

**EARLY LEARNING
EXECUTIVE COMMITTEE
MEETING AGENDA**

8:00 A.M, Friday, April 22, 2016
73 Eglin Pkwy, Fort Walton Beach, Florida 32548

The Agenda will be flexible to accommodate discussions and schedules.

- 1. Call to Order, IntroductionsBeth Brant
Action Item: Approval/Correction of Meeting Agenda
- 2. Consent Agenda*
 - A. Approval Sliding Fee Scale.....Renea Black
- 3. Review of Mandated Staff HR Training.....Beth Brant
- 6. DismissalBeth Brant

• **VOTE REQUIRED**

**WEDNESDAY, MAY 11, 2016 – 8:15 A.M.
COALITION BOARD MEETING**

SERVICE DELIVERY MEETING within 15 minutes +/- end of Coalition Board Meeting
Location is CareerSource Center, 409 NE Racetrack Road, Fort Walton Beach, FL 32547

**FRIDAY, MAY 27, 2016 -- 7:30 A.M.
EXECUTIVE COMMITTEE MEETING**
Location is 102 Sunset Lane, Shalimar, FL 32579



Early Learning Coalition Executive Meeting
73 Eglin Pkwy, Suite 112
Attendance Roster
April 22, 2016

ATTENDEES

AGENCY

DAY PHONE

ATTENDEES	AGENCY	DAY PHONE
1. Connie Watson	ELC	833-3627
2. Beverly Sandlin	Private / Retired	729-2059/699-2238
3. Ronza Black	ELC	850-833-3627
4. Louis E SUEHLA	WCBCC	850-951-7101
5. Don Edwards	Trustmark	850 622 2918
6. Beth Drant PE	Private / Polyengineering	850 978-1230
7.		
8.		
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15.		
16.		

Florida's Office of Early Learning
 SLIDING FEE SCHEDULE

DAILY FEE		----- Annual Gross Income - Number of persons in Family -----														
Full-Time	Part-Time	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
0.80	0.40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
		5.940	8.010	10.080	12.150	14.220	16.290	18.365	20.445	22.525	24.605	26.685	28.765	30.845	32.925	35.005
1.60	0.80	5.941	8.011	10.081	12.151	14.221	16.291	18.366	20.446	22.526	24.606	26.686	28.766	30.846	32.926	35.006
		8.910	12.015	15.120	18.225	21.330	24.435	27.548	30.668	33.788	36.908	40.028	43.148	46.268	49.388	52.508
2.40	1.20	8.911	12.016	15.121	18.226	21.331	24.436	27.549	30.669	33.789	36.909	40.029	43.149	46.269	49.389	52.509
		11.879	16.019	20.159	24.299	28.439	32.579	36.729	40.889	45.049	49.209	53.369	57.529	61.689	65.849	70.009
3.20	1.60	11.880	16.020	20.160	24.300	28.440	32.580	36.730	40.890	45.050	49.210	53.370	57.530	61.690	65.850	70.010
		13.860	18.691	23.521	28.351	33.181	38.011	42.853	47.706	52.560	57.413	62.267	67.120	71.974	76.827	81.681
4.00	2.00	13.861	18.692	23.522	28.352	33.182	38.012	42.854	47.707	52.561	57.414	62.268	67.121	71.975	76.828	81.682
		15.841	21.361	26.881	32.402	37.922	43.442	48.976	54.523	60.070	65.617	71.164	76.711	82.257	87.804	93.351
4.80	2.40	15.842	21.362	26.882	32.403	37.923	43.443	48.977	54.524	60.071	65.618	71.165	76.712	82.258	87.805	93.352
		17.820	24.030	30.240	36.450	42.660	48.870	55.095	61.335	67.575	73.815	80.055	86.295	92.535	98.775	105.015
5.60	2.80	17.821	24.031	30.241	36.451	42.661	48.871	55.096	61.336	67.576	73.816	80.056	86.296	92.536	98.776	105.016
		18.513	24.964	31.415	37.867	44.318	50.769	57.236	63.719	70.201	76.684	83.166	89.649	96.132	102.614	109.097
6.40	3.20	18.514	24.965	31.416	37.868	44.319	50.770	57.237	63.720	70.202	76.685	83.167	89.650	96.133	102.615	109.098
		19.205	25.898	32.591	39.283	45.976	52.669	59.378	66.103	72.828	79.553	86.278	93.003	99.728	106.453	113.178
7.20	3.60	19.206	25.899	32.592	39.284	45.977	52.670	59.379	66.104	72.829	79.554	86.279	93.004	99.729	106.454	113.179
		19.898	26.832	33.766	40.700	47.634	54.568	61.519	68.487	75.454	82.422	89.389	96.357	103.325	110.292	117.260
8.00	4.00	19.899	26.833	33.767	40.701	47.635	54.569	61.520	68.488	75.455	82.423	89.390	96.358	103.326	110.293	117.261
		20.590	27.766	34.941	42.117	49.292	56.468	63.660	70.871	78.081	85.291	92.501	99.711	106.921	114.131	121.341
8.80	4.40	20.591	27.767	34.942	42.118	49.293	56.469	63.661	70.872	78.082	85.292	92.502	99.712	106.922	114.132	121.342
		21.283	28.700	36.117	43.533	50.950	58.367	65.802	73.254	80.707	88.160	95.612	103.065	110.518	117.970	125.423
9.60	4.80	21.284	28.701	36.118	43.534	50.951	58.368	65.803	73.255	80.708	88.161	95.613	103.066	110.519	117.971	125.424
		21.978	29.637	37.296	44.955	52.614	60.273	67.951	75.647	83.343	91.039	98.735	106.431	114.127	121.823	129.519
10.40	5.20	21.979	29.638	37.297	44.956	52.615	60.274	67.952	75.648	83.344	91.040	98.736	106.432	114.128	121.824	129.520
		22.869	30.839	38.808	46.778	54.747	62.717	70.705	78.713	86.721	94.729	102.737	110.745	118.753	126.761	134.769
11.20	5.60	22.870	30.840	38.809	46.779	54.748	62.718	70.706	78.714	86.722	94.730	102.738	110.746	118.754	126.762	134.770
		23.760	32.040	40.320	48.600	56.880	65.160	73.460	81.780	90.100	98.420	106.740	115.060	123.380	131.700	140.020

Parents receiving hourly care pay up to the part time fee.
 Note: 10% Parent Fee was calculated using 260 days.

