



EARLY LEARNING COALITION OF
BREVARD COUNTY, INC.
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Executive/Finance Committee Meeting

November 13, 2018 3:00 pm

Approval of October 8, 2018 Minutes

Year End Budget to Actual

Legislative Update

- AELC Priorities
- Melbourne Chamber Update

Contract Terminations

- Review Hearing Outcome
- Out of County Contract Termination

PEARLS Participation Update

Annual Performance Review of Executive Director

Next Meeting: December 10, 2018

PROUDLY SUPPORTED BY:



EARLY LEARNING COALITION OF BREVARD COUNTY, INC.



MINUTES: Executive/Finance Committee Meeting
DATE/TIME: Monday, October 8, 2018 at 3:30 pm
LOCATIONS: Early Learning Coalition of Brevard County, 2080 Eau Gallie Blvd, Melbourne, FL 32935
MEMBERS PRESENT: Alan Bergman, Chairperson, Mark Broms, Treasurer, and Jeffrey Harrison, Vice Chairperson, Beth Mills, Secretary
EXCUSED ABSENT MEMBERS: N/A
UNEXCUSED ABSENT MEMBERS: N/A
STAFF PRESENT: Sky Beard, Executive Director and Jessica Beecham, Executive Coordinator
GUEST/PUBLIC: N/A
START TIME: October 8, 2018 at 3:38 pm


AGENDA ITEM	SUMMARY/DISCUSSION	ACTION/FOLLOW-UP
Approval of meeting minutes	<u>Minutes: September 10, 2018:</u> No changes were made to the meeting minutes.	Jeffrey Harrison motioned for the minutes to be approved. Beth Mills seconded the motion. The motion passed unanimously by all Executive Committee members.
CDBG Authorization	The Committee discussed the approval for Sky to apply for and execute contracts and Cathie to submit reports and invoices for all the CDBG contracts. The Committee inquired about the status of relationships and applications for all cities and plans for applications for the following year.	Mark Broms motioned to approve Sky Beard, Executive Director, authorization to apply for and execute contracts for the CDBG applications and Cathie Odom, Director of Business Operations, the authorization to submit the required reports and invoices. Beth Mills seconded the motion. The motion passed unanimously by all Executive Committee members.
Annual Meeting Agenda	The Committee reviewed and discussed the draft Board Annual Meeting agenda. There was discussion regarding the CEO of St. Lucie County and the amount of time he will be provided to present to the Board. In addition, the Board will begin discussions about local priorities decision as well as the current Board Committee structure. An EFS Modernization update will be given at the meeting. Currently, the attendance piece of Portal is being tested by a select few. Brevard County is still having problems with re-enrollments. However, there seems to be no problems with new enrollments.	No Follow-up/ Action
PEARLS PARTICIPATION	Sky brought the PEARLS information to the Committee for their guidance regarding the Coalition's participation in the program. Currently, Brevard Public Schools is informed by local police if	

	<p>there is an emergency in the area. However, early childhood locations in the State of Florida do not have a system to be notified when emergencies arise. The State has allocated \$800,000 for PEARLS (Preschool Emergency Alert Response Learning System) to be implemented statewide. However, there have been some concerns raised about the content of the training materials as well potential liability that may impact Coalitions.</p> <p>The Committee discussed the requirements and reviewed the video used during provider trainings. The Committee agreed that because of the concerns, Sky will meet with the Coalition attorney as well as Brevard Public School representatives to discuss the PEARLS program and how best to move forward.</p>	
Public Comment	Jeffrey Harrison inquired about Sky Beard's review. Sky informed the Committee the review process will begin in November.	No Action/Follow-up needed
Adjournment	The meeting was adjourned at 5:02 pm	<p>Jeffrey Harrison motioned for the adjournment of the Executive/Finance Committee meeting.</p> <p>Mark Broms seconded the motion. The motion passed unanimously by all Board members.</p>
Next Meeting	November 12, 2018 at 3:30 pm	

October 2018 Executive/Finance Committee Minutes Approved:

Respectfully Submitted,

Approved


 Signature _____ Date 11/20/18
 Executive Coordinator


 Signature _____ Date 11/20/2018
 Executive Director