



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
Welcome and Introductions	Dr. Kelly Roy, Interim Board Chair, Professor/Coordinator of Early Childhood Education, Florida Southwestern State College

Public Comments	Dr. Kelly Roy
1. Executive Committee Report* <ul style="list-style-type: none"> A. Presentation of HRCC Market Update and <u>Approval</u> of Recommendations, <u>pgs</u> 4-13 B. <u>Authority to Approve</u>: FY 2024 DEL Grant Agreement, <u>pgs.</u> 14-98 C. <u>Approval</u> to Update 401(k) Administrators (Affirmation), <u>pgs.</u> 99-100 	Dr. Kelly Roy
2. Approval of Board Meeting Minutes <ul style="list-style-type: none"> A. March 15, 2023, <u>pgs.</u> 101-105 	Dr. Kelly Roy
Committee Reports	
3. Finance Committee* <ul style="list-style-type: none"> A. Discussion: SR Utilization Management Forecast B. Review and <u>Approval</u> of Utilization Reports and Statements of Revenues and Expenditures, <u>pgs.</u> 106-120 C. <u>Approval</u>: FY 23 Budget Modification D. <u>Approval</u>: FY 24 ELC Budget, <u>pgs.</u> 121-129 E. <u>Approval</u>: Teachstone Training Contract (Affirmation), <u>pgs.</u>130-131 F. <u>Approval</u>: 8x8 phone implementation Agreement G. <u>Approval</u>: RCMA Contract FY 24 H. <u>Approval</u>: Collier County DOH Contract FY 24 I. <u>Approval</u>:990, <u>pgs.</u> 132-169 	Brooke Goldstein, <i>Provider Liaison/Operations Manager, Early Steps, SWFL Health Planning Council</i>
4. HR Committee* <ul style="list-style-type: none"> A. <u>Approval</u> of Updated CEO Evaluation Process B. Discussion: Updated Staff Engagement Process 	Dr. Beth McBride, <i>Director, Early Learning, Designee-Collier County Public Schools</i>
5. Nominations & Bylaws Committee <ul style="list-style-type: none"> A. Scheduled Board Development: <i>Family Child Care</i> by Lois Kendrick 	Rebecca McKellar, <i>Creative World Schools, Private For-Profit Child Care</i>

B. Status of Recruiting Gubernatorial Appointees for the ELC	
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, Golisano Children's Hospital of SWFL</i>
8. Report of the CEO* A. Executive Director's Report** <u>pgs.</u> 170-171	Dr. Melanie Stefanowicz, <i>CEO, ELC of SWFL</i>
9. Adjournment	Dr. Kelly Roy
Next Board Meeting:	June 21, 2023

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