



Early Learning Coalition of Escambia County

**Executive/Finance Committee Meeting Minutes**  
July 22, 2021 8:30 a.m.

**Members Present**

Van Mansker

Roger Thompson

Mona Jackson

**Members Absent**

Marcus McBride

**Staff**

Bruce Watson

Vicki Pugh

Fred Perkins

Becki Rutchland

Paula Rollins

Nina Daniels

**Public**

None

**I. Welcome and Introductions**

Notification of the Executive/Finance Committee Meeting scheduled for July 22, 2021, was sent to the Pensacola News Journal on July 12, 2021, and posted to the Coalition Public Calendar Board on July 1, 2021. The meeting was called to order by Mr. Mansker.

**II. Public Comments**

None.

**III. Consent Agenda**

Upon a motion made by Mr. Thompson and seconded by Ms. Jackson, the Consent Agenda, consisting of the Agenda and Minutes of June 24, 2021 and Financials for May 2021, was approved without objection.

**IV. Status Reports**

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

1. SR/VPK Fiscal Year Benchmark Report:

Through May, the Coalition was about \$2,000,000 behind budget in total School Readiness grant spending. Direct services (SLOTS) are just under 82% of expenditures. VPK administrative spending is above 4% because of the unprecedented low enrollments this year resulting in less spending in VPK services which increases the percentage of spending necessary to manage the VPK program.

2. Enrollment/Wait List Status Report:



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Nearly 3,000 children are enrolled in the School Readiness Program. The community continues to be impacted by the decision of many people to remain on unemployment instead of working. The Coalition continues to clear the Wait List each week. For the year 172 children, from 125 families, were enrolled in the SRMT program. The SRMT grant authorization was spent to less than \$2,000 remaining at the end of the year.

### 3. Contracting and Fraud Summary Report:

With the beginning of the new contract year, three Providers decided not to renew their contracts, bringing the total of SR Providers down to seventy-nine. Likewise, one VPK Provider chose not to renew their contract bringing the total down to sixty-four.

#### b. EOY Summary Reports

Summary reports for the Medical Support Program, CCRR and Program Support were reviewed. Highlights included, over 1,900 vision and 1,900 hearing screenings conducted, over 900 CCRR interviews conducted, over 10,500 books distributed, nearly 4,000 developmental screenings conducted, 133 children in the LENA program and over 250 children enrolled in Teachings Strategies Gold.

## V. Committee Recommendations

### a. Eligibility Manual - Update

The RDC recommended Board approval of the revised Eligibility Manual. Upon a motion made by Mr. Thompson and seconded by Ms. Jackson, a recommendation to the Board to approve the revision to the Eligibility Manual was approved without objection.

### b. Vehicle Alarm Requirement – Status and Options

The RDC recommends the Executive Finance Committee approve the proposal that if the Division of Early Learning (DEL) does not pay for Providers to purchase the newly required vehicle safety alarms that are required by statute, that the Coalition pay for them out of the funds budgeted for quality. Upon a motion made by Mr. Thompson and seconded by Mr. Mansker the proposal for the Coalition to purchase vehicle alarms if the DEL does not provide funding was approved without objection.

## VI. Old Business

### a. 2021 Legislative Actions - DEL Reorganization, VPK Assessments

The legislature passed several bills this year impacting early learning, the most significant of which will add program assessments to VPK, change the Office of Early Learning to the Division of Early Learning, require satisfaction surveys for Coalition, and state mandated evaluations for Executive Directors.

### b. DEL CRRSA Phase V Grants

All of the Providers that applied for a CRRSA Phase V Grant were paid by mid-June. Over \$1.3 million was paid in this round of COVID relief payments.



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### c. Coalition Relocation Update

It appears the work to remodel the new Coalition offices is going slower than expected and it will be mid-October before the move can be started.

### d. OEL Reviews for 2021

#### 1. Accountability Review, Jan-Mar 2021

The Accountability Review has concluded with only two Corrective Action Items that need to be complete in the coming months. One for ensuring the ED submits changes to the Coalition Plan in a timely manner and the other for conducting CCRR call spot checks.

#### 2. Financial Review, Feb-Apr 2021

The Financial Review process is still ongoing. The Coalition received 11 findings, which have been rebutted and are awaiting final resolution.

### e. Escambia Children's Trust Update

The Trust made the deadline for submitting the necessary paperwork for approval of the milage rate increase to begin this year. As a result, funding for the Trust will be available in October 2022. The Trust has begun the search for a paid Executive Director and the hiring of staff.

### f. Time Reporting and Compensation Policy Workgroup Schedule

The DEL still has not published their new guidance on time reporting and compensation, therefore, a schedule for the workgroup meetings is still on hold.

## **VII. New Business**

### a. DEL Disaster Relief Payments for Teachers

Similar to the program the State put in place for all teachers to get a disaster relief payment, child care teachers and Directors are eligible to get a \$1000 payment as well. The DEL decided to contract a third party to process the applications and payments and Coalitions are not involved.

### b. ED Annual Evaluation

The annual evaluation for the Executive Director was reviewed. The Chair commented on what a fantastic job Mr. Watson has done this past year in dealing with the pandemic, a fire, and a hurricane, all while ensuring the Providers and staff were all taken care of. Upon a motion made by Mr. Thompson and seconded by Ms. Jackson, a recommendation to the Board to approve the annual Executive Director Evaluation was approved without objection. Additionally, upon a motion made by Mr. Thompson and seconded by Ms. Jackson, a recommendation to the Board to approve a 3 percent pay increase for the Executive Director, in line with the staff increases, was approved without objection.

### c. Faith-Based Provider Representative



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The school the Board member who is the Faith-Based Provider Representative lost the VPK contract. Therefore, this member may not be eligible to sit on the Board anymore. The Coalition requested this item be presented to the Board for resolution. Upon a motion made by Mr. Thompson and seconded by Ms. Jackson, a recommendation to the Board to consider removal of Mr. Stephen Sanchez from the Board was approved without objection.

d. Travel of the Executive Director for Fiscal Year 2021-2022

Upon a motion made by Mr. Thompson and seconded by Ms. Jackson, blanket approval for travel of the Executive Director in conjunction with Coalition, DEL, AELC or other State business for Fiscal Year 2021-2022 was approved without objection.

**Adjourn: Meeting was adjourned at 9:45 a.m.**

**Next Meeting: August 26, 2021, at 8:30 a.m. at the Early Learning Coalition Office, 3300 North Pace Boulevard, Suite 210, Pensacola, Florida 32505**