2016 Poverty Level (FPL) effective January 25, 2016

ELC of Okaloosa and Walton Counties effective date: May 1, 2016

Refer to 6M-4.400, F.A.C.

Please answer the following questions:

- (1) If there is a sibling discount what is the percentage? For the second and all additional children, parent's pay one-half (50%) of the regular fee for each of the additional children.
- (2) If any family pays more than 10% of their gross income for child care, please complete the attached justification form that explains how the fees will not limit parent access to services.
- (3) Describe at what points during the year school age schedules are adjusted. For example, beginning of summer, end of summer, spring break, etc.

Sliding Fee Scale for Okaloosa and Walton Counties Coalition
 Effective date July 1, 2016

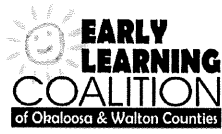
**Florida's Office of Early Learning
 SUPPLEMENTAL SLIDING FEE SCHEDULE**

DAILY FEE		----- Annual Gross Income - Number of persons in Family -----						
Full-Time	Part-Time	1	2	3	4	5	6	>= 7
12.00	6.00	23,761	32,041	40,321	48,601	56,881	65,161	73,461
		26,414	35,026	43,638	52,250	60,862	69,474	74,463
12.80	6.40	26,415	35,027	43,639	52,251	60,863	69,475	74,464
		85% SMI 29,068	38,012	46,955	55,899	64,843	73,787	75,464

SMI Source Data: 2016 Federal Fiscal Year from Low Income Home Energy Assistance Program (LIHEAP)
 Parents receiving hourly care pay up to the part time fee.
 Note: 10% Parent Fee was calculated using 260 days.

2016 Poverty Level (FPL) effective January 25, 2016

Refer to 6M-4.400, F.A.C.



**EXECUTIVE COMMITTEE
MEETING
April 22, 2016**

The Executive Committee meeting of the Early Learning Coalition of Okaloosa and Walton Counties (ELC) was held in the Doolittle Room at 73 Eglin Parkway NE, Fort Walton Beach, FL.

Committee Members Present:

Don Edwards, Private Sector (Trustmark Bank)
Bev Sandlin, Private Sector (Retired)
Beth Brant, Gubernatorial Appointee, Private Sector (Polyengineering, Inc.)
Allyson Oury, Private Sector (Saltmarsh, Cleaveland & Gund)
Louis Svehla, Walton County Commissioner's Appointee (via phone)

Committee Members Absent:

Paul Sirmans, Private Sector (Emerald Coast Title Services)
Linda Sumblin, Private Sector (Workforce Development Board)

Other:

Ms. Joyce Chastain, The Krizner Group

ELC Staff:

Renea Black, Executive Director
Connie Watson, Executive Assistant

Call to Order

Beth Brant called the meeting to order at 8:11 a.m.

Agenda

Louis Svehla made a motion to approve the agenda, Bev Sandlin seconded and the motion which carried unanimously.

Sliding Fee Scale

Bev Sandlin made a motion to accept the sliding fee schedule, Louis Svehla seconded the motion and the motion carried unanimously.

Personnel Issues

Beth Brant explained that an ELC employee has been given a Separation Agreement drafted by The Krizner Group (Employment Law Firm retained by the ELC). The employee will be provided 30 days' pay which would not normally be available to them as an incentive to sign the agreement. The employee is given seven (7) days from the date of signature to revoke the agreement. The additional pay will be made to the employee following the 7 days if notice is not provided of intent to revoke. Additionally, some employees feel they have the right to go directly to the Board of Directors with complaints rather than to the Executive Director.

Beth Brant, discussed that The Krizner Group was hired as a result of staff resisting changes being made by the new Executive Director and the termination of the ELC employee.

Renea Black reported that Client Services Coordinator, Sharon Pierce, is serving as interim Client Services Director until the hiring and training process for the position has been complete.

The Board discussed continued issues with the attitude of the receptionist. Further discussion included an email to Rodney MacKinnon, Executive Director of the Office of Early Learning which indicated non-compliance with public records request. Renea Black explained that no request for public records had been

received at the time of the email, however one has been received since that time. Renea indicated the ELC will comply with the request.

Beth Brant introduced Joyce Chastain of The Krizner Group. Ms. Chastain will be addressing the ELC staff at a mandatory staff meeting at 9:00 a.m. this morning. At this time Ms. Chastain addressed the members of the Executive Committee. She expressed concerns that employees are communicating directly with the ELC Board and recommended that Board Members not respond to them, but re-direct them to the Executive Director, Renea Black. Ms. Chastain did clarify that ELC employees should go to Board Members in cases related to the agency's Whistle Blower policy.

Renea Black will be evaluating the talents of staff and the adaptability of the team going forward. The goal will be to determine what is needed in the agency.

Ms. Chastain encouraged the Board to refrain from getting involved in daily operations and let Renea Black do her job as Executive Director.

Dismissal

The meeting adjourned at 8:50 a.m.

Respectfully submitted,

Connie Watson
Executive Assistant