



## EARLY LEARNING COALITION OF SOUTHWEST FLORIDA

Program Committee

Meeting Minutes

November 9, 2018

9:00 – 11:00 am

**Committee Members Present:** Chair **Damaris Boone** (Board Member – RCMA); **Amy Adame** (A Step Up Child Dev. Center – Immokalee – Zoom); **Angela Anderson** (Child Care of Southwest Florida); **Stacie Britton** (FDLRS); **Rita Delatore** (Board Member – Kid City); **Patricia Dominguez** (Challenged Minds Learning Center); **Renate Engles** (Guadalupe Center); **Jamie Eskridge** (Little Wonders - Zoom); **Jodi Garrett** (Child’s Path); **Kim Gerbasio** (LAMP); **Patricia Hansen** (DOH Collier; ELC Nurse Consultant); **Ashley Houk** – (First Presbyterian Church, Naples - Zoom); **Donna Killion** (Discovery Day Academy - Zoom); **Terri Konczak** (Office of Early Learning); **Sharra Leonard** (Early Head Start – Child Care Partnership); **Marie Liebenson** (Lee Memorial - Zoom); **Elizabeth McBride** (Collier County Public Schools); **Rachel McIntyre** (Open Doors & Estero Early Learning); **Yalitza Miraflores** (FDLRS); **Stephanie Rode** (St. Andrews Catholic School); **Heather Singleton** (Bright Beginnings - Zoom); **Jesyca Virnig** (Learning Tree);

**Staff Members Present:** **Kristi Biffar** (Early Childhood Specialist Supervisor); **Susan Block** (Chief Executive Officer - Zoom); **Gayla Thompson** (Chief Quality Officer); **Kim Usa** (Chief Operations Officer)

**Committee Members Absent:** **Yara Duchesne** (Board Member - RCMA); **Rodrigo Gamboa-Dominguez** (Challenged Minds Learning Center); **JoAnne Fuciu** (Lee Memorial); **Michele King** (Board Member – Golisano Children’s Hospital of SWFL); **Julia Kroeker** (Florida SouthWestern State College); **Ana Neuhauser** (RCMA); **Penney Norton** (Office of Early Learning); **Kelly Roy** (Florida SouthWestern State College); **Kendra Stamp** (Educare); **Michelle Starr** (Collier County Schools); **Paul Welch** (Sonrise Academy); **Mandy Willis** (Faith Academy)

Agenda Items	Facilitator/Presenter	Comments/Actions
<b>Welcome</b>	The meeting was called to order by Damaris Boone at 9:00 am. Introductions were made, including those on Zoom, our web-based meeting space.	
<b>Approval of Meeting Minutes for September 14, 2018</b>	Draft minutes were reviewed for the September meeting.	Motion to accept minutes made by Renate Engles and seconded by Rita Dellatore. Approved unanimously. Minutes will be posted on the Program Committee page of <a href="http://www.elcofswfl.org">www.elcofswfl.org</a> .

<p><b>ELC Report — Susan Block</b></p>	<ul style="list-style-type: none"> <li>• Susan Block discussed the new statewide data system EFS Mod: the Provider, Parent and Coalition portals. She thanked the committee for the provider patience and support of families that has been evident during the roll-out of the system. The migration of data from the old to the new system was not as effective as was hoped, leading to challenges. She assured that payments will be made right.</li> <li>• Payment for the first quarter of the year was based on June's attendance. For October payment, the attendance sheets and sign in and out documentation will allow a much closer to actual payment.</li> <li>• VPK payment has been closer to actual payment than has school readiness (SR).</li> </ul>	
<p><b>Update on CLASS assessment for SR providers - Kristi Biffar</b></p>	<ul style="list-style-type: none"> <li>• Kristi Biffar reported that the newly required SR program assessments started this week. There are 6 staff assessors and 3 contract assessors working on over 400 assessments for our coalition.</li> <li>• Providers must register their classrooms on the electronic system from which a random pick will be made for assessing.</li> <li>• Teachstone CLASS subscriptions have already been given to 400 teachers and more are to be given out. The subscriptions offer videos and learning opportunities in English and Spanish. Time is being allowed for teachers to use these before assessing the classrooms.</li> <li>• CLASS supports through Making the Most of Classroom Interactions (MMCI) are allowed to be completed before assessments.</li> <li>• Assessors are anchoring every 10<sup>th</sup> assessment, both internally and with the contract assessors to assure reliability.</li> <li>• Timeline – the assessments must be completed before SR contracts can be signed, by mid-May. Quality Improvement Plans (QIP) will be completed as needed.</li> <li>• If providers are assessed below a certain level they cannot contract, next level must have a QIP, above that providers will be eligible for tiered reimbursement.</li> <li>• If a provider is unhappy with the assessment score, they may pay to have it done again, one time.</li> </ul>	

<p><b>ELC Plan – Gayla Thompson Policy for approval</b></p>	<ul style="list-style-type: none"> <li>• New SR Plan elements - Gayla Thompson presented the draft Coalition plan requesting comments. The areas covered were: Child Screening; Program Assessment; Contracted Slots; Use of Observation Based Child Assessment; Quality Improvement Strategies; Monitoring Plan.</li> <li>• Comments: Update Quality Rating Improvement System Information; Describe how new facility will be assessed (have to wait for children)</li> <li>• The new Policy EII.C.6.6.7 Direct Enhancement Services was reviewed for presentation to the Executive Committee.</li> </ul>	<p>Motion to move policy to Executive Committee was made by Angela Anderson and seconded by Beth McBride. Approved unanimously.</p>
<p><b>Southwest Florida Stars Report - Kristi Biffar</b></p>	<ul style="list-style-type: none"> <li>• Out of 38 participants there were no 1 Star providers this year and 13 5 star providers.</li> <li>• 50% of the Star rating was based on the CLASS composite score.</li> <li>• There were 4 first year participants in 2017-2018.</li> <li>• Incentive information will be out soon for Kaplan and Discover Source items.</li> <li>• Applications will be out soon for the 19-20 year.</li> </ul>	
<p><b>SR, VPK, Waitlist numbers and Enrollment status - Kim Usa</b></p>	<ul style="list-style-type: none"> <li>• SR and VPK enrollment are dependent on the portal and have experienced many challenges.</li> <li>• Waitlist: Lee 1073; Collier 392; Hendry 96; Glades 0</li> <li>• VPK: Lee 2059; Collier 1921; Hendry 313</li> <li>• There are no numbers for SR, as reports in the portal are unreliable at this time. The last number for SR is 5100.</li> <li>• Providers are asked to encourage parents to accept their provider on-line.</li> </ul>	
<p><b>Health Report – Patricia Hansen</b></p>	<ul style="list-style-type: none"> <li>• According to the Centers for Disease Control (CDC), it is never too late to get a flu shot; the Florida flu season peaks in January – February. It takes two weeks to reach full efficacy. Handouts were distributed.</li> <li>• Every 10 years, adults should receive a Td (tetanus/diphtheria) shot and at least once during adulthood, the Tdap (tetanus/diphtheria, pertussis) should be substituted for the Td for every adult.</li> <li>• AFM – Acute Flaccid Myelitis is a rare but serious condition which causes weakness in arms and legs. It is especially a problem for children, and</li> </ul>	

	<p>the CDC cannot pinpoint the cause. It is not a form of polio. Any child exhibiting these symptoms should be seen by a doctor as soon as possible.</p>	
<p><b>Other Discussion/Events</b></p>	<ul style="list-style-type: none"> <li>• Terry Konczak, our regional VPK facilitator, announced that Implementing the Standards for Birth through Age 2 is now online. It will be offered as a face to face class sometime in the New Year.</li> <li>• Beth McBride from the Collier County School District distributed materials about Social and Emotional development to those present. There will be trainings on Literacy on January 16 (Naples) and 17 (Immokalee). Sign up is available on the ELC website.</li> <li>• Pop-Up play will be this Saturday, 11/10, at Florida SouthWestern College from 1-4 at the Thomas Edison Campus Practice Field (across from Lockmiller Child Care Center – FSW Lane)</li> </ul>	<p>Sign up for training at <a href="https://register.elcofswfl.org/registration/">https://register.elcofswfl.org/registration/</a></p>
<p><b>Adjournment</b></p>	<ul style="list-style-type: none"> <li>• The meeting was adjourned at 10:40 am.</li> </ul>	
<p><b>Next Meeting</b></p>	<ul style="list-style-type: none"> <li>• Friday, January 11, 2018 9 am – 11 am</li> </ul>	

*All meetings will be held at 2675 Winkler Avenue Suite 300, Fort Myers, FL 33901 unless otherwise announced.*