



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA
EXECUTIVE COMMITTEE
CEO Search - Meeting Minutes
January 4, 2023 – VIA ZOOM
10:00 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 : **Dr. Kelly Roy**, *Interim Board Chair, Professor/Coordinator of Early Childhood Education, Florida Southwestern State College*; **Douglas Szabo**, *Vice-Chair, Attorney, Henderson, Franklin, Sterns and Holt*; **Dr. Beth McBride**, *Secretary, Chair-Human Resources Committee Director, Early Learning, Designee-Collier County Public Schools*; **Michele King**, *Chair-Program Committee, Director Child Advocacy Program, Golisano Children’s Hospital of SW Florida*; **Rebecca McKellar**, *Chair-Nominations & Bylaws, Committee, Creative World Schools, Private for-Profit Child Care*; **Tara Sherrod**, *Chair-Events Committee First Baptist Preschool, Representative of Faith-Based Childcare Providers*.

Committee Members, Absent: **Brooke Delmotte**, *Treasurer, Provider Liaison/Operations Manager, Early Steps, SWFL Health Planning Council*.

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	Dr. Kelly Roy opened the meeting at 10:04 am. A quorum was established.	
Search Update	Chris Gomez provided the committee an update on the search, including data on the	

	<p>number of applications received, interviews completed, etc.</p> <p>Committee members asked about the interests of potential candidates and how he is determining those with a good fit to the ELC CEO position. Chris Gomez shared a summary of the characteristics Spirit is focusing on during the vetting process</p> <p>After considering the options for next steps, the committee agreed that Chris Gomez would present a detailed summary of his interviews and the committee would identify the candidates to be invited for in person interviews on February 1, 2023.</p> <p>The role of Susan Block was discussed. She will be in the room to hear the interviews and provide feedback to the board members prior to the ranking of the finalists. Senior staff will meet with each of the candidates on February 1, 2023 and will provide their impressions to the board prior to the final ranking of the finalists.</p> <p>Sr staff present findings – and then leave – board eats lunch –</p> <p>The Board’s voting decision will be based on the support of the majority. The committee will not use a rubric during interviews.</p>	<p>Susan Block will schedule additional Executive (Search) Committee meeting to finalize the CEO offer and transition support.</p> <p>Susan Block will share draft agendas for Executive Committee, 1/18/23 and Board, 2/1/23</p> <p>Susan Block will resend the request for board members to offer referrals for potential CEO candidates.</p> <p>Susan Block and Chris Gomez will create the interview schedule for 2/1/23.</p>
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	<p>Once a finalist is chosen, Chris Gomez will be the “middle man” in the negotiation process – ELC offer is communicated to candidate. ...</p> <p>Determination of compensation – based on our comp range</p> <p>Board members were encouraged to send recommendations to Chris Gomez for outreach.</p>	
Adjournment		
Next Meeting		January 18, 2023

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