i></p>
<p><b>5. Nominations &amp; Bylaws Committee</b></p> <p>A. Approval: Strategic Plan, 2022-2024 <u>Doc #11</u></p>	<p>Dr. Kelly Roy, <i>Professor/Coordinator of Early Childhood Education, Florida Southwestern State College</i></p>
<p><b>6. Events Committee</b></p> <p>A. Update: Business Breakfast, August 5, 2022</p>	<p>Marshall Bower</p>
<p><b>7. Review Agenda for the Board Meeting, June 22, 2022, <u>Doc #12</u></b></p>	<p>Marshall Bower</p>

<b>8. Approval of Executive Committee Meeting Calendar, FY 2023,</b> <b>Doc #13</b>	Marshall Bower
<b>Adjournment</b>	Marshall Bower
<b>Next Meeting</b>	Wednesday, September 14, 2022

All meetings are Hybrid – attend in person or via Zoom.

Join Zoom Meeting

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