

Early Learning Coalition of Escambia County
Executive Finance Committee Meeting Minutes
August 23, 2018 – 8:30 AM

Members in Attendance

Kermit Housh	Van Mansker	Mary Ann Winstead
Roger Thompson	Brett Rowell	

Teleconferencing

Mona Jackson

Staff

Bruce Watson	Dawn Engel	Paula Rollins
Vicki Pugh	Anne Cynkar	David Whipps

Members Absent

Roger Thompson

I. Welcome and Introductions

The EXCOM meeting was called to order by Mr. Housh

II. Public Comments

There were no public comments.

III. Consent Agenda:

a. Consent Agenda Approval:

Upon a motion made by Mr. Rowell and seconded by Mr. Mansker the Consent Agenda consisting of the Agenda and Minutes of July 26, 2018 were accepted and approved without objection.

IV. Status Reports

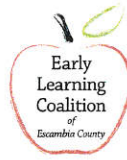
a. SR/VPK Fiscal Year Benchmarks, Enrollment /Wait List Status Report, and Contracting Summary Report:

The Chair directed to forgo the Status Reports and proceed to the discussion of the EFS Modernization (EFS MOD) System.

b. EFS MOD

Since EFS MOD went live beginning July 1, 2018 there have been constant challenges for all Coalitions. Although OEL has been working to make the system work and fix numerous issues, after nearly two months this new system the Coalition is still experiencing critical challenges that either prevent, or make it hard and very time consuming, to:

- Calculate payments for Providers payments
- Correct parent/child records
- Complete attendance records
- Verify and/or enter eligibility, new enrollments, and re-determinations.



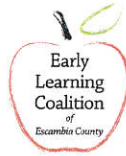
These issues, and others, are of critical concern for Coalitions. Because records cannot be properly validated, and reliable reports cannot be generated, the actual number of children enrolled cannot be determined, and therefore there is no way to determine how much money has been spent to date or how much is owed to the Providers. The former EFS “Legacy” system only allows the Coalition to retrieve accurate data up to June 30, 2018. The issues with EFS MOD has led one Provider to contact OEL and ask questions about his payment, and errors with his account on the OEL Provider Portal. Specifically, seven new children recently enrolled to his facility do not appear in his account. Unfortunately, OEL did not have an answer for him or were uncertain and this left the Provider with an unsatisfying experience.

The Chair asked when the Providers would be paid. Mr. Watson stated that it would be around September 20, 2018 as usual, however, the system could not process payments correctly and therefore for the second month in a row Providers would be paid an “estimated” payment based on what they were paid for June 2018. Providers would still be required to turn in all their documentation during the first three business days of September. The EFS MOD system still cannot do electronic attendance sheets, so Providers are required to still submit paper attendance sheets. During various testing phases of this system, the Coalition noted that there were major issues with this system beyond the errors that resulted from a flawed data migration process. Mr. Watson shared that he is concerned that is only a matter of time before Providers, either locally or elsewhere in the State, take their issues public or contact other sources such as; the State IG, AG, or the governor’s office. Ultimately, this may even lead to court action which could result in an injunction to cease using the EFS MOD system until it is fixed.

The Chair inquired into what progress has been made since the transition to the new system. Mr. Watson shared that processing clients has improved, but the ability to go into the system and retrieve accurate and updated data is still non-existent. The limited functionality of the program and the inability to enroll children accurately into the system is hampering the Coalition’s ability to enroll new children, and to know how many to enroll, in order to increase enrollments in an effort to use the \$847,146 the OEL recently added to the Coalition’s SR award.

The Coalition intentionally started the fiscal year with 3,350 children enrolled. This was an increase of 100 children above the base line for last year. The increase was made to expend all the SR award for last year. Since 1, July 2018 the Coalition has had a net loss of 57 children. This includes new additions during this same period through TANF and Protective Services. (Priorities 1 and 2’s.) Mr. Watson added that the Coalition had not pulled off the wait list since May 2018 but began again on August 20, 2018. At that time, 137 children were pulled off the wait list.

