



Location: 1130 N Eglin PKWY Shalimar, FL  
32579  
Date: July 12, 2019  
Time: 8:00 a.m.  
Approved

## Board of Directors Meeting Minutes

### **Board Members Present:**

Bev Sandlin, Northwest Florida State College President's Appointee  
Don Edwards, Private Sector, Trustmark Bank, Vice-Chair  
Michele Burns, CareerSource Okaloosa Walton  
Robin Donlon, Private Sector, BBVA Compass Bank, Treasurer  
Louis Svehla, Walton County Commissioner's Appointee  
John Roper, Horizons Children Center of Okaloosa – By phone  
Caroline Fitzgerald, Private Sector, Gubernatorial Appointee  
Scot B. Copeland, Emmanuel, Sheppard & Condon, P.A.  
Susan Blumenthal, Retired – Private Sector  
Angie Strumeyer, Dept. of Children and Families Circuit Administrator Appointee – By phone  
Ashley Thomas, Representative of Faith based Childcare Providers  
Kathryn Barley, County Health Department Designee  
Brittney Hay, Representative of private for-profit Childcare Provider – By phone

### **Board Members Absent:**

Beth Brant, Gubernatorial Appointee, Private Sector, Poly, Inc.-Chair  
Tracey Dickey, County School District Appointee  
Kim Gillis, Head Start – State Director

### **Coalition Staff Present:**

Renea Black, Executive Director  
Alma Solano, Executive Assistant

### **Public Present:**

Janna Carroll  
Christina Morris

### **Quorum:**

- Quorum confirmed 8:03 a.m.

### **I. Call to order – Louis Svehla, Secretary**

- Louis Svehla, Secretary called the meeting to order at 8:03 am

### **II. Agenda\***

- Louis requested a motion to approve the agenda as presented.



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MOTION/RESULT: APPROVE AGENDA AS PRESENTED  
(UNANIMOUS)  
MOVER: BEV SANDLIN  
SECONDER: KATHRYN BARLEY

- Louis requested a motion to re-elect Don Edward to the Board of Directors

MOTION/RESULT: APPROVE RE-ELECTION OF DON EDWARDS  
(UNANIMOUS)  
MOVER: ROBIN DONLON  
SECONDER: KATHRYN BARLEY

- Don Edwards, Vice-Chair chairs the meeting in the absence of Chair Beth Brant. He requested a motion to approve the Board and Executive Committee minutes for February 15, 2019, March 29, 2019, May 24, 2019 and June 28, 2019

MOTION/RESULT: APPROVE MINUTES AS PRESENTED  
(UNANIMOUS)  
MOVER: ROBIN DONLON  
SECONDER: LOUIS SVEHLA

### III. Treasurer's Report

- Notice of Awards – OEL  
Renea reviewed the Notice of Award received from the Office of Early Learning, which includes the grant funding for School Readiness, VPK, and the Preschool Development Grant for child assessments. Renea shared that we have two new Early Education team members, Lena Webb and Hailey Reese. Lena is responsible for professional development for preschool teachers and Hailey is responsible for child screening and assessments.
- United Way Funding  
Renea shared that she and Beth met with United Way regarding the match funds recently awarded. They explained to the CEO that the state has revised the match funding allocation methodology. The CEO understood and indicated there would not be an issue with the United Way grant.



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- Okaloosa County Commission  
Renea explained that the Okaloosa County Commission started a new grant program, creating a change in the process. The agency is no longer guaranteed funding and will submit an application for consideration of funding.

#### IV. New Business

- Review Hearing Committee Appointees  
Don noted there will be a Review Hearing Committee meeting held at the ELC office at 8 am on August 1, 2019. Committee appointees are Brittney Hay; Robin Donlon; Bev Sandlin, Louis Svehla; and Beth. Alternate appointees are: Ashley Thomas; Michele Burns and Don Edwards. Renea will prepare the hearing packet and submit prior to the hearing.
- Incentive Pay\*  
Renea noted that incentive pay was approved at the recent Executive Committee meeting. However, the approved motion was not clear if the authorization was contingent on availability of funding.

Renea shared that due to the ongoing issues with EFS Mod, financial statements remain estimates. Following discussion, Louis suggested the incentives be placed on hold and staff pay/incentives be reconsidered following the first quarter of FY2019-20.

Renea recommended considering staff pay/incentives following the first quarter of FY2019-20.

Don made a motion to put incentive pay on hold and to revisit staff pay following the first quarter financials.

MOTION/RESULT:	APPROVE HOLD OF INCENTIVE PAY (UNANIMOUS)
MOVER:	LOUIS SVEHLA
SECONDER:	ROBIN DONLON

- Nominating Committee Appointees  
Robin Donlon, Louis Svehla and Bev Sandlin volunteered to be on the Nominating Committee.

#### V. Executive Director's Report – Renea Black

- EFS Mod Update  
Renea discussed the ongoing challenges with EFS Mod for ELC staff, parents and providers. She noted that OEL has granted authorization for ELC staff to enter attendance on behalf of



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providers with written permission. She noted ELC staff are providing extra help to parents with enrollments because enrollment numbers are still low. Provider portal training is being offered in Walton County and onsite visits to programs to assist parents with portal issues. Michele offered to bring the Career Source Mobil services onsite, so providers and parents have ELC presence onsite.

Brittney invited staff to attend parent meetings, to help with enrollments and uploading documentation. Renea stated that if invited, staff can attend parent meetings with providers. Bev stated that she and Chrissy can conduct training for the zoom app to assist staff with helping parents/providers.

- **Preschool Development Grant**

Renea shared the state has shared the list of approved child assessment tools: Galileo, High Scope, and Teaching Strategies Gold.

Renea, two Board members, and two staff will be attending equity training on July 22-23 in Chipley. She will also be traveling to Tampa for an OEL conference.

Bev introduced Christina Morris, the new full-time professor of Early Education at Northwest Florida State College. Bev noted that Mrs. Morris' first course was evaluated with a high-quality rating.

## **VI. Public Comment**

- No public comment.

## **VII. Adjournment – Don Edwards, Vice Chair**

Don adjourned the meeting at 9:33 a.m.

Respectfully Submitted,  
Alma Solano  
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.*