



**EARLY LEARNING  
COALITION**  
OF SOUTHWEST FLORIDA

# EARLY LEARNING COALITION OF SOUTHWEST FLORIDA

Program Committee (Face to Face and Virtual

Meetings via TEAMS) Meeting Minutes

April 14, 2023

9:00 – 11:00 am

**Committee Members Present:** Michele King (Committee Chair, ELC Board, Golisano Children's Hospital); Damaris Boone (Redlands Christian Migrant Association); Danna Breeden (Collier Health Dept and ELC Nurse); Rodrigo Gamboa-Dominguez (Challenged Minds Learning Center); Patricia Dominguez (Challenged Minds); Ashley Houk (First Presbyterian Church, Naples); Heather Singleton (Child's Path); Michelle Starr (Collier County Public Schools); Donna Hernandez (Fort Myers Technical College); Penney Norton (Division of Early Learning); Ana Neuhauser (RCMA); Jodi Garrett (Child's Path); Joanne Pachiva (Lee County School District); Stephanie Rode (St. Andrews Catholic School); Donna Killion (Discovery Day Academy IV); Jami Slack (Open Doors Preschool)

**Staff Members Present:** Susan Block (Outgoing CEO); Dr. Melanie Stefanowicz (Incoming CEO); Gilda Duran (Chief Programs Officer); Leona Adkins (Chief Quality Officer); Bronwyn Gogia (Director of Assessment and Screening); Brenda Griffin (Director of Professional Development)

**Committee Members Absent:** Yara Duchesne (RCMA); Jenn Faber (Children's Council); Dr. Carol Frink (Lee County School District); Tia Knapp (ABC Academy); Rachel McIntyre (Open Doors Lehigh Acres and Estero); Jim Ragusa (Guadalupe Center); Mary Grace Romo (Lee County School District); Kelly Roy (ELC Board Member – FSW); Char-Nequa Smith (Florida Health Department); Paul Welch (Sonrise Academy); Angela Anderson (Guadalupe Center); Rita Dellatore (Kid City); Marie Liebensohn (Lee Memorial); Mandy Willis (Faith Academy); JoAnne Fuciu (Lee Memorial System); Megan Greeley-Gibson (The Children's Community Center); Rebecca McKellar (Creative World)

Agenda Items	Facilitator/Presenter	Comments/Actions
Welcome	The meeting was called to order by Michele King at 9:01 a.m. using the TEAMS platform and face to face.	

<p><b>Michele King – Introductions</b></p>	<p>Welcomed Dr. Melanie Stefanowicz as the incoming CEO. Announcement of Susan Block (outgoing CEO)'s last day as 04/25/2023. Provided an open invitation and reminder of the Hello/Goodbye Event on Thursday evening at 6:00 p.m. here at the Coalition.</p>	
<p><b>Approval of Meeting Minutes for February 17, 2023</b></p>	<p>Draft minutes were reviewed for the February 17, 2023, meeting.</p>	<p>Motion to accept minutes as presented made by Ashley Houk, Damaris Boone seconded. Minutes will be posted on the Program Committee page at <a href="https://elcofswfl.org/program-committee/">https://elcofswfl.org/program-committee/</a>.</p>
<p><b>Susan Block – ELC Report</b></p>	<ul style="list-style-type: none"> <li>• Legislation is ¾ through the session</li> <li>• SR Funding still under consideration</li> <li>• Expansion of 8 hours VPK not approved at this time</li> <li>• Acknowledged and commended committee members for their commitment to quality.</li> </ul>	
<p><b>Leona Adkins</b></p>	<ul style="list-style-type: none"> <li>• ARPA Round 1 and Round 2 Grants are closed to applicants</li> <li>• Continuing to process payments for the Workforce Initiatives grant</li> <li>• Process and provided payments to Lee Count providers with the BOCC grant</li> <li>• ELC Emergency Disaster Grant paid out to providers</li> <li>• Save the Children Grant paid out to providers.</li> <li>• ARPA World Class Workforce Grant (WCW) – waiting on Board approval</li> <li>• Provided payout amounts for each grant to date</li> </ul>	
<p><b>Gilda Duran – Enrollment and waitlist</b></p>	<ul style="list-style-type: none"> <li>• SR 5192</li> <li>• VPK 6577</li> <li>• Waitlist consisted of 15 Households / 21 children</li> <li>• All families pulled from the waitlist leaving it at 0</li> </ul>	

<p><b>Danna Breeden, RN</b> – Health and Safety</p>	<ul style="list-style-type: none"> <li>• Still seeing hand, foot, and mouth infections</li> <li>• COVID – community transmission is up although respiratory visits to the hospital are down</li> <li>• Continue to follow the best practices issued by CDC</li> <li>• Demonstrated use of Life Vac choking devices issued to Collier County providers – replacement of Heimlich maneuver</li> <li>• Contact her for other trainings, i.e., epi pens, and diastat devices</li> </ul>	<p>Danna Breeden <a href="mailto:Danna.Breeden@flhealth.gov">Danna.Breeden@flhealth.gov</a> Phone 239-825-5218</p>
<p><b>Brenda Griffin</b> reported out for Cheryl Carpenter/Bron Gogia</p>	<ul style="list-style-type: none"> <li>• CLASS Assessments to be completed on time</li> <li>• SR/VPK contracts are out and will begin signing next week</li> <li>• Child Assessment due next month, 17% completed but should increase within the next two weeks</li> <li>• ASQ – Florida ELLE/FSU</li> <li>• Intro to Baby Navigator – parents can access online and can check to see if children need extra help. Flyers distributed in English and waiting on Spanish to be delivered.</li> </ul>	
<p><b>Brenda Griffin</b></p>	<ul style="list-style-type: none"> <li>• Literacy Buddies – 460 Volunteers / 19 Providers</li> <li>• ZOOM account is no longer offered, will now only use TEAMS</li> <li>• Plan is to move to more face-to-face trainings</li> <li>• Contact Angelica Zavala if providers need assistance with updating their profiles</li> </ul>	<p>Angelica Zavala <a href="mailto:Angelica.Zavala@elcofswfl.org">Angelica.Zavala@elcofswfl.org</a></p>
<p><b>Open Discussion</b></p>	<ul style="list-style-type: none"> <li>• Susan asked a question regarding VPK Observations</li> <li>• Damaris stated that there are not enough assessors and that options for improvement are limited at this time</li> <li>• Brenda stated that she would follow up on Moorings Park and Child's Path Golden Gate not notified of appointment for assessment</li> </ul>	

<b>Adjournment</b>	<ul style="list-style-type: none"> <li>• Michele King adjourned the meeting at 9:47 a.m.</li> </ul>	<p>Ashley Houk made the motion to adjourn the meeting, Joann Pachiva seconded the motion.</p>
<b>Next Meeting</b>	<ul style="list-style-type: none"> <li>• June 02, 2023</li> </ul>	