The Chair asked Ms. Winstead to share her opinion of how the new EFS MOD system is impacting her facility. Ms. Winstead shared that there was not a big impact at her facility yet, but she could foresee a potential hardship if full payments to Provider’s could not be made soon. Mr. Watson explained that in order to pay the Providers in August for services in July the Coalition executed the OEL approved contingency plan and paid the providers a percentage of what they were paid in June 2018 using the EFS “Legacy” system.



V. **New Business.**

a. Gulf Power Foundation Grant

The Gulf Power Foundation is thinking of donating \$300,000 over a five year period, \$60,000 per year, to the four Coalitions in Northwest Florida to support early education programs, and particularly quality improvement initiatives. The Coalition is working with the ELCs of Santa Rosa, Emerald Coast, and Northwest to develop a regional proposal for the Foundation to consider. One stipulation made by the Gulf Power Foundation is that the donations could not go for slots. If approved, ELC Escambia will be the Executive Agency for the Gulf Power Foundation and our Coalition would receive an additional \$3,000 to cover admin costs.

The Chair commented that Wells Fargo has also been very active in supporting local programs which is having an impact on families in our communities, and suggested that the Coalition look into this program.

b. County Commission Grant

The Chair mentioned that the Escambia County Commissioners have tentatively decided to move the Coalition funding from the Outside Agency category to the Economic Development category using the local option sales tax. This is a win-win situation for all parties involved. This may prove to be of even more benefit to the Coalition in the future as the County is anticipating budget cutbacks in the next few years. The Commissioners stated next year budget for Outside Agencies may be cut by as much as 50%.

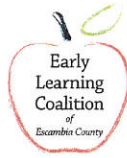
c. Annual Internal Control Questionnaire

The Annual Internal Control Questionnaire was sent to members several weeks prior to the meeting to review. Mr. Watson explained that a many of the questions remained unchanged from the previous year's report, and therefore the answers were the same as well. However, there were a few additions and some previous answers were modified to provide more clarification. The newest category added to this year's report focused on the electronic applications and storage of digital imaging. The Chair directed that Mr. Watson send a copy go to Christina Doss, to review.

A motion was made by Mr. Mansker and seconded by Mr. Rowell to approve the Internal Control Questionnaire Report for 2017-2018. The Annual Internal Control Questionnaire Report was accepted and approved without objection.

d. Participation in Achieve Escambia Workgroups

A Board member sent the Executive Director an email concerning Coalition participation in one of the Achieve Escambia Indicator Task Force workgroups. This Board member is also Chair of the workgroup. The Coalition decided not to participate in the workgroup because its' focus, a Public relations campaign to increase use of developmental screenings, was determined not part of the mission of the Coalition. The Board member asked the Coalition to reconsider its decision. The Coalition did so, and the decision remained the same. The issue is raised here only because the Board member had attempted to use their board position as a factor to be considered in the decision.



e. October's EXCOM meeting rescheduling

The Committee agreed to change the date of the October meeting from October 25, 2018 to October 18, 2018.

VI. Committee Recommendations

- a. None.

VII. Upcoming Audits and Reviews

- a. Financial Review - On site visit:

The OEL Financial Review on site visit is scheduled for October 22-26, 2018. The Coalition was exempt from receiving a Financial Review last year because of the stellar results from the year before. The Coalition is anticipating a month-long process with the pull list coming in September. Ms. Rutchland stated that the reviewers will probably review documents and records as far back as 2016.

VIII. ED/Chair Travel

- a. ED: AELC Meeting - September 26, West Palm Beach
- b. ED: First 1,000 Days Conference - September 26-28, West Palm Beach
- c. ED: AELC/OEL ED/ELAC Meetings - October 24-26, Miami
- d. CHAIR: ELAC Meeting - October 26, 2018, Miami

IX. Adjourn

Meeting was adjourned at 9:41 a.m.

Next Meeting: September 27, 2018 - 8:30 a.m., at the Early Learning Coalition Office, 3300 North Pace Boulevard, Suite 210, Pensacola, FL 32505