



EARLY LEARNING COALITION OF
BREVARD COUNTY, INC.
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Board of Directors Meeting
Tuesday, May 28, 2019 at 3:00 pm
Revised 5.28.2019

- I. Call to Order
- II. Pledge of Allegiance
- III. Coalition Roll Call by Self Introduction
- IV. Consent Items
 - a. Minutes: April 16, 2019
- V. Committee Reports
 - a. Executive/Finance Committee
- VI. New Business
 - a. Executive Director Announcement
 - b. School Readiness Reconciliation Update
 - c. Agency Budget 18.19
 - d. 2019 Sliding Fee Scale Model 7.1.19
- VII. Old Business
 - a. EFS Modernization (Portal) Updates
 - b. OEL
 - c. Finance Reports
 - d. Melbourne Building Update
- VII. Public Comment
- VIII. Adjourn

Next Meeting: June 18, 2019



EARLY LEARNING COALITION OF BREVARD COUNTY, INC.



MINUTES:	Board of Directors Meeting
DATE/TIME:	Tuesday, April 16, 2019 at 3:00 p.m.
LOCATION:	Early Learning Coalition of Brevard, Conference Room 1018 Florida Ave, Rockledge, FL
MEMBERS PRESENT:	Terri Barlow, Alan Bergman, Mark Broms, Victoria Candelora, Ian Golden, Linda Halpin, Natalie Jackson, Elizabeth Mills, Heather Quidort, and Gena Tiedeman
EXCUSED ABSENT MEMBERS:	Robin Buckmaster, Lori Duester, Khaled Jarrah, Don Lusk, Henry Perez, and Althea Puzio
UNEXCUSED ABSENT MEMBERS:	
STAFF PRESENT:	Jodi Ammons, Jessica Beecham, Eneida Colon, Lisa Diggs, Helen Haynes, Sharlene Humphry, Dennise Milan, Harriet Paredes, Tina Snyder and Gina Sousa
GUEST PRESENT:	
CALLED TO ORDER:	Alan Bergman called the meeting to order and quorum was established at 3:08 p.m. Pledge of allegiance took place and introductions were conducted.


<i>AGENDA ITEM</i>	<i>SUMMARY/DISCUSSION</i>	<i>ACTION/FOLLOW-UP</i>
Consent Items	<ul style="list-style-type: none"> a. Minutes: February 19 and March 19, 2019 b. Directors Report 	<p>Victoria Candelora motioned for the Consent Items to be approved.</p> <p>Heather Quidort seconded the motion. The motion passed unanimously by all Board members.</p>
Committee Reports	<p>Executive/Finance Committee: Alan Bergman reported to the Board the April Executive/Finance Committee was canceled because of the members' conflicting schedules and there were no pressing issues needing to be discussed.</p>	No Action/Follow-up
New Business	<p>Tax Form 990: The Board reviewed the draft Tax Form 990 and were informed that the auditors were correcting the ELC Mission Statement and the finding regarding a subrecipient contract was being updated before submitting the final Tax Form 990. The Executive Committee will review the final form before it is submitted.</p> <p>School Readiness Reconciliation Updates: Gina reminded the Board that the Providers are being paid with the formula Cathie created. The Providers are still having issues with using the attendance in the Portal. The Coalition staff is working with providers to get all attendance in manually by having the providers send the Coalition a list of children names that need to be researched. The staff is working on correcting each case. Coalition staff has gone out to several provider locations to offer technical assistance.</p> <p>Mark Borms inquired what can be done as a form of reconciliation before the end of the year and what has OEL said about the situation?</p> <p>Gina informed the Board that OEL has stated that money budgeted for this year will be rolled over to next year for Provider payments. The Coalition ED Meeting minutes will be sent to the Board where Rodney stated this. Only one ELC has been able to use the Portal for payment and it was incorrect. The Board questioned what the ELC ED's IT people are doing? The Coalitions have been sending 5 staff a monthly to Tallahassee to work with OEL but with no resolution. The ELC EDs have</p>	No Action/Follow-up

