

**Early Learning Coalition of Escambia County  
Special Board Meeting Minutes  
October 23, 2017 - 10:00 AM  
Chair: Kermit Housh**

**Members in Attendance**

Kermit Housh	Brett Rowells	Drew Hardgrave
Peggy Steward	Melody Meier	Mary Ann Winstead
Judy Dickinson		

**Members Called In**

Mona Jackson	Edna Williams	Marty Tutchtone
Mary Ann Bickerstaff		

**Members Absent**

Cindy Kirk	Susan Nelms	Jeanne Martin
Christina Doss	Craig Jones	Gerald Boone
Shawn Jennings	Van Mansker	Wendi Ochs

**Members of the Public**

Roger Thompson

**Staff**

Bruce Watson	Dawn Engel	Paula Rollins
Holly Stratton	Becki Rutchland	

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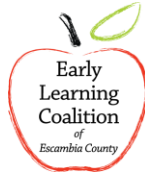
**I. Welcome and Introductions:**

Mr. Housh called the meeting to order.

**II. Coalition Policy Review and Approval**

**A. Provider Monitoring Plan, ELCEC 4401.1C**

OEL requires the Provider Monitoring Plan to be reviewed annually to ensure the policy remains in compliance with Rule. The most substantive change is section 7.0 regarding Transportation Operations Monitoring. It was added as an additional form of monitoring not required by OEL Tier I or Tier II monitoring requirements. The Coalition, in conjunction with DCF, is establishing a local requirement to go out and monitor transportation operations more closely. Upon recommendation by the Executive Committee and seconded by Mr. Hardgrave, the Board approved the new Provider Monitoring Plan, 12OCT17, ELCEC 4401.1C.



**B. Provider Contract Eligibility Policy, ELCEC 2101.1B**

This policy was amended to provide a Coalition definition for the term “family” as used in Rules 6M-4.610 and 6M-8.301 for SR and VPK contracting respectively. Upon recommendation by the Executive Committee and seconded by Ms. Meier, the Board approved the Provider Contract Eligibility Policy, ELCEC 2101.1B.

**C. Anti-Fraud Plan, ELCEC 4100.1D**

OEL requires the Coalition to review and re-submit the Anti-Fraud Plan every year. OEL reviewed our draft plan, and required us to make a few changes before OEL would grant approval. The plan was changed to add wording from the new version of Rule 6M-9.400, which specifically governs Coalition Anti-Fraud Plans. Upon recommendation by the Executive Committee and seconded by Mr. Rowell, the Board approved the new Anti-Fraud Plan, ELCEC 4100.1D.

**III. Adjourn: Meeting adjourned at 10:06 a.m.**

**Next Regularly Scheduled Meeting**

10:00 a.m. – Thursday, December 14, 2017  
3300 North Pace Blvd, Suite 210, Pensacola, FL 32505

**Minutes approved by:**

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Brett Rowell, Board Secretary

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Date