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

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: ____________________________ Brett Rowell, Board Secretary  ____________________________ Date