	<p>considered taking the issues to the Media. The Board will be kept up to date if there is any news.</p> <p>2019 ELC Provider Conference: Harriet Paredes, the Director of Quality and Compliance, reported to the Board that the Provider Conference was successful and the Providers were able to enjoy the day of “Renewing the Passion” for early learning.</p> <p>Waitlist status and School age siblings: Dennise Milan and Sharlene Humphrey, the Family Services Administrators, informed the Board currently there are only 191 children on the Waitlist and most of the families have school age children. The Board reviewed the Priorities (see attached) and discussed Priority 3.1: “A child from birth to the beginning of the school year for which the child is eligible for admission to kindergarten in a public school under s. 1003.21(1)(a)2. who is from a working family that is economically disadvantaged.” The Coalition is requesting permission to enroll school age children of families currently enrolled in services on their re-determination date. There are only 92 cases with school age children. If they families did enroll their school age children they would stay enrolled until 6th grade. The Board also discussed other ways to raise awareness to of the waitlist to the community.</p>	<p>Heather Quidort motioned to approve the enrollment of School Age siblings of families currently receiving services on the family’s re-determination date. Victoria Candelora seconded the motion. The motion passed unanimously by all Board members.</p>
<p>Old Business</p>	<p>Executive Director Selection Update: Mark Borms reported the Committee is still working on the ED selection. At the most recent meeting on April 11th both Candidates gave oral presentations to the ELC Leadership team, several Board and staff members. After the presentations, the Committee met and discussed the candidates. The members were not able to decide and have another meeting scheduled for April 18th at 9:00am.</p> <p>EFS Modernization (Portal) Updates: Discussed earlier in the Meeting.</p> <p>Finance Reports: No reports to give at this time.</p> <p>Melbourne Building Update: Gina informed the Board that the building has walls and is moving forward. There is still a predicted move in date for August 2019. The Coalition staff will keep the Board will be kept up to date.</p> <p>Legislative Update: Gina visited the Legislative members in Tallahassee with different Coalition EDs during the last AELC meeting. The Coalition members were surprised at how many Legislative members were not aware of the Early Learning Coalition and the work we do. Representative Groul was present at the AELC meeting and the new funding formula was tabled until next year because there was not enough information available. The Coalition EDs will be working to gather information to send to the Legislative members regarding how to distribute the School Readiness funding.</p>	<p>No Action/Follow-up</p>

	Most of the bills that the Board and Coalition members have been following have not made it through the Senate and House discussions.	
Public Comment/Board Announcements	N/A	No Action/Follow-up
Adjournment	The meeting was adjourned at 4:07 pm	Jeffrey Harrison motioned for the adjournment of the Board meeting. Natalie Jackson seconded the motion. The motion passed unanimously by all Board members.
Next Meeting	May 21, 2019	No Action/Follow up

April 2019 Board of Directors Minutes Approved:

Respectfully Submitted,


6/3/2019
 Signature Date
 Executive Coordinator

Approved

6/3/19
 Signature Date
 Interim Executive Director

Early Learning Coalition of Brevard County
Agency Budget 18.19 - Revision 2

5/14/2019

<u>Revenue:</u>	FY18.19 Budget Rev 1	FY18.19 Budget Rev 2	Change %
Office Of Early Learning			
School Readiness Grant Award	\$ 20,013,858	\$ 20,238,609	1.12%
Performance Funding Project (PFP) Grant Award	\$ 498,448	\$ 335,044	-32.78%
VPK Grant Award	\$ 11,530,805	\$ 11,530,805	0.00%
VPK Outreach & Awareness Grant Award	\$ 23,348	\$ 23,348	0.00%
United Way (all sources)	\$ 262,000	\$ 262,000	0.00%
Child Care Executive Partnerships Partners	\$ 91,386	\$ 91,386	0.00%
In-kind Revenue	\$ 59,284	\$ 65,940	11.23%
Contributions/Match (includes CDBG funding)	\$ 71,621	\$ 71,621	0.00%
Match Raising Events	\$ 2,500	\$ 2,500	0.00%
Total Revenue:	\$ 32,553,250	\$ 32,621,253	0.21%
<u>Expenses:</u>			
SR Direct Services (Child Care Slots - all funders/match OEL - 88.71%)	\$ 16,845,815	\$ 17,954,392	6.58%
VPK Direct Services	\$ 11,091,395	\$ 11,091,395	0.00%
ELC Operations	\$ 3,097,695	\$ 2,360,878	-23.79%
ELC Quality Initiatives	\$ 742,444	\$ 902,763	21.59%
ELC Quality Initiatives - PFP, Stipends, Training	\$ 775,901	\$ 311,825	-59.81%
Total Expenses:	\$ 32,553,250	\$ 32,621,253	0.21%
Net Income/(Deficit)	\$ (0)	\$ (0)	

