

**Early Learning Coalition  
Resource Development Committee  
November 20, 2018 – 10:00 AM**

**Persons in Attendance**

**Committee Members:**

Mary Ann Winstead (Chair)	Shawn Jennings	Roger Thompson
Kimberlee Spencer	Brenda Hardy	Phyllis Gonzalez
Cindy Kirk	Mary Ann Bickerstaff	

**Staff:**

Bruce Watson	Vicki Pugh	Anne Cynkar
Melissa Stankard		

**Non-Committee Member Partners/Public:**

Paige Morton	Emily Brink
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**Teleconferencing:**

None

**I. Welcome and Approval of Agenda**

The meeting was called to order at 10:00 a.m. by Ms. Winstead. The Agenda was approved and accepted upon a motion made by Mr. Thompson and seconded by Ms. Jennings. Mr. Watson made a motion to revise the agenda and add Protective Service Providers to New Business. Ms. Gonzalez seconded the motion to revise the agenda.

**II. Public Comments**

There were no public comments

**III. Approval of Minutes of September 18, 2018**

The Minutes of the September 18, 2018 meeting were approved and accepted upon a motion made by Ms. Kirk and seconded by Ms. Hardy.

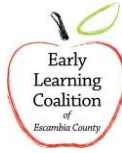
**a. Medical Support Services Report**

Ms. Jennings shared that ELC Nursing Services has an annual screening goal of 1,200. Year to date the ELC Nursing Services have served 1,209 children which included screenings, education classes and 61 centers.

Ms. Jennings reported in September, the medical support staff screened 314 children for vision and hearing, nine children were referred for vision and 14 referred for hearing and 16 education classes. In October the medical support staff screened 287 children for vision and 286 for hearing, 22 children were referred for vision, and 24 for hearing and held 21 education classes.

**b. CCR&R Update**

In the month of September there were 100 CCR&R interviews of which 75 were new interviews and 25 were repeat interviews. In October, there were 138 CCR&R interviews of which 93 were



new interviews and 45 were repeat interviews. Most of these callers were single parent homes, and the primary reason for care was employment for working parents. Other factors for many of the parents included location, and transportation issues.

After Hurricane Michael, the Coalition assisted several families from the Bay County area. Four families were enrolled in the program, five families returned to their homes and six came in with a homeless referral from Opening Doors of North West Florida. Ms. Stankard was unable to contact the remaining families therefore status is unknown.

The Parent/Provider Resource Room is fully operational and is available to assist parents with making applications for our programs, uploading documents and searching for resources. Presently, the Resource Specialist are reaching out to assist parents here at the Coalition or by phone from their homes. Since October there has been a staff change in the Child Care and Resource Referral Office with Ms. Miller replacing Ms. Wirick who retired.

### **c. Program Support Summary**

Ms. Pugh shared that book distributions have increased. It is normal that more books are distributed in the Fall and Spring. This is because during these two seasons there are more events such health fairs and community gatherings like the one recently held at Brownsville.

An interesting note shared by Ms. Pugh related to Program Accountability is that in this report there were the same number of contract compliance monitorings conducted as there were corrective action notifications issued. This does not necessarily mean there is a direct correlation because quite often corrective action notices are issued because of ASQ or other contractual non-compliance. There is, however, a connection with the new Health and Safety Standards requirements. Providers are routinely receiving violations from DCF, and the Coalition is required to acknowledge the violation and issue a corrective action notification. This means Providers now must respond to both DCF and the Coalition on what corrective actions they are taking in response to each violation.

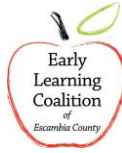
In July and August the CLASS observations conducted were done as part of the Pay for Performance (PFP) as an initiative for the Providers and their staff. However, in November the School Readiness (SR) supports and focuses on program assessment that go with the new contract year.

VPK enrollments were lower this year and it is speculated that the implementation of EFS MOD made have impacted the ease at which parents could do online enrollments and this may have had an impact on the VPK numbers being lower.

