



EARLY LEARNING COALITION OF SOUTHWEST FLORIDA
EXECUTIVE COMMITTEE
Meeting Agenda
March 1, 2023
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*; **Brooke Goldstein**, *Treasurer, Provider Liaison/Operations Manager, Early Steps, SWFL Health Planning Council*; **Michele King**, *Chair-Program Committee, Director Child Advocacy Program, Golisano Children’s Hospital of SWFL*; **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.*

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

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

Agenda Items	Facilitator/Presenter
Welcome and Introductions Chair’s Update	Dr. Kelly Roy , <i>Professor/Coordinator of Early Childhood Education, Florida Southwestern State College</i>
Public Comments 1. Executive Committee* A. Approval of Search Committee Minutes, February 3, 2023 B. CEO Transition Plan: <ul style="list-style-type: none"> • Approval: Proposed Consulting Agreement, Transition Support • Approval of Proposed CEO Transition Committee 	Dr. Kelly Roy
2. Vote to Move the Board Meeting Minutes of February 1, 2023** <u>Pgs. 16 - 22</u>	

<p>3. Finance Committee</p> <ul style="list-style-type: none"> A. Discuss: SR Utilization Management Forecast B. Review and Approval of Utilization Reports and Statements of Revenues and Expenditures C. Approval: FY23 Budget Modification D. Approval: FY 2023 Budget Amendment E. Status Update: FY DEL Fiscal Monitoring F. Approval: Sliding Fee Scale FY 2024 	<p>Brooke Goldstein, Treasurer, Provider Liaison/Operations Manager, Early Steps, SWFL Health Planning Council</p>
<p>4. HR Committee</p> <ul style="list-style-type: none"> A. Status Update Human Resources Compensation (HRCC) Market Survey B. Notification of ELC Staff One-Time Incentive pg. C. Approval: Employee Reference Guide, Section 706, pgs. D. Approval of Updated Process and Approval of CEO Evaluation 	<p>Dr. Beth McBride, Director, Early Learning, Designee-Collier County Public Schools</p>
<p>5. Nominations & Bylaws Committee</p> <ul style="list-style-type: none"> A. Board Development: Introduction, Dr. Melanie Stefanowicz B. Strategic Plan: Review of Dashboard C. Status of Recruiting Gubernatorial Appointees for the ELC 	<p>Rebecca McKellar, Creative World Schools, Private For-Profit Child Care</p>
<p>6. Events Committee</p> <ul style="list-style-type: none"> A. Hello/Goodbye Event B. Staff Appreciation Luncheon – Debrief, 2/24/23 	<p>Tara Sherrod, Director, First Baptist Preschool, Representative of Faith-Based Childcare Providers</p>
<p>7. Program Committee</p> <ul style="list-style-type: none"> A. Update 	<p>Michele King, Director Child Advocacy Program, Golisano Children’s Hospital of SWFL</p>
<p>8. Review Agenda for the Board Meeting, March 15, 2023 <u>pgs.</u></p>	<p>Dr. Kelly Roy</p>
<p>Adjournment</p>	<p>Dr. Kelly Roy</p>
<p>Next Meeting</p>	<p>Wednesday, April 19, 2023</p>

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

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