Florida's Department of Early Learning
SLIDING FEE SCHEDULE

----- Annual Gross Income - Number of persons in Family -----

DAILY FEE		FPL as indicated unless otherwise noted	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1.00	0.50		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5.00	2.50	50%FPL	6,245	8,455	10,665	12,875	15,085	17,295	19,505	21,715	23,925	26,135	28,345	30,555	32,765	34,975	37,185
2.00	1.00		6,246	8,456	10,666	12,876	15,086	17,296	19,506	21,716	23,926	26,136	28,346	30,556	32,766	34,976	37,186
10.00	5.00	75%FPL	9,368	12,683	15,998	19,313	22,628	25,943	29,258	32,573	35,888	39,203	42,518	45,833	49,148	52,463	55,778
3.00	1.50		9,369	12,684	15,999	19,314	22,629	25,944	29,259	32,574	35,889	39,204	42,519	45,834	49,149	52,464	55,779
15.00	7.50		12,489	16,909	21,329	25,749	30,169	34,589	39,009	43,429	47,849	52,269	56,689	61,109	65,529	69,949	74,369
4.00	2.00		12,490	16,910	21,330	25,750	30,170	34,590	39,010	43,430	47,850	52,270	56,690	61,110	65,530	69,950	74,370
20.00	10.00	FPL	14,572	19,729	24,886	30,043	35,199	40,356	45,513	50,670	55,827	60,983	66,140	71,297	76,454	81,611	86,767
5.00	2.50		14,573	19,730	24,887	30,044	35,200	40,357	45,514	50,671	55,828	60,984	66,141	71,298	76,455	81,612	86,768
25.00	12.50	85% SMI	16,654	22,548	28,441	34,335	40,229	46,122	52,016	57,910	63,803	69,697	75,590	81,484	87,378	93,271	99,165
6.00	3.00		16,655	22,549	28,442	34,336	40,230	46,123	52,017	57,911	63,804	69,698	75,591	81,485	87,379	93,272	99,166
30.00	15.00	85% SMI	18,735	25,365	31,995	38,625	45,255	51,885	58,515	65,145	71,775	78,405	85,035	91,665	98,295	104,925	111,555
6.80	3.40		18,736	25,366	31,996	38,626	45,256	51,886	58,516	65,146	71,776	78,406	85,036	91,666	98,296	104,926	111,556
34.00	17.00	85% SMI	19,463	26,351	33,239	40,126	47,014	53,902	60,789	67,677	74,565	81,452	88,340	95,228	102,115	109,003	115,891
7.60	3.80		19,464	26,352	33,240	40,127	47,015	53,903	60,790	67,678	74,566	81,453	88,341	95,229	102,116	109,004	115,892
38.00	19.00		20,191	27,337	34,482	41,627	48,773	55,918	63,064	70,209	77,354	84,500	91,645	98,790	105,936	113,081	120,227
8.40	4.20		20,192	27,338	34,483	41,628	48,774	55,919	63,065	70,210	77,355	84,501	91,646	98,791	105,937	113,082	120,228
42.00	21.00	85% SMI	20,920	28,323	35,726	43,129	50,532	57,935	65,338	72,741	80,144	87,547	94,950	102,353	109,756	117,159	124,562
9.20	4.60		20,921	28,324	35,727	43,130	50,533	57,936	65,339	72,742	80,145	87,548	94,951	102,354	109,757	117,160	124,563
46.00	23.00		21,648	29,308	36,969	44,630	52,291	59,951	67,612	75,273	82,934	90,594	98,255	105,916	113,577	121,237	128,898
10.00	5.00		21,649	29,309	36,970	44,631	52,292	59,952	67,613	75,274	82,935	90,595	98,256	105,917	113,578	121,238	128,899
50.00	25.00	85% SMI	22,376	30,294	38,213	46,131	54,050	61,968	69,886	77,805	85,723	93,642	101,560	109,479	117,397	125,315	133,234
10.80	5.40		22,377	30,295	38,214	46,132	54,051	61,969	69,887	77,808	85,724	93,643	101,561	109,480	117,398	125,316	133,235
54.00	27.00	185%FPL	23,107	31,284	39,461	47,638	55,815	63,992	72,169	80,346	88,523	96,700	104,877	113,054	121,231	129,408	137,585
11.00	5.50		23,108	31,285	39,462	47,639	55,816	63,993	72,170	80,347	88,524	96,701	104,878	113,055	121,232	129,409	137,586
55.00	27.50	85% SMI	24,043	32,552	41,060	49,569	58,077	66,586	75,094	83,603	92,111	100,620	109,128	117,637	126,145	134,654	143,162
11.80	5.90		24,044	32,553	41,061	49,570	58,078	66,587	75,095	83,604	92,112	100,621	109,129	117,638	126,146	134,655	143,163
59.00	29.50	200%FPL	24,980	33,820	42,660	51,500	60,340	69,180	78,020	86,860	95,700	104,540	113,380	122,220	131,060	139,900	148,740
12.00	6.00		24,981	33,821	42,661	51,501	60,341	69,181	78,021	86,861	95,701	104,541	113,381	122,221	131,061	139,901	148,741
60.00	30.00	85% SMI	26,854	36,357	45,860	55,363	64,866	74,369	83,872	93,375	102,878	112,381	121,884	131,387	140,890	150,393	159,896
12.80	6.40		26,855	36,358	45,861	55,364	64,867	74,370	83,873	93,376	102,879	112,382	121,885	131,388	140,891	150,394	159,897
64.00	32.00	85% SMI	28,727	38,693	48,659	58,625	68,591	78,557	88,523	98,489	108,455	118,421	128,387	138,353	148,319	158,285	168,251
12.80	6.40		28,728	38,694	48,660	58,626	68,592	78,558	88,524	98,490	108,456	118,422	128,388	138,354	148,320	158,286	168,252
64.00	32.00	85% SMI	30,600	40,514	50,427	60,341	70,255	80,169	90,083	100,000	110,000	120,000	130,000	140,000	150,000	160,000	170,000

Parents receiving hourly care pay up to the part time fee.

Note: 10% Parent Fee was calculated using 260 days.

Refer to 6M-4.400, F.A.C.

Income 85% State Median Income: Upper threshold for eligibility

2019 Poverty Level (FPL) effective January 11, 2019
L:HEAP IM 2018-03 State Median Income Estimates

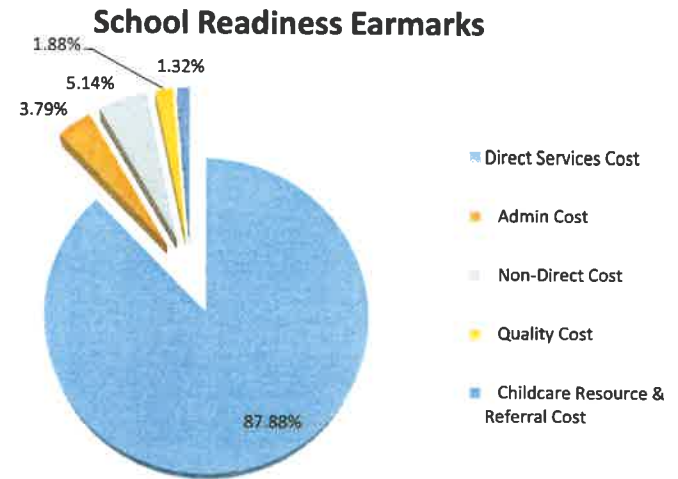
Please answer the following questions:

(1) If there is a sliding discount what is the percentage? 50%

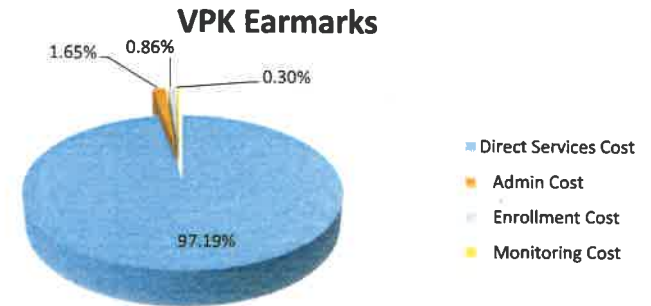
(2) If any family pays more than 10% of their gross income for child care - please complete and attach the justification form that explains how the fees will not limit parent access to services. N/A

(3) Describe at what points during the year school age schedules are adjusted. For example: beginning of summer, end of summer, spring break, etc. Start and end of summer only

School Readiness				
Category of Spending	FY 18-19 Award	Actual thru 4/30/19	Current %	Earmark/ Restrictions
Award Amount	\$ 19,781,012			
Direct Services Cost	\$ 16,175,180	\$ 14,679,785	87.88%	Minimum 78%
Non-Slot Dollars:				
Admin Cost	\$ 859,107	\$ 633,450	3.79%	Maximum 5%
Non-Direct Cost	1,553,652	858,051	5.14%	Minimum 4% (3.19%)
Quality Cost	863,982	313,334	1.88%	
Childcare Resource & Referral Cost	329,091	220,285	1.32%	
Total Non-Slot Dollars	\$ 3,605,832	\$ 2,025,120	12.12%	Maximum 22%
Performance Funding Pilot	\$ 311,825	\$ 23,210	7.44%	
SR Program Assessment	\$ 145,772	\$ 18,533	12.71%	



VPK				
Category of Spending	FY 18-19 Award	Actual thru 4/30/19	Current %	Earmark/ Restrictions
Award Amount	\$ 11,530,805			
Direct Services Cost	\$ 11,096,617	\$ 9,775,331	97.19%	Minimum 96%
Non-Slot Dollars:				
Admin Cost	\$ 221,138	\$ 166,137	1.65%	Maximum 4%
Enrollment Cost	169,874	86,413	0.86%	
Monitoring Cost	43,176	29,944	0.30%	
Total Non-Slot Dollars	\$ 434,188	\$ 282,494	2.81%	



Amounts and figures in red are estimates due to portal functionality