



Location: 1130 N Eglin Pkwy, Shalimar, FL 32579

Date: 3.25.2022

Time: 8:00 a.m.

Board Approved: 8.26.22

Coalition Board Meeting Minutes

Board Members Present:

Beth Brant, Private Sector - Gubernatorial Appointee, Poly, Inc.-Chair
Tawanda Brown, Northwest Florida State College President's Appointee
Ray Sansom, Private Sector - Radar Group, Treasurer
Angie Strumeyer, DCF Circuit Administrator Appointee (On Phone)
Kim Gillis, Walton County Head Start Director (On Phone)
Michele Burns, CareerSource Okaloosa Walton
Amanda Negron, Private Sector - HSU Foundation
Mary Cooper, Walton County Commissioner's Appointee
Shea Boykin, Private Sector, Okaloosa County Teachers Federal Credit Union

Board Members Absent:

Caroline FitzGerald, Private Sector - Gubernatorial Appointee
Scot B. Copeland, Private Sector - Emmanuel, Sheppard & Condon, P.A
Pam Jones, School District of Walton County Superintendent's Appointee
Don Edwards, Private Sector - Renasant Bank, Vice-Chair
Amanda Colwell, Private Sector- Okaloosa County Health Department

Coalition Staff Present:

Dana Crupi, CEO
Sondra Moffit, CFO
Deanna Hernandez, Executive Assistant

Public Present:

Kristen Lupola
Ellen Kemp

Quorum:

- Quorum established 8:14 a.m.

I. Call to order – Beth Brant, Chair

Beth Brant, Chair called the meeting to order at 8:14 a.m.

II. Agenda

a. Motion to Approve the agenda

Motion Result: Approved agenda as presented - Unanimous

Motion - Ray Sansom

Second - Michele Burns

b. Minutes Coalition Board Meeting, November 19, 2021

Beth notes that these Minutes are not included in the Board packet as they were turned



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in after the packet was sent out, however, all attendees were provided a copy of the minutes to review.

Motion Result: Approved November 19, 2022, Minutes as presented - Unanimous
Motion - Ray Sansom
Second - Michele Burns

c. Minutes Executive Committee Meeting, February 18, 2022

Motion Result: Approved February 18, 2022, Minutes as presented - Unanimous
Motion - Angie Strumeyer
Second - Ray Sansom

d. Minutes Emergency Executive Committee Meeting, March 14, 2022

Motion Result: Approved March 14, 2022, Minutes as presented - Unanimous
Motion - Ray Sansom
Second - Shea Boykin

e. Summary of Executed Contracts

Sondra provided the summary of Executed Contracts for information only.

1. APRA has been added \$9,133,908. The application is in EFS but we don't yet have the guidance from DEL.
2. ESSER has been ordered. This is for tablets and headsets for VPK providers. They will receive 2 of each per classroom. They will be shipped directly to the Providers except for the School Districts.
3. GSC has been renewed

f. Status of Agency Audits & Monitorings

Sondra advised the board that the Audit with Warren Averett FY20-21 is rescheduled to April 18. We are working with DEL to complete our SCAP

III. Treasurer's Report

a. November 2021 Financial Report

i. Financial Update

Beginning with Jan-Mar we will provide quarterly financials

ii. Financial Dashboard

Sondra discussed financials, 1134 SR children served in Feb. monthly admin costs are down, YTD is still above 5% but much of admin will shift to ARPA. Our quality, 22% max, SR direct services are on target. We will be pushing to spend the infant and toddler. VPK, we served 2028 children, our VPK admin is lower than expected.



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Motion Result:	Motion to Approve Treasurer's Report as presented - Unanimous
Motion -	Mary King
Second -	Angie Strumeyer

iii. The GSC contract for our alarm systems, has been renewed

IV. New Business

a. Sliding Fee Scale

Sondra goes over the sliding fee scale has been updated to reflect 03-2021 state median income. This will be in effect for FY22-23

Motion Result:	Approved Sliding Fee Scale as presented - Unanimous
Motion -	Amanda Negron
Second -	Mary King

b. IT Service

Dana and Beth discuss the IT Challenges and state that there are changes in the works. We will have more updates at the next meeting.

c. 2022-2023 Meeting Calendar Discussion

Dana and Beth discuss plans to conduct quarterly Board meetings with the potential to have Executive meetings in between as needed.

d. Grant updates

i. ARPA Grant- We provided training to complete application. Many providers have submitted application; however, Coalitions were notified that more guidance will be provided on "types" of providers that will be deemed eligible to apply (different then original guidance provided by DEL)

ii. White Wilson Grant- Due by 3/31. Health initiative with Health Dept to provide resources (healthy eating habits) and "tools" (Age-appropriate plates, utensils) to places that children frequent.

iii. United Way Grant- Due by 3/21. We submitted a week early. Team working on presentation scheduled on April 20th.

iv. Workforce Initiative Grant- Was submitted and approved. Focus will be on retention of teachers/staff. Providing stipend based on longevity. Then second part of grant will be for providers based on licensing capacity to be used for retaining of staff.

e. Task Force Discussion- Issue- Currently we are experiencing a lack of providers for our families to utilize SR services. Part of this is due to our contracted providers not having adequate staffing, which in turn forces them to close classrooms. Dana mentioned that she is in the early stages of creating a task force that will brainstorm ideas on hiring, retention and upskilling of teachers and support staff for childcare providers.

f. Drive United Partnership with United Way- We were approached by United Way to partner with them on distribution of books and activities to children 4-5 years old. We were excited at this



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opportunity and have brainstormed how we can partner on this project. We will be working with the families that are enrolled in our VPK “Pops” schools to be the recipient of these “kits”. Once we flush out the details, Dana will update the Board at the next meeting.

V. Old Business

a. Board Member Update

i. CEO meetings with Board members- Met with Tawanda (MMCI classes as EC, Career pathway (task force), Directors classes with CEU’s) Mary, Amanda (White Wilson Grant partnership), Kristen, Shea.

1. CEO scheduling Center visits- First visit is April 8th, goal is to visit every contracted provider by June 30, 2022.

ii. New Members*

1. Ellen Kemp is introduced as the new Faith-based Provider Rep., and she gives some background info on her journey as a provider.

2. Kristen Lupola is introduced as the new Provider Rep., and she is taking over for Anthony McKinney was the former provider rep who had to resign due to the demands at his center. Dana states that he did an amazing job and continues to be helpful. Kristen introduces herself and provides some background on her experience in the childcare industry. She goes on to say that the shared passion and vision of the new CEO were the inspiration behind her decision to submit the Application for Coalition Board membership.

Motion Result: Motion to Approve new Board Members – Unanimous

Motion - Michele Burns

Second - Shea Boykin

b. SCAP Update

Sondra gave a brief update on our progress.

VI. Public Comment

None

VII. Adjournment

Beth adjourned the meeting at 9:26 a.m.

Respectfully Submitted,
Deanna Hernandez
Executive Assistant