



## EARLY LEARNING COALITION OF SOUTHWEST FLORIDA EXECUTIVE COMMITTEE

**Meeting Agenda  
June 8, 2016  
10:00 – 11:15 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 :** **Gerry Poppe, Board Chair**, *Chief Financial Officer, Waterman Broadcasting*; **Trina Puddefoot, Board Vice-Chair, Chair-Human Resources (HR) Committee**, *Early Steps Program Director , Early Steps-Health Planning Council*; **Peter Seif, Board Treasurer**, *President, Synergy Networks*; **Joe Paterno, Board Secretary**, *Executive Director, Southwest Florida Workforce Development Board*; **Ashley Houk, Chair-Program Committee**, *Preschool Director, First Presbyterian Preschool*; **Dr. Joseph Pepe, Chair-Health, Safety, and Developmental Services Committee**, *Health Department Administrator, Hendry & Glades Counties*; **Dr. Denis Wright, Chair-Nominations & Bylaws Committee**, *Charlotte Campus President and VP of Economic & Community Development, Florida Southwestern State College*.

(\*) *Materials included in Executive Committee Packet.*

(\*\*) *Materials posted on Sharepoint for Committee Members.*

Agenda Items	Facilitator/Presenter	Suggested Time Frames
<b>Welcome and Introductions</b>	Gerry Poppe, <i>CFO, Waterman Broadcasting</i>	
<b>1. Executive Committee*</b> <b>A. Approval of Meeting Minutes of May 11, 2016** pgs.</b>	Gerry Poppe	
<b>2. Vote to Move the Board Meeting Minutes of May 25, 2016** pgs.</b>	Gerry Poppe	
<b>3. Finance Committee*</b> <b>A. Review of Financial Reports** pgs.</b> <b>B. SR Utilization Forecast** pgs.</b>	Peter Seif, <i>President, Synergy Networks</i>	

<p>C. 2016-17 Related Party Contract (RCMA SR &amp; VPK)** <u>pgs.</u>  D. 2016-17 Child Care Health Consultant Nurse Contract** <u>pgs.</u>  E. OEL Contract (if available)** <u>pgs.</u>  F. 2016-17 RCMA VPK Contract** <u>pgs.</u></p>		
<p>4. Human Resources (HR) Committee*  A. Paid Leave Review ** <u>pgs.</u></p>	<p>Trina Puddefoot, <i>Early Steps Program Director, Health Planning Council of SW Florida;</i></p>	
<p>5. Nominations &amp; By-Laws Committee*  A. Sept. 9<sup>th</sup> Joint Board Meeting with ELC of Sarasota</p>	<p>Dr. Denis Wright, <i>Charlotte Campus President and VP of Economic &amp; Community, Florida Southwestern State College.</i></p>	
<p>6. Review Agenda for the Board Meeting, June 22, 2016** <u>pgs.</u></p>	<p>Gerry Poppe</p>	
<p><b>Adjournment</b></p>		
<p><b>Next Meeting</b></p>	<p>September 14, 2016</p>	

All meetings will be held at 2675 Winkler Avenue, Fort Myers, FL 33901 unless otherwise announced.