



**EARLY LEARNING COALITION OF SOUTHWEST FLORIDA**  
**EXECUTIVE COMMITTEE**  
**Meeting Agenda**  
**September 15, 2021**  
**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:** **Marshall Bower, Interim Board Chair, Chair-Events Committee;** *President/CEO, The Foundation for Lee County Public Schools;* **Douglas Szabo, Vice-Chair, Attorney, Henderson, Franklin, Sterns and Holt;** **Brooke Delmotte, Board Treasurer,** *Provider Liaison/Operations Manager, Early Steps, SWFL Health Planning Council;* **Selina Jefferson, Board Secretary,** *Director, Mount Hermon Ministries/Dew of Hermon Early Learning Center;* **Michele King, Chair-Program Committee,** *Director Child Advocacy Program, Golisano Children’s Hospital of SW Florida;* **Jason Himschoot, Chair-Human Resources Committee, Attorney,** *Maughan, Himschoot and Adams Law Group;* **Dr. Kelly Roy, Chair-Nominations & Bylaws Committee,** *Professor/Coordinator of Early Childhood Education, Florida Southwestern State College*

**ELC Staff:** **Susan Block, Chief Executive Officer;** **Leona Adkins, Chief Quality Officer and Interim Chief Program Officer;** **Lugeenya Blackstock, Chief Financial Officer;** **Ginger McHale, Executive Coordinator;** **Janet Quintero, Administrative Coordinator**

(\*) *Materials included in Executive Committee Packet.*  
 (\*\*) *Materials posted on SharePoint for Committee Members.*

Agenda Items	Facilitator/Presenter
<b>Welcome and Introductions</b>  <b>Introduce Janet Quintero, Administrative Coordinator</b>	Marshall Bower, <i>President/CEO, The Foundation for Lee County Public Schools</i>
<b>Public Comments</b>	Marshall Bower
<b>1. Executive Committee*</b> <b>A. Approval of Meeting Minutes of August 19, 2021** <u>pgs.</u></b>	Marshall Bower
<b>2. Vote to Move the Board Meeting Minutes of August 24, 2021** <u>pgs.</u></b>	Marshall Bower
<b>3. Finance Committee*</b> <b>A. SR Utilization Forecast** <u>pg.</u></b>	Brooke Delmotte, <i>Provider Liaison/Operations Manager, Early Steps, SWFL Health Planning</i>

<b>B. Review of Utilization Reports and Statements of Revenues and Expenditures** <u>pgs.</u></b> <b>C. Approval: Amended IT Contract</b>	Council
<b>4. HR Committee*</b> <b>A. Update: Compensation &amp; Classification Study</b> <b>B. Review Organizational Chart** <u>pg.</u></b>	Jason Himschoot, <i>Attorney, Maughan, Himschoot &amp; Adams Law Group</i>
<b>5. Nominations &amp; Bylaws Committee</b> <b>A. Reminder: Recruiting Governor's Appointees</b> <b>B. Mini-Training: Pandemic Relief Funding Overview <u>pg.</u></b>	Dr. Kelly Roy, <i>Professor/Early Childhood Education Coordinator, Florida Southwestern State College</i>
<b>6. Review Agenda for the Board Meeting, September 29, 2021** <u>pgs.</u></b>	Marshall Bower
<b>Adjournment</b>	Marshall Bower
<b>Next Meeting</b>	<b>Wednesday, November 3, 2021</b>

Until further notice: All meetings will be held via Zoom.

Join Zoom Meeting September 15, 2021

<https://us02web.zoom.us/j/84927352969?pwd=V0pzaDhQVzF5dzZIR2VUUb0xRQm13QT09>

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