## **V. Old Business**

### **a. Wait List and Contract Summary**

As of November 12, 2018, there were 193 children on the Wait List, and the following week another 24 children were added to the list. With the Coalition's goal to enroll 3,500 children it is



no easy task to enroll another 200-250 children even when every effort was made by the Eligibility Department to notify parents, and to assist parents with completing the application process and submitting the required documentation. The Coalition is somewhat baffled by the results of recent Wait List Pulls, for example on the last pull out of 301 notifications only 17% of the parents responded and only 43 children were enrolled. In early November, the Coalition will pull another 130 children off the Wait List. The results will be closely monitored.

The Coalition saw the normal annual spike in SR enrollments in July, but this year there was a significant decrease in SR enrollments in August and September compared to June.

Currently there are 1,996 enrolled in VPK. Enrollment numbers are from the old EFS system. Historically, VPK enrollment numbers do not peak until November of each year. However, currently the Coalition is significantly short of the average 2,200-2,300 children enrolled each year.

The Coalition is now relying on the old EFS Legacy system to process Provider payments and is only using EFS MOD for enrolling children and redetermining children. As a result, Providers are now being paid based on services rendered. Once all the data was entered and all the calculations were completed in EFS Legacy, there were 16 Providers that were underpaid. They will receive checks for the difference. The rest were overpaid. Some of the smaller centers were significantly overpaid. To alleviate any financial hardship for those Providers that requested it repayment arrangements over a three-month period have been set up by the Coalition.

#### Contracting and Fraud Summary Report:

Currently there are 88 School Readiness Providers and 78 VPK Providers.

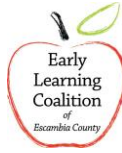
Since the last report, one new SR Provider contracted with the Coalition, and four SR Providers terminated their contracts by their own choice. Two Providers requested Review Hearings after the Coalition terminated their contracts for exceeding the number of allowable DCF Class 1, Class 2, and/or Class 3 Violations. In both cases the Review Hearing Committee upheld the actions of the Coalition to terminate and revoke their eligibility to provide SR services for five years. It was noted that the Coalition has not terminated many Providers and in 2017 or 2018. In this period the Coalition has terminated nine contracts.

One VPK Provider contract was terminated due to failure to do VPK Assessments as required.

There were no Fraud cases to report.

#### **b. EFS Modernization Transition Update**

The EFS Modernization system continues to have issues with undeveloped program functions that should have been in place prior to the original release of this system in July. During the last week of December OEL will still be conducting required testing but insists that by January 1, 2019 all developmental functions will be available to Coalitions for processing reimbursements. This does



not appear to be realistic goal. Regardless, the Coalition will continue with using EFS Legacy calculate Provider payments and ensure they are paid on time and as accurately as possible.

**c. Grow With Me/LENA Update**

During attendance days in October, the Providers received a flyer with an explanation about the Fall recruitment schedule for the Grow with Me (GWM)/LENA Grow Program (with Child Care Centers) and LENA Start Program (with Parents). Currently, the Coalition is recruiting to have ten Providers in GWM. There are two Family Child Care Homes signed up, and two other Providers are considering participating in GWM.

Ms. Pugh added that she attended a Grade Level Reading Conference at which that UF demonstrated a parent tool for use with infants and toddlers. This new tool is called “Talk To Me Baby” and is well researched. It is not as involved as LENA. It is an online training program and it will allow parents to engage through their phones and other take home materials. More information will be provided as it becomes available.

**d. Performance for Pay (PFP) Program and Programs Assessments**

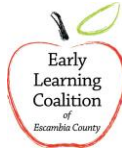
Currently, there are XX Providers, consisting of 105 classrooms, in the Pay for Performance (PFP) Program. They receive their annual Program Assessments as part of the PFP Program. All Providers not in PFP will be scheduled to receive their annual Program separately. Prior to the observations being scheduled the Provider have to input their data into the Wels System Portal using the checklist which the Coalitions provides. WELS randomly pulls what classrooms will be observed during the visit. Each month Providers receiving an Assessment are get a notification as part of their attendance day package. The Provider will not know the exact day but they will know the two week period the coalition will visit and they have the option to let the Coalition know if there any scheduling conflicts during those two weeks.

