



Early Learning Coalition of Escambia County

Executive/Finance Committee Meeting Minutes

May 27, 2021 8:30 a.m.

Members Present

Van Mansker

Roger Thompson

Mona Jackson

Members Absent

Marcus McBride

Staff

Bruce Watson

Vicki Pugh

Becki Rutchland

Paula Rollins

Nina Daniels

Public

None

I. Welcome and Introductions

Notification of the Executive/Finance Committee Meeting scheduled for April 22, 2021 was sent to the Pensacola News Journal and posted to the Coalition Public Calendar Board on April 1, 2021. The meeting was called to order by Mr. Mansker.

II. Public Comments

There were no public comments.

III. Consent Agenda

Upon a motion made by Mr. Thompson and seconded by Ms. Jackson, the Consent Agenda, consisting of the Agenda, Minutes of April 22, 2021, and Financials for March and April 2021 was approved without objection.

IV. Status Reports

- a. SR/VPK Fiscal Year Benchmark Report, Enrollment/Wait List Status Report, and Contracting Summary Report

1. SR/VPK Fiscal Year Benchmark Report:

Through April, the Coalition was about \$1,800,000 dollar behind budget in total School Readiness grant spending. Direct services (SLOTS) are just under 82% of expenditures. VPK administrative spending is above 4% because of the unprecedented low enrollments this year resulting in less spending in VPK services which increases the percentage of spending necessary to manage the VPK program.

2. Enrollment/Wait List Status Report:



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The enrollment of children in the School Readiness Program was back above 2,900 from a low of 2,850 the month prior. The community continues to be impacted by the decision of many people to remain on unemployment instead of working. The Coalition continues to clear the Wait List each week. SRMT match enrollments met the targeted level of enrollments and children are continued to shifted from SRMT to BG8 so as not to over expend SRMT funding. As of May 1, the balance remaining for May and June was only \$39,812. The OEL Notice of Award (NOA) was reviewed to highlight the unprecedented number of additions and deletions in funding this past year. Most recently was the addition of \$1.6 million to cover CRRSA Phase V grant awards.

3. Contracting and Fraud Summary Report:

The Coalition added no new SR or VPK Providers since the last report.

V. Committee Recommendations

None.

VI. Old Business

a. COVID Impact on Operations - Parent Fees Waived May/June

The OEL has reinstated paying all parent fees for the months of May and June. Parents and Providers were informed. The Statewide Data System (EFS MOD) will be set to automatically pay the fees for these two months.

b. Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Phase V

The OEL rolled out CARES Phase V for all providers, contracted and noncontracted. All potential recipients were notified and applications have coming in. It is planned that all recipients will be paid It is expected that the authorization and funding will be made available in May.

c. Coalition Relocation Update

Negotiations for the Coalition to rent new office space in the Tower Plaza building at the south end of Town and Country Plaza are going well. The landlord has agreed to renovate the fourth floor and half of the first floor to suit the needs of the Coalition.

d. Insurance Claim Update

The insurance company has paid approximately \$30,195.32 of the claim submitted by the Coalition. This covered the costs of mitigation, records disposal and disposal of all of damaged furniture and equipment. These costs were accounted for by direct invoices the Coalition provided, and there was no requirement for them to adjusted or confirmed by a Contents Specialist. The Contents Specialist is still working up a report to send to the Claims Adjustor for payment. The insurance company is not pleased in the amount of time this has taken.



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e. Audits and Reviews for 2021

1. OEL Accountability Review, Jan-Mar 2021

This review is in process. The week set aside for the “site” has been completed virtually. The Coalition received the draft results and is in discussion with the OEL to resolve their findings.

2. OEL Financial Review, Feb-Apr 2021

This review started shortly after the other review. The week set aside for the “site” has been completed virtually. The Coalition received the draft results and is in discussion with the OEL to resolve their findings.

f. Legislative Update

The Legislature is in session and is contemplating significant changes to the structure and processes of the Coalitions. HB 419 will integrate the OEL into the larger DOE structure and make it a Division, vice Office, under DOE. VPK programs will be required to program assessments like the SR programs currently do.

g. Escambia Children’s Trust Update (I)

VII. New Business

- a. DOH Medical Support Contract Non-Renewal for 2021-2022/MOU Alternative (D)
- b. OEL Time Reporting and Compensation (D)
- c. Board and Staff Time Reporting and Compensation Policy Workgroup (CR)
- d. 2021-2022 Grant Agreement (CR)

Adjourn: Meeting was adjourned at 9:45 a.m.

Next Meeting: June 24, 2021 at 8:30 a.m. at the Early Learning Coalition Office, 3300 North Pace Boulevard, Suite 210, Pensacola, Florida 32505