



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA BOARD STRATEGIC PLANNING MEETING MINUTES

January 19, 2016

4:00- 6:00 p.m.

Board Members Present: **Gerry Poppe**, Board Chair, Chief Financial Officer, Waterman Broadcasting; **Joe Paterno**, Board Secretary, Executive Director, Southwest Florida Workforce Development Board; **Peter Seif**, Board Treasurer, President, Synergy Networks **Marshall Bower**, President and CEO, The Foundation for Lee County Public Schools; **Katie Haas**, Sr. Director of FL Business Operations, Boston Red Sox; **Ashley Houk**, Chair-Program Committee, Preschool Director, First Presbyterian Preschool;; **Victor Mraz**, Financial Representative, Northwestern Mutual; **Dr. Joseph Pepe**, Health Dept. Administrator, Florida Dept. of Health in Hendry/Glades Counties, **Sherrie Quevedo**, Child Care Regulation Supervisor, Department of Children and Families; **Maggie Stevens**, Principal, Early Childhood Learning Services, Lee County School District; **Douglas Szabo, Esq.**, Henderson, Franklin, Starnes & Holt; **Dr. Denis Wright**, Chair-Nomination and Bylaws Committee, Provost and Vice President Academic Affairs, Florida Southwestern State College;

Staff Present: **Susan Block**, CEO; **Nga Cotter**, CFO/Associate Director of Business Services; **Gayla Thompson**, Chief Quality Officer; **Tom Barrick**, Chief Operating Officer; **Ginger McHale**, Executive Admin. Asst. to CEO

Board Members Absent: **Trina Puddefoot**, Board Vice-Chair, Early Steps Program Coordinator, Health Planning Council of SW Florida;; **John Ahern**, Commissioner, Glades County Board of County Commissioners; **Jennifer Lange**, Owner/Director, Little People's School; **Curt Neary**, Group Controller, Enterprise Holdings; **Maureen Ungarean**, Director of Early Learning Programs, Collier County School District; **Andrew Wozniak, Esq.**, Salvatori, Wood, Buckel, Carmichael & Lottes; **Patti Young**, Director of Operations, Redlands Christian Migrant Association (RCMA)

(*)Materials included in Board packet

(**)Materials posted on Sharepoint for Board Members' access

Agenda Items	Discussion	Action/Assignments
Welcome and Introduction	<ul style="list-style-type: none"> • Mr. Poppe called the meeting to order at 4:08pm. Board members introduced themselves. 	

Review of Data	<ul style="list-style-type: none"> Ms. Block talked about the context for this meeting, distinguishing between the Coalition’s contractual duties for the State of Florida (administration of the School Readiness and Voluntary Prekindergarten programs) and the ability of the Coalition to make an impact on the local community. Data was collected from staff through focus groups and individual interviews by Cole Peacock, consultant to the Coalition. Board members and early learning providers were surveyed with open ended questions asking them to identify the strengths, weaknesses and areas that need improvement. Resource materials for the meeting included and infographic, describing the two main funding streams, an organization chart, data results from the Board survey, data results from the provider survey, the current mission, vision and goals of the Coalition, and draft strategic goals for consideration. Ms. Block will use the data gathered by Mr. Peacock in her work with staff to address the “Capacity” goal and did not share these results with staff. Ms. Block clarified that while much of the feedback was operational, she would address those items and asked the Board to focus on strategic areas. The members spent a considerable portion of the evening discussing the survey tools. The limited response from providers focused more on operational issues than strategic ones. There was discussion about how to more fully engage the providers to solicit information that is helpful to the work of the Board. 	Ms. Block and staff will develop and implement a new survey, with assistance from the Board.
Strategic Goals	<ul style="list-style-type: none"> Mr. Seif initiated a conversation about the “Quality” Goal. The discussion of the members turned toward definitions and measurement of quality. There is not a specific measurement of the impact of the School Readiness program however, Gold Seal is designed to distinguish programs who have pursued higher quality through accreditation. This is the best measurement that we have for quality. 	Ms. Block and staff will develop a plan to increase participation in the Gold Seal program and present this to the Finance Committee for Fiscal Year 2016/2017.

	<ul style="list-style-type: none"> In a review of the draft goals, Mr. Paterno edited the “Quantity” Goal. There was consensus in favor of adopting the strategic goals as presented: <p>Awareness: Increase the community’s awareness of the need for and importance of high-quality child care.</p> <p>Quality: Implementation of strategies to increase program quality Funding to support program quality initiatives</p> <p>Quantity: increase the funding available</p> <p>Capacity: Increase the Coalition’s ability to serve the community.</p>	
Task assigned for Further Discussion	<ul style="list-style-type: none"> Ms. Block and staff will support the Board to implement the strategic goals, as presented. 	<ul style="list-style-type: none"> Updating and implementing a new provider survey Developing a plan to increase participation in Gold Seal
Adjournment	Meeting adjourned at 6:14pm	
Next Board Meeting	<ul style="list-style-type: none"> Wednesday, February 24, 2016 at 4:00 pm 	