The CLASS Scores will determine if the Provider will receive a contract for the following year. A Provider may score well enough to be contracted, but if their score is between 2.51 to 2.99 they will be in a Quality Improvement Plan (QIP) for the following contract year. In this case it will be for the contract beginning on July 1, 2019. The intent is to require the Providers to do certain tasks to improve the quality of their program and hopefully score better on their next annual Program Assessment. Starting in contract year 2019/2020, if the Provider receives a score below 2.51 on their annual Program Assessment the Coalition is required to terminate their SR contract within 30 days.

Of note, is that experts in education and some Coalitions feel that the 2.51 threshold is too low, and the minimum should begin at the 3.0 and the QIP score should be in the 3.0 - 4.0 range.

For Providers receiving scores between 3.0 to 7.0 they will receive rate incentives. How much the incentive is will based on what their score is.

**VI. New Business**



#### **a. SR Capacity and Space Availability Reporting**

The Coalition has recently implemented an SR Capacity and Space Availability list which will aid parents in finding adequate available space and services for their children. Likewise, this list serves to help Providers to fill their vacancies. Responses to our requests to get the data for this list has been very poor, which undermines the goal of having a quick reference list to help parents find a place to enroll their child(ren). Mr. Watson clarified the purpose and the function of this list and requested that Providers report their SR capacity (not licensed capacity) and the number of spaces they have available at any given time.

Whether, or not, to place the SR Capacity and Space Availability List on the website was a question presented to the Committee for discussion and it was met with mixed opinions resulting in a negative response. The primary reason for the negative response was that it may be perceived as displaying a preference for specific Providers.

#### **b. Financial Audit Review Recap-**

Overall, the OEL Financial Audit Review in October 2018 went well. During the OEL visit the findings were minimal. One of the findings was the Coalition had several stale checks with a cumulative value of \$238.00.

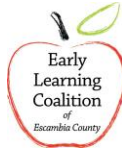
#### **c. Eligibility Priorities Change**

At the last meeting Mr. Watson discussed with the Committee the requirements for a local needs assessment as a prerequisite before the Coalition could change the eligibility priorities. By statute if the Coalition wanted or needed to change the eligibility priorities list a needs assessment had to be completed first. Recently, Headstart completed a needs assessment for the local community and the Coalition received approval from OEL to use this assessment to meet the OEL requirement.

Also, at the last meeting a listing of the nine Eligibility Priorities was given to all the members to be used as survey for getting input on what order each priority should be on the list. The results of the survey are incorporated in the draft Eligibility Priorities List. Mr. Watson explained that Priorities 1 and 2 by statute had to remain the same. The rationale for the new order of the Priorities 3 to 7 was discussed at length. There were no changes recommended for Priorities 8 and 9. Upon a motion made by Ms. Gonzalez and seconded by Ms. Kirk the Committee approved without objection to forward the draft Eligibility Priorities List to the Executive Committee with the recommendation for submission to the Board for approval and implementation. It was also stated that the Eligibility Priorities List will be included in the ELC Coalition Plan submission due to OEL by the end of the year.

#### **d. Protective Services Children/Providers**

On November 2, 2018 Ms. Gonzalez hosted a meeting with representatives from the four Northwest Florida counties in Region 1 to discuss the urgent need for infant and toddler slots throughout the region. This persistent shortage impacts protective service placements. Several agencies in the area by necessity have relaxed their restrictions on who can serve Protective Service children. In the past these restrictions have been an agency to agency operating practice which was never formalized in writing. One change would be to allow all SR Providers, and not



