



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA
BOARD MEETING AGENDA
 May 3, 2023
 9:00 am

Board Members: Dr. Kelly Roy, Interim Board Chair, Professor/Coordinator of Early Childhood Education, Florida Southwestern State College; Doug Szabo, Board Vice-Chair, Attorney, Henderson, Franklin, Starnes and Holt, P.A; Dr. Beth McBride, Board Secretary, Director, Early Learning, Designee-Collier County Public Schools; Brooke Goldstein, Board Treasurer, Provider Liaison/Operations Manager, Early Steps, SWFL Health Planning Council; Alex Breault, Partnership Manager, FutureMakers Coalition; Michele King, Chair Program Committee, Director Child Advocacy Program, Golisano Children’s Hospital of SWFL; Sharon Love, Esq., Long, Murphy & Zung; Rebecca McKellar, Chair, Nominations & Bylaws Committee, Creative World Schools, Private for Profit Child Care; Barbara Short, Quality Assurance Program Manager, CareerSource Southwest Florida; Chantal Porte, Regional Supervisor for Child Care Licensing, Department of Children and Families; Mary Grace Romo, Director, Early Childhood Learning Services, Lee County Public Schools; Kimberly Ross, Owner, Ross Dynasty Cares; Tara Sherrod, Chair, Events Committee, Director, First Baptist Preschool, Representative of Faith-Based Childcare Providers; Shay Smith, Executive Community Health Nursing Director, Designee-Florida Department of Health Lee County; Aaron Stitt, Florida Department of Children and Families; Tanya Williams, Interim Public Services Director, Collier County, Designee-Collier Board of County Commissioners; Laura R. Bright, Chief Advancement Officer, Golisano Children’s Museum.

ELC Staff: Dr. Melanie Stefanowicz, Chief Executive Officer; Leona Adkins, Chief Quality Officer; Gilda Duran, Chief Program Officer; Lugeenya Blackstock, Chief Financial Officer. Wynetta Upshaw, Chief Administrative Officer

(*) Materials included in Board Packet.
 (**) Materials available on SharePoint for Board Members.

| Agenda Items | Facilitator/Presenter |
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| Welcome and Introductions | Dr. Kelly Roy, Interim Board Chair, Professor/Coordinator of Early Childhood Education, Florida Southwestern State College |
| Public Comments | Dr. Kelly Roy |

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| <p>1. Executive Committee Report*</p> <ul style="list-style-type: none"> A. <u>Presentation: Family Child Care</u> by Lois Kendrick, <u>pgs.</u> 4-12 B. Presentation of HRCC Market Update and <u>Approval</u> of Recommendations, <u>pgs.</u> 13-22 C. <u>Authority to Approve: FY 2024 DEL Grant Agreement</u>, <u>pgs.</u> 23-107 D. <u>Approval</u> to Update 401(k) Administrators (Affirmation), <u>pgs.</u> 108-109 | <p>Dr. Kelly Roy</p> |
| <p>2. Approval of Board Meeting Minutes</p> <ul style="list-style-type: none"> A. March 15, 2023, <u>pgs.</u> 110-114 | <p>Dr. Kelly Roy</p> |
| <p>Committee Reports</p> | |
| <p>3. Finance Committee*</p> <ul style="list-style-type: none"> A. Discussion: SR Utilization Management Forecast, <u>pg.</u> 115 B. Review and <u>Approval</u> of Utilization Reports and Statements of Revenues and Expenditures, <u>pgs.</u> 116-127 C. <u>Approval</u>: FY 23 Budget Modification, <u>pgs.</u> 128-129 D. <u>Approval</u>: FY 24 ELC Budget, <u>pgs.</u> 130-138 E. <u>Approval</u>: Teachstone Training Contract (Affirmation), <u>pg.</u> 139 F. <u>Approval</u>: 8x8 phone implementation Agreement, <u>pg.</u> 139 G. <u>Approval</u>: RCMA Contract FY 24, <u>pg.</u> 139 H. <u>Approval</u>: Collier County DOH Contract FY 24, <u>pg.</u> 139 I. <u>Approval</u>: Webauthor LLC, <u>pg.</u> 140 J. <u>Approval</u>: 990, <u>pgs.</u> 141-174 | <p>Brooke Goldstein, <i>Provider Liaison/Operations Manager, Early Steps, SWFL Health Planning Council</i></p> |
| <p>4. HR Committee*</p> <ul style="list-style-type: none"> A. <u>Approval</u> of Updated CEO Evaluation Process, <u>pgs.</u> 175-178 B. Discussion: Updated Staff Engagement Process | <p>Dr. Beth McBride, <i>Director, Early Learning, Designee-Collier County Public Schools</i></p> |
| <p>5. Nominations & Bylaws Committee</p> <ul style="list-style-type: none"> A. Status of Recruiting Gubernatorial Appointees for the ELC | <p>Rebecca McKellar, Creative World Schools, Private For-Profit Child Care</p> |

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| 6. Events Committee A. <u>Update</u> : Hello/Goodbye Event B. <u>Update</u> : Plans for Business Breakfast C. <u>Update</u> : Provider Appreciation Plans | Tara Sherrod, Director, First Baptist Preschool, Representative of Faith-Based Childcare Providers |
| 7. Program Committee A. Update | Michele King, <i>Director Child Advocacy Program,</i> <i>Golisano Children’s Hospital of SWFL</i> |
| 8. Report of the CEO* A. Executive Director’s Report** <u>pgs.</u> 179-180 | Dr. Melanie Stefanowicz, <i>CEO, ELC of SWFL</i> |
| 9. Adjournment | Dr. Kelly Roy |
| Next Board Meeting: | June 21, 2023 |

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