



Location: 1130 N Eglin Pkwy, Shalimar, FL 32579

Date: 8.5.25

Time: 11:00 a.m.

Board Approved: 10.28.25

Coalition Board Meeting Minutes

Board Members Present:

Amanda Grandy, Private Sector - Gubernatorial Appointee, Chair
Lindsay Roberts, Private Sector - Osprey Title, Vice-Chair
Ardelle Bush, Private Sector - Healthy Start
Beth Brant, Private Sector - Poly, Inc.
Amanda Colwell, Okaloosa County Health Department Appointee
Kim Cox, Private Sector - Origin Bank
Julie Webb, Private Sector - Advanced Sacred Hope Academy (ASHA)
Kathy Curry, Representative of faith-based childcare providers
Jeff Brown, Private Sector - Bridging Analytics, LLC (Via Zoom)
Michele Burns, CareerSource Okaloosa Walton
Caroline Durkee, Walton County Commissioner's Appointee
Sarah Davis, Private Sector - Gubernatorial Appointee
Melissa Sidoti, DCF Regional Administrator Delegate Appointee
Brittany Wyatt, Northwest Florida State College President's Appointee
Victoria Ebert, Private Sector - Phm Management(via Zoom)

Board Members Absent:

Kim Gillis, Head Start Appointee
Shea Boykin, Private Sector - Okaloosa County Teachers Federal Credit Union, Secretary
Bambi Sealy, DCF District Administrator Appointee
Amy Bowles, Okaloosa County Schools Appointee
Amanda Negron, Private Sector - HSU Foundation
Kristen Murdy, Representative of private for-profit childcare providers
Gretta Barrett, Private Sector - Coldwell Banker Realty

Coalition Team Present:

Dana Hodges, CEO
Sondra Moffit, CFO
Angie Strumeyer, COO
Tawanda Brown, Education Manager
Deanna Hernandez, Executive Administrator

Public Present:

Emily Edge, Early Steps

Quorum:

Quorum established 11:02 a.m.

- I. Call to Order – Amanda Grandy, Chair
The meeting is called to order at 11:08 a.m.
- II. Consent Agenda*
 - a. Motion to Accept the agenda.

- b. Minutes Program Committee Meeting, May 15, 2025
- c. Minutes Coalition Board Meeting, May 16, 2025
- d. Minutes Executive Committee Meeting, June 6, 2025

Kim C. made the motion to accept the Consent Agenda as presented.
Motion is carried by unanimous vote.

- e. Summary of Executed Contracts
Sondra points out the new commercial insurance provider and July contract renewals and eliminations.
- f. Status of Agency & Monitoring
Sondra gives a brief update on the recent monitorings and advises that Angie will go into more detail on the Accountability Audit report later.

III. Treasurer's Report

- a. Quarterly Financial Report*
 - i. Financial Dashboard
As of June 30, 2025, we served 1471 children in SR, 2 in SR plus and 1781 children in VPK with the program year now at 100% completion.
 - ii. Statement of Activities
Our revenue for June is \$927,364. Fiscal Year 2024–25 revenue totaled \$16,457,399 with \$1.6 million of that amount de-obligated and returned to the State for potential reallocation to another ELC. The total expenses was \$16,758,186, the amount that appears to be a deficit is non-cash items consisting of depreciation, amortization and rights of use lease.
 - iii. Statement of Financial Position
Sondra provides a year-over-year overview and notes any significant changes.
- b. Local SR Match Report
We have utilized \$58,586 of our local match funding. Some funders operate on a different fiscal year, causing the awarded funds to be allocated across two of our fiscal years.

This fiscal year, our match funding has been reduced by \$20,000 and we anticipate continued decreasing. There are some struggles within the Community, for example, this Fiscal Year Okaloosa County did not allocate Non-Profit funding.

We will be attending the Walton County Commissioner's meeting to strategize ways to help ensure funding is received, otherwise approximately 100 children will not be served, and the workforce will be reduced due to families being unable to work.
- c. Initial Budget FY 2025-26
The initial budget for fiscal year 2025-26 is presented detailing the revenue amounts for School Readiness (SR), Voluntary Pre-Kindergarten (VPK), Grants for Local match and any In-Kind donations. The Expenses are the normal operating expenses and are the same total as the revenue.

Beth made the motion to accept the Treasurer's Report as presented.
Motion is carried by unanimous vote.

IV. New Business

a. United Way

This fiscal year ELC was awarded \$35,000 from the United Way for Match funding. They will be presenting the check at the next board meeting scheduled for October 28, 2025. In addition, we received \$5,000 from a Chelco grant. We are expanding the Reading Pals program.

b. I.A. Board Membership – Board Member Application – Emily Edge

Dana introduces Emily Edge as the new appointee from Early Steps representing an Agency Serving Children with Disabilities.