just licensed, to serve Protective Service children. This Coalition was one that did not allow license exempt Providers from serving Protective Service children. However, that decision made prior to the new Health and Safety inspections and other oversight requirements, such as contract monitoring, were in place. Because of the Coalition and DCF's involvement in these facilities at least three to four times a year some of the hesitation to allow registered homes and other licensed exempt categories to serve Protective Service children has gone away. Mr. Watson proposed to the Committee that this restriction be removed, and that all contract Providers who want to be allowed to serve Protective Services children. Upon a motion by Ms. Gonzalez and seconded by Mr. Thompson the Committee approved without objection to forward the recommendation to the Executive Committee and the Board to approve dropping the restrictions on SR Providers so that all contract Providers are eligible to do Protective Services. Mr. Watson stated that there would also be special training for all Providers not currently providing services to Protective Services children in January 2019.

## **VII. Community Partner Updates**

### **a. ARC Gateway**

Ms. Aisha Adkison assisted ARC Gateway in getting connected with Escambia High School Early Childhood Academy students who attended their Fall Festival. The interaction with the children was rewarding and there were many beneficial opportunities to see the different skills taught.

Ms. Bickerstaff also extended a special thank you to the Coalition for their partnership in the community and for sharing their facilities and supporting training for the Providers and Achieve Escambia in the ELC training room. She also recognized and thanked Ms. Abney for her outstanding efforts delivering the ASQ training at ARC Gateway.

### **b. DCF Outreach**

Ms. Gonzalez announced that April is dedicated to Prevention Awareness Month. A summit will be held April 5, 2019. There will be various locations for this project. Reaching out to families and children who have not had a developmental screening will be the target during the summit. This summit will also include educational presentations on topics such as brain development. DCF Outreach is also partnering with Achieve Escambia for this event and they will focus on parenting and the family.

### **c. DCF Regulation**

Nothing to Report

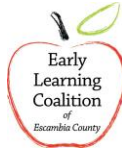
### **d. Department of Health 5-2-1-0**

No representative was present to report

### **e. Florida Association for Infant Mental Health (FAIMH)**

No representative was present to report.

### **f. Gulf Coast Kids House**



Ms. Doty has been with the Prevention Program from ground zero and in six years the program has reached its tipping point resulting in pre and post testing of 5% of the population. Currently they have educated over 15,000 adults and children and their goal before the end of the year is to have visited every elementary school in the county. The Leadership Pensacola Group received funding and are putting their efforts into improving course pre and post testing on line, working with the Charter Schools, and High Schools. Mr. Thompson shared that this staff gave a 1.5 hour Providers training for over 185 Providers and child care staff.

**g. Pensacola State College**

Ms. Kirk announced that new students will be attending Skills USA for the first time in January 2019. Currently PSC is ordering cheaper text books for students. PSC completed a webinar with DCF on the FCCPC. They will launch an exam tied to this program. There is an 18-month time line for the exam to be in place. Ms. Millie from Early Care will pilot the program along with Ms. Kirk's students. Various program changes are being made to an existing course in Health, Safety and Nutrition. This course however, will be tailored specifically for students in the Early Childhood studies.

A Leadership Course for Directors may be available by summer of 2019. There is a new assistant on board who will be assisting with online courses and workshops. Enrollment and cost are the factors that are being considered before implementing these courses. A recommendation to view the FloridaShines website may help students to find available classes in various locations and may increase the enrollment for this class.

**h. School District Education Career Academy**

No representative was present to report.

**i. School District VPK**

No representative was present to report.

**j. Western Panhandle Early Steps**

Three months in Pensacola and Ms. Kimberlee Spencer, the new Program Manager at Western Panhandle Early Steps, is seeing many changes in the short time onboard while serving four counties. One change is the increase in referrals for Pace, Milton, and Santa Rosa. The second change is the need to improve communication between permanent staff and support staff, such as understanding the roles of others in the classroom and alleviating Providers concerns regarding having Early Steps staff in their centers.

**VIII. Adjourn**

Meeting adjourned at 11:43 a.m.

**Next Meeting:** January 15, 2019 at 10:00 a.m.