

**Early Learning Coalition of Escambia County
Board Meeting Minutes
April 14, 2022 10:00 a.m.
Chair: Van Mansker**

Members in Attendance

Roger Thompson	Paul Fetsko	Shannon Nickinson
Mona Jackson	Marcus McBride	Brian Wyer
Richard Wright	Craig Jones	Deborah Tucker

In the absence of the Chair Mr. Roger Thompson assumed the role as Acting Chair

New Board Members approved at this meeting:

Melissa “Misi” Birdsall Reginald “Reggie” Dogan

Members Absent

Van Mansker	Mary Ann Bickerstaff	Melody Meier
Steven Sanchez	Cindy Kirk	Angela Strumeyer
Edna Williams	Shanna Robinson	

Public in Attendance

Tammy Greer (ED Escambia Children’s Trust, prospective mandatory Board member)

Staff in Attendance

Bruce Watson	Dawn Engel	Vicki Pugh
Nina Daniels	Fred Perkins	

I. Welcome and Introduction

Notification of this meeting of the Board of Directors was posted to the Coalition Public Calendar Board and sent to the Pensacola News Journal for publication on April 1, 2022. The meeting was called to order by Mr. Thompson.

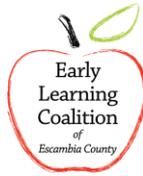
II. Public Comments

- a. Ms. Greer introduced herself as the new Executive Director of the Escambia Children’s Trust and looks forward to working with the Coalition.

III. Chair Comments

- a. **Approval of Consent Agenda: Meeting Agenda, Minutes of the February 10, 2022, Board Meeting, and Financial Statements for December 2021 and January and February 2022.**

Upon a motion made by Ms. Jackson and seconded by Mr. Fetsko, approval of the Consent Agenda, consisting of the Meeting Agenda, Minutes of February 10, 2022, meeting, and



Financial Statements for December 2021 and January and February 2022 was approved without objection.

IV. Executive Committee Report:

a. CAAPC/Headstart Board Designee

CAAPC has nominated their Director of HeadStart, Ms. Melissa (Misi) Birdsall, to be their designee. Upon a motion made by the EXCOM and seconded by Mr. Jones appointment of Ms. Birdsall to the Board was approved without objection.

b. Private Sector Board Application

At the invitation of the Chair and Executive Director, Mr. Reginald (Reggie) Dogan with the Early Brain Development Division of the Studer Community Institute applied for appointment to the Board as a private sector member. Upon a motion made by the EXCOM and seconded by Ms. Jackson appointment of Mr. Dogan to the Board was approved without objection.

c. Personnel Handbook Revision – Approval

Minor changes were necessary to the version of the Personnel Handbook approved in December 2021 to clarify several points such as how PTO is calculated in our new pay roll system and how benefits are implemented now that all employees work immediately for the Coalition, vice Landrum staffing. Upon a motion made by the EXCOM and seconded by Mr. Jones revision of the Personnel Handbook was approved without objection.

V. Executive Director’s Report

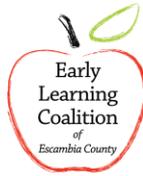
a. Benchmark Tracker, Enrollment/Wait List Status Report, and Contracting Summary Report

The Benchmark Report through February 2022 was presented. The Coalition is behind SR spending for two reasons. One is in the first part of the year not enough parents applied for services. Two is that more recently pulling from the Wait List has been restricted because of the number of children who have been pulled and whose parents cannot find a place to serve their children. It is not practical to pull children if their parents cannot find a provider. The major reason for this lack of capacity is that providers do not have enough staff to work, so they are unable to open all their classrooms or have had to reduce classroom sizes.

There are 2,790 children enrolled in the School Readiness program of which 98 are SRMT and 1,105 are school-age children. Currently, pulls from the Wait List occur as the number of children pending provider placement falls below 30.

There are 1,583 children enrolled in VPK for the 21-22 VPK Program. For the 22-23 VPK program, there are already 918 children approved.

There are 84 SR Providers, and 71 VPK Providers. There are no new fraud cases to report.



VI. Old Business

a. Coalition Relocation

The move in was completed in January and most work was completed in February. There are a few items such as getting the new HVAC system working as designed that still need some work.

b. DEL CRRSA Phase VI - Coalition Workforce Initiative for Early Educators (CWIEE) Application

The Coalition submitted the application for the use of \$523,000 for recruitment, retention and improving the health of the child care industry in Escambia County.

c. DEL Financial Review for 2021-2022 February 2022

The Finance Review scheduled for November and postponed to February was finally conducted in March. The final report is being completed by the DEL.

d. ARPA Grants

The first round of ARPA Grants was for direct payments to Providers. The amount each Provider will receive has been split into three payments to be paid over the next six months. The amount each Provider will receive is based on a variety of factors, from total enrollments, ages of children being served, scores on CLASS assessments, how many SR children are enrolled and if the Provider agrees to use at least 25% of the grant for employee benefits.

e. Board Orientation

The Orientation for new Board members followed the Board meeting. All members who have not attended a Board Orientation were asked to attend in person.

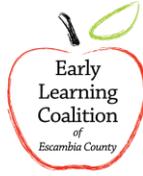
VII. New Business

a. Attempted Theft of Coalition Funding and Opening of New Checking Account

A concerted effort was made by an unknown person or persons to illegally access the funds in the Coalition checking account. Counterfeit checks were printed and through a variety of fraudulent methods unsuspecting third parties were included in this attempt to access Coalition funds. Fortunately, the Coalition was called early on and payment on all counterfeit checks was blocked. No funds were lost. To further ensure the safety of Coalition funds a new checking account was opened and the old one is already closed. All parties who regularly credit or debit the Coalition account have been contacted and required changes have been made. By informal consent, but without a vote, the Board concurred that opening a new checking account was required and approved.

b. DEL Notice of AWARD (NOA) dated February 10, 2022

DEL released the latest NOA for the addition of ARPA funding and funding for conducting SRPAs.



c. Legislative Update

Good news and news of interest in legislative actions this year. The most significant increase in VPK funding since inception of the program was approved. Other legislation mandates a new allocation plan for Coalition funding.

d. DEL Recognition of ELC Escambia CLASS Score Improvements

Last week DEL published a comparison of CLASS score results from 2019-2020 to 2021-2022 to date for the State in the form of top ten list for domain scores and level of improvement between the two years. ELC Escambia was recognized for having the most improvement in CLASS scores between these two years and the highest overall averages in the three categories.

VIII. Adjourn

The meeting adjourned at 11:25 a.m.

Next Meeting: Thursday, June 9, 2022, at 10:00 a.m. at the Early Learning Coalition Office at 1720 West Fairfield Dr., Suite 100/400, Pensacola, FL 32501

Minutes of the meeting on April 14, 2022, of the Board of Directors of the Early Learning Coalition of Escambia County were approved by the Board on June 9, 2022.