Amanda C. made the motion to accept Emily Edge's Application as presented.
Motion is carried by unanimous vote.

c. Northwest Florida State College President's Appointee – Brittany Wyatt

Dana introduces Brittany Wyatt, the new NWFSC Appointee, replacing the vacant position left with Dr. Arteaga's departure from the college.

V. Old Business

a. Audit Monitoring Report

The report was presented, stating that there were duplicate findings from the previous monitoring. The recurrence of these findings in the next audit is anticipated as a result of the monitoring cycle. The DEL team did appreciate our team and acknowledged that we do everything we can to stay compliant.

VI. Department Updates

a. Compliance and Eligibility

The Compliance department reported that we have 71 SR certified contracts with 5 more interested parties. There will be 72 VPK contracts once they are all certified. By focusing on quality improvement and higher program scores, we are seeing a reduction in non-compliance issues. Provider on-site monitoring will begin in September.

The Eligibility team, who are responsible for processing applications for service as well as child enrollments. The queue for approving applications is currently up to date. New Single Sign-On (SSO) Multifactor Authentication for the Portal has been implemented to increase security. Training for the team is being restructured to maintain alignment with the requirements of our state contract. Senior Leadership has stepped in to assist with approving enrollments to ensure Providers are able to open their programs on time.

b. Education

The role of the Education department is to support programs, teachers, families, and children. Child developmental screenings are assessed and tracked by the team.

Additionally, classroom assessments are conducted, including observations of both teacher-child and child-child interactions. With both virtual and in-person options available, training, mentoring, and professional development are offered at various times and locations to ensure broad access. The team distributes the training schedule via social media, email, and in-person visits to providers. The new quality initiative tool is presented.

VII. CEO Updates

a. Event Updates

Dates of upcoming events and a volunteer sign-up are provided. Board participation is highly encouraged.

b. Legislative Updates

Dana provides highlights of new legislative changes that will impact the Coalition, the providers, and the families in our communities.

c. Electronic Signature Policy*

While completing the Internal Controls Questionnaire (ICQ) for our State contract, we decided to implement an Electronic Signature Policy allowing us to sign documents electronically. The document is reviewed; no discussion takes place.

Beth made the motion to approve the Electronic Signature Policy as presented.
Motion is carried by unanimous vote.

d. Team Updates

The Board advised that we currently have an Eligibility position open and we have eliminated the Education Coordinator position. It is also stated that while we have another Eligibility Specialist out on medical leave the ELC of Northwest Florida has stepped in to assist during the interim. Members of Senior Leadership have also stepped in to ensure the work is being completed.

e. VPK Updates

This year Florida's VPK program celebrates their 20th birthday. Florida was one of the first states in the country to offer free prekindergarten for all 4-year-olds regardless of family income. Since the VPK program launched in 2005, more than 3.1 million children have benefited from the VPK program.

Kindergarten Readiness Rates – Okaloosa County is at 41%, Walton County is at 43%. ELC is working with the School Districts to assist with children not attending VPK.

The informal designations are as discussed, August 14th is the anticipated release date for the formal designations.

f. Miscellaneous Income

Some of the additional miscellaneous incomes for FY25-26 are as follows:

- Moose Lodge - \$1,000
- Emerald Coast Hospice - \$5,000
- Operation Childcare Project (OCCP) – Approximately \$4,000
- We applied for the FPL Grant to support Build a brain bags



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VIII. Action Items

a. Increase SR & VPK Enrollments

We have increased VPK & SR enrollments; however, funding notifications are currently on hold due to pending State funds. We are placing families on a waitlist at this time. Dana, along with Okaloosa County Assistant Superintendent John Spolski and his team, are devising a strategy aimed at increasing enrollment in the VPK program.

b. Early Educator Workforce

Operation Childcare Project is focusing on non-traditional care.

As a result of Okaloosa County Commissioner Paul Mixon's vision, the ELC partnered with the Boys and Girls club to create a pilot caregiving program. Members of The Care Crew received first aid and CPR certifications. The main focus was on creating an opportunity to introduce the early learning pathway to potential early childhood educators.

c. Leverage Community Partners

We have a Read Together initiative, Rally for Reading and Bosses for Books, our main goal is to get books into family homes.

Dana recently completed Leadership Walton and was accepted into the Florida Early Childhood Advocacy Fellowship. She was requested to be the Small ELC Representative for the small Coalitions across the State. She was also asked to be on the Executive Committee for the AELC.

IX. Public Comment

Caroline Durkee is recognized as Walton County's Employee of the Quarter.

Brittany Wyatt announces that the NWFSC enrollments for Early Childhood Education and Elementary Education are climbing.

X. Adjournment

Amanda adjourned the meeting at 1:00 p.m.

Respectfully Submitted,
Deanna Hernandez
Executive Administrator