



EXECUTIVE COMMITTEE MEETING

July 2, 2015

The Executive Committee meeting of the Early Learning Coalition of Okaloosa and Walton Counties was held in the City Plaza conference room of CareerSource in Fort Walton Beach, Florida.

Committee Members Present:

Beth Brant, Gubernatorial Appointee, Private Sector (Polyengineering, Inc.)
Louis Svehla, Walton County Commissioner's Appointee
Linda Sumblin, Private Sector (Workforce Development Board)
Paul Sirmans, Emerald Coast Title Services (Via Phone)

Committee Members Absent:

Allyson Oury, Private Sector (Saltmarsh, Cleaveland & Gund)
Bev Sandlin, Northwest Florida State College President's Appointee

Coalition Staff:

Gloria Mayo, Executive Director

Call to Order

Beth Brant called the meeting to order at 8:22 a.m.

Agenda

Linda Sumblin made a motion to accept the agenda, Louis Svehla seconded and all approved.

Action Items Membership:

Louis Svehla made a motion to accept the proposed membership actions, Linda Sumblin seconded and all approved. Due to the absence of a Past-Chair, Gloria was asked to approach two (2) ELC members to determine if one of them would agree to serve as a member of the Executive Committee.

The Exec. Committee also indicated they wish to meet at an earlier time. The new start time will be 7:30 AM, the location at CareerSource.

Health Insurance:

The Members approved changes in the language in the Employee Handbook to reflect benefits will start on the first of the month following the first 30 days of employment as accepted by the insurance company. The motion was made by Louis Svehla, seconded by Paul Sirmans, and approved by all.

Outreach Awareness and Monitoring Grant:

The Chair of the ELC signed the Outreach Awareness and Monitoring Grant in time for the July 1st execution with Office of Early Learning. The Executives, with a motion by Pau Sirmans, which was seconