



**EARLY LEARNING COALITION OF SOUTHWEST FLORIDA**  
**BOARD MEETING AGENDA**  
**November 16, 2022**  
**9:00-11:00 am**

**Board Members:** Marshall Bower, Interim Board Chair; **Chair-Events Committee**, *President/CEO, The Foundation for Lee County Public Schools*; Doug Szabo, Board Vice-Chair, *Attorney, Henderson, Franklin, Starnes and Holt, P.A.*; Brooke Delmotte, Board Treasurer, *Provider Liaison/Operations Manager, Early Steps, SWFL Health Planning Council*; Alex Breault, Director, Talent Initiatives, Naples Chamber of Commerce; Jason Himschoot, **Chair-Human Resources Committee**, *Attorney, Maughan, Himschoot and Adams Law Group*; Michele King, **Chair Program Committee**, *Director Child Advocacy Program, Golisano Children’s Hospital of SWFL*; Dr. Beth McBride, Director, Early Learning, *Designee-Collier County Public Schools*; Rebecca McKellar, 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*; Dr. Kelly Roy, **Chair-Nominations & By-Laws Committee**, *Professor/Coordinator of Early Childhood Education, Florida Southwestern State College*; Tara Sherrod, 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, Director, Collier County Library Designee-Collier Board of County Commissioners

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

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

Agenda Items	Facilitator/Presenter
<b>Welcome and Introductions</b> Motion to Approve Board Meeting Agenda, 11/16/22	<b>Marshall Bower, Interim Board Chair;</b> <i>President/CEO, The Foundation for Lee County</i>

	<i>Public Schools</i>
<b>Public Comments</b>	Marshall Bower
<b>1. Executive Committee Report*</b> A. Presentation: Single Audit, 2021-23 <u>pgs.</u> B. School Readiness Plan: Review and Approval, Policies; Review and Approve SR Plan <u>pgs.</u> C. CEO Succession Planning <u>pgs.</u> 1. Approval – Updated Succession Responsibilities <u>pg</u> 2. Review and Discussion: Draft Search Timeline <u>pg.</u> 3. Approval – Request for Proposal, Executive Search Firm <u>pg</u> 4. Approval of Budget for CEO Search <u>pg.</u>	Moss, Krusick, CPA  Marshall Bower
<b>2. Approval of Board Meeting Minutes</b> A. June 22, 2022, <u>Pgs.</u>	Marshall Bower
<b>Committee Reports</b>	
<b>3. Finance Committee*</b> <u>Business from 9/28/22 (Cancelled due to Hurricane Ian)</u> A. Review: SR Utilization Management Forecast <u>pg.</u> B. Review and Approval of Utilization Reports and Statements of Revenues and Expenditures <u>pgs.</u> C. Affirm: FY 2023 Budget Amendment (new NOA) <u>pgs.</u> D. Affirm: FY 23 contracts <u>pgs.</u> Fred Pryor Professional Development Contract <u>pgs</u> Element Technology <u>pgs.</u> E. Affirm: Updated Fiscal Policies <u>pgs.</u> F. Affirm: FY 23 Scrap Inventory <u>pgs</u> <u>Business for 11/16/22</u> G. Review: SR Utilization Management Forecast <u>pg.</u> H. Review and Approval of Utilization Reports and Statements of Revenues and Expenditures <u>pgs</u> I. Approve: FY 2023 Budget Amendment (new NOA) <u>pgs.</u>	

<p>J. Approve: FY 23 contracts <u>pg.</u>  K. Approve: Hurricane Relief Mini-Grants Funding <u>pg.</u></p>	
<p><b>4. HR Committee*</b>  A. Affirm: ERG Policy Changes (9/28/22) <u>pgs.</u>  B. Approve ERG Policy Change #706 <u>pg. pg.</u>  C. Discussion: ELC Staff Engagement Survey, October 2022 <u>pgs.</u></p>	<p><b>Jason Himschoot, Attorney, Maughan, Himschoot and Adams Law Group;</b></p>
<p><b>5. Nominations &amp; Bylaws Committee</b>  A. Approval: ELC Bylaws changes <u>pgs.</u>  B. Current Roster: Status Update and Roster Review  i. Approval of Term Correction: Michele King  C. Review and Approve Prospective Business Sector Member Applications  i. Laura Bright <u>pgs.</u>  ii. Sharon Bayata Love <u>pgs.</u>  D. Succession Planning: ELC Board of Directors  i. Slate of Officers 2023</p>	<p><b>Dr. Kelly Roy, Professor/Coordinator of Early Childhood Education, Florida Southwestern State College</b></p>
<p><b>6. Events Committee</b>  A. Rescheduling: Business Breakfast 2023</p>	<p>Marshall Bower</p>
<p><b>7. Program Committee</b>  A. Update</p>	<p><b>Michele King, Director Child Advocacy Program, Golisano Children's Hospital of SWFL</b></p>
<p><b>8. Appeals Committee: Approval of Minutes</b>  A. 10.11.22 S. Jones (Roy)  B. 10.14.22 R. Torres (Roy)  C. 10.26.22 A. Gonzalez (Szabo)  D. 11.01.22 M Hechavarria Roy)</p>	<p>Appeal Committee Chairs</p>

<b>9. Report of the CEO*</b> Executive Director's Report** <u>Pgs.</u>	Susan Block, <i>CEO, ELC of SWFL</i>
<b>10. Adjournment</b>	Marshall Bower
<b>Next Board Meeting:</b>	February 1, 2022

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