



Early Learning Coalition of Escambia County

**Executive/Finance Committee Meeting Minutes**

August 25, 2022 8:30 a.m.

**Members Present**

Van Mansker  
Marcus McBride

Roger Thompson

Mona Jackson

**Members Absent**

None

**Staff**

Bruce Watson  
Dawn Engel

Vicki Pugh

Nina Daniels

**Public**

None

**I. Welcome and Introductions**

Notification of the Executive Finance Committee Meeting scheduled for August 25, 2022, was sent to the Pensacola News Journal on August 1, 2022, and posted to the Coalition Public Calendar Board on August 1, 2022. The meeting was called to order by Mr. Watson since Mr. Masker was running late.

**II. Public Comments**

None.

**III. Consent Agenda**

Upon a motion by Mr. Thompson and seconded by Mr. McBride, the Consent Agenda, consisting of the Agenda and Minutes of July 28, 2022, was approved without objection.

**IV. Coalition Status Reports**

a. Enrollment/Wait List Status Report:

There are 2,657 children enrolled in the School Readiness Program. The Coalition has slowed pulling from Wait List each week to keep the number of children whose parents cannot find a childcare provider to no more than 30 children. It's been over 4 months since there were any children pulled from the waiting list. Future pulls will be dependent upon the number of children waiting for a provider, as opposed to funding available to place children in care. Currently there are 700 children on the Wait List. There are currently 1,976 children approved for VPK.

b. Contracting and Fraud Summary Report:

There are 84 SR providers and 72 VPK providers. There is no fraud to report for the year.



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### **V. Committee Recommendations**

- a. None.

### **VI. Old Business**

- a. DEL 2021-2022 Finance Review - Update

The DEL 2021-2022 Finance review is done. Everything in the report from last year was resolved to DEL's satisfaction. This year there are three findings that are noted with details in the review. Upon a motion made by Mr. McBride and seconded by Mr. Thompson, the recommendation to take the 2021-2022 Finance Review to the Board was approved without objection.

- b. CRRSA and ARPA Grant Funding -Update

The DEL did roll over the CRRSA and ARPA Grant money. There is \$350,000 allocated for direct Provider Payments that will not be used since all providers who could get paid, did get paid. The Coalition is trying to see if that money can be reallocated to workforce retention.

During an ARPA Round 2 planning session with DEL, how to better allocate the funds was discussed. Federal approval is required of any new plan that is developed.

- c. End of Year Funding Transition and Financial Position

The end of year funding transition is making steady progress. The 13<sup>th</sup> invoice is working out to be at least a 4-thousand-line ledger. The goal is to have the 13<sup>th</sup> invoice completed by the first week of September. The invoice must be submitted by September 19, 2022.

- d. County Match Funding and Escambia Children's Trust

The Escambia Children's Trust is willing to consider funding the Coalition's match fund requirement. The Trust Board will meet on September 13, 2022. Vicki Pugh and Van Mansker will be attending the meeting.

- e. Executive Director Evaluation

The evaluation will be ready for the September EXCOM meeting.

### **VII. New Business**

- a. Finance Director Selection

The interview process has wrapped up for the Finance Director position. There were 5 candidates chosen for interviews, from which only 3 candidates were interviewed. One candidate declined to interview because they accepted a job with another company and one candidate did not show up for the interview. The interview team consisted of Dawn Engel, Vicki Pugh, Mona Jackson and Bruce Watson. Of the three candidates interviewed, the interview team agreed that Kimberly Sparks had the best qualifications and resources to step in with the current situation. She will be offered the position.



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### b. SR Provider Contract Termination

An SR Provider Contract termination letter was delivered to Blueprint Christian Academy. They have had two DCF Class 1 violations in the last 6 months. The first was for having an employee working with the children who was hired without having a background screening. The second was for an allegation that a child was hurt while in their care and the Provider did not take appropriate actions to tend to the child. The second incident is under investigation by the ECSO.

### c. Complaint Filed with the Florida Secretary of State Office

There was a complaint filed with the Florida Secretary of State by an ex-employee of one of ELC's Providers. The employee quit her job before she received the CRRSA retention incentive and she called the ELC office and was told that if she went back to work somewhere in childcare that the Coalition would consider giving her the incentive. Apparently she was not satisfied with this answer and went to the Florida Secretary of State Office and filed an official complaint. DEL backed our decision. Since filing this complaint, she has taken a job in childcare and will be receiving the retention incentive.

### d. ED PTO September

The ED will be on PTO from September 13 to 18, 2022.

## **VIII. Adjourn: Meeting was adjourned at 9:19 a.m.**

**Next Meeting: September 22, 2022, at 8:30 a.m. at the Early Learning Coalition Office, 1720 West Fairfield Dr., Suite 100/400, Pensacola, Florida 32501**