



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA
EXECUTIVE COMMITTEE
CEO Search - Meeting Minutes
December 15, 2022
1:00 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: **Michele King, Chair-Program Committee**, Director Child Advocacy Program, Golisano Children’s Hospital of SW Florida;; **Dr. Kelly Roy, Chair-Nominations & Bylaws Committee**, Professor/Coordinator of Early Childhood Education, Florida Southwestern State College; **Dr. Beth McBride**, Director, Early Learning, Designee-Collier County Public Schools; **Rebecca McKellar**, Creative World Schools, Private For-Profit Child Care

ELC Board Members, Excused: ; **Marshall Bower, Interim Board Chair, Chair-Events Committee**; *President/CEO, The Foundation for Lee County Public Schools*; **Brooke Delmotte, Treasurer**, Provider Liaison/Operations Manager, Early Steps, SWFL Health Planning Council; **Jason Himschoot, Chair-Human Resources Committee**, Attorney, Maughan, Himschoot and Adams Law Group; **Douglas Szabo, Vice-Chair, Attorney**, Henderson, Franklin, Sterns and Holt

ELC Staff: Susan Block, Chief Executive Officer

Guest: Chris Gomez, CEO, Spirit Consulting

(*) Materials included in Executive Committee Packet.

(**) Materials posted on SharePoint for Committee Members.

Agenda Items	Discussion	Action Items
Welcome Introductions, Icebreaker	Dr. Kelly Roy, Professor/Coordinator of Early Childhood Education, Florida Southwestern State College	
Stakeholder Analysis and Intake Process: - Who is the point person? Some, with staff,	Chris Gomez led the discussion beginning with questions about the ELC budget, staffing, to help understand the organization.	

<p>members of the search committee. What is the interview process – involve staff, community members.</p> <p>Weekly Search Committee? Who to include – LT and staff (chief operating officers)– survey the community – 2/1/23 (ELC will create and implement)?</p> <p>Review of screening questions for initial contacts with candidates</p> <p>Merit Increases – Incentives, Raises – same as staff</p>	<p>Chris Gomez asked members to discuss their vision for the organization. Responses included: Moving forward in a similar direction. Working on morale and building a positive culture. Creating greater visibility in the community. Growing the board and being more visible to bring in more members (private sector). CEO should be go-to person in the community as a regional expert in ECE</p> <p>Chris Gomez reflected on his recent experience with the ELC of Hillsborough when discussing a potential process and clarifying roles and responsibilities.</p> <p>After some discussion, the group agreed that Chris Gomez will be responsible for the prescreening. Updates will be provided to the ELC Search (Executive) Committee. He will give some thought on how to handle this.</p> <p>The Executive Committee meeting on 1/18/23 will include a search update. The 2/1/23 Board meeting will be the time when finalists are interviewed in person. A board interview and a session with the ELC’s Chief Operating Officers will be held with each candidate.</p> <p>Chris Gomez shared screening questions and asked for input from the members. He asked for clarification on benefits offered to the incoming CEO.</p>	
<p>Search: Meeting Schedule</p>	<p>Meetings on 1/18/23 & 2/1/23 will be lengthened to permit regular business along</p>	

	with search activities. – updated timeline with update meetings, to follow.	
Adjournment	Dr. Kelly Roy	
Next Search Committee Meeting	January 4, 2023, 10:00 am.	

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

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