



Location: 102 Sunset Ln, Shalimar, FL 32579
Date: March 29, 2019
Time: 7:30 a.m.
Approved

Executive Committee Meeting Meeting Minutes

Committee Members Present:

Beth Brant, Gubernatorial Appointee, Private Sector (Poly, Inc.)-Chair
Robin Donlon, Private Sector, BBVA Compass Bank, Treasurer
Bev Sandlin, Northwest Florida State College President's Appointee-Attended by Phone
Don Edwards, Private Sector (Trustmark Bank), Vice-Chair
Louis Svehla, Walton County Commissioner's Appointee, Secretary-Attended by Phone

Committee Members Absent:

Michele Burns, CareerSource Okaloosa Walton

Coalition Staff Present:

Renea Black, Executive Director
Deanna Hernandez, Executive Assistant

Public Present:

No Public Present

Quorum:

- Quorum confirmed 7:35a.m.

I. Call to order – Beth Brant, Chair

- Beth Brant, Chair called the meeting to order at 7:45a.m.

II. Agenda*

- Beth requested a motion to approve the consent agenda as presented.

MOTION/RESULT:	APPROVE AGENDA AS PRESENTED (UNANIMOUS)
MOVER:	DON EDWARDS
SECONDER:	ROBIN DONLON



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III. Treasurer’s Report– Robin Donlon, Treasurer

- Robin discussed the January financial statement report. Renea stated we are still reporting estimated provider payments. She noted the State will be releasing access to some tables in our report writing software which will all the ELC to create reports using our data that should give us more accurate numbers. She noted a concern that the reports can only capture the data in the system, so the number of children enrolled will not be accurate until OEL corrects enrollments at their level.

Beth requested a motion to approve the Financial Report as presented.

MOTION/RESULT:	APPROVE JAN. 2019 DRAFT FINANCIAL REPORT AS PRESENTED (UNANIMOUS)
MOVER:	LOU SVEHLA
SECONDER:	DON EDWARDS

IV. New Business

- PTO Balance Request*
Renea presented the board with a memo for a PTO balance request. Members discussed the request. Renea noted that she consulted Joyce Chastain with the Krizner Group and the memo is a result of her guidance.

Beth requested a motion to approve PTO balance request as presented.

MOTION/RESULT:	APPROVE PTO BALANCE REQUEST AS PRESENTED (UNANIMOUS)
MOVER:	ROBIN DONLON
SECONDER:	LOU SVEHLA

- Request Extension of Tupelo property funds*
Renea presented a draft letter to OEL to request an extension for use of the Tupelo sale proceeds. She explained the ELC has three fiscal years in which to expend the funds and plans were to spend one-third of the funds annually beginning in this fiscal year to avoid budgeting unrecruing funds and minimizing the risk of over-enrollments in future fiscal years.

MOTION/RESULT:	APPROVE REQUEST FOR EXTENSION OF TUPELO FUNDS AS PRESENTED (UNANIMOUS)
MOVER:	LOU SVEHLA
SECONDER:	ROBIN DONLON



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V. Executive Director's Report – Renea Black

- EFS Mod Update

Renea announced that the SR attendance module has been released in the portal. However, she noted there are multiple issues preventing the ELC from making proper payments in the EFS Mod system due to incorrect enrollments and/or schedules. Staff will continue processing manually until necessary corrections are made by OEL.
- Accountability Review

Renea stated OEL staff hosted the preliminary exit conference to share potential findings/observations. Most were based on human error, staff training and provider errors.
- Board Member Child Care Program visits

Renea shared the experience of visiting Childcare Network in Defuniak Springs with Board Member, Louis Svehla. She requested input on scheduling future site visits with other board members.
- Commissioner visits

Renea stated that Lou Svehla has arranged meetings with the Walton County Commissioners during the next two weeks. The purpose of the meetings will be for program education and match development.
- Upcoming Events
 - Resilience - the Biology of Stress & the Science of Hope

Renea discussed the presentation of the film, Resilience on April 12th and encouraged board members to attend.
 - Gulf Power Symposium

Renea noted that board members, Beth Brant, Robin Donlon and Scot Copeland are attending the upcoming Gulf Power Economic Symposium.
 - Child Care Provider Appreciation Day

Renea discussed the activities planned for recognizing the work of our contracted child care provider staff in conjunction with Child Care Provider Appreciation.
 - Board Membership Orientation

Renea noted that a new Board Member Orientation will be scheduled based on Doodle Poll results.



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- **Legislative Visit Update**

Beth spoke about the legislative visits and her inspirational experience at the Children's Advocacy and Awards Reception in Tallahassee during Children's Week. Renea outlined Representative Grall's proposed funding formula. Renea also reviewed House Bills 1193, 1367 and 1027 and how they would impact the ELC-EC. Also mentioned were House Bills 4287 and 4503.

VI. Public Comment

- No public comment.

VII. Adjournment – Beth Brant, Chair

- Beth adjourned the meeting at 8:40 a.m.

Respectfully Submitted,
Deanna Hernandez
Executive Assistant

**Vote is required*

MISSION STATEMENT

Our mission is to support the success of every child and their family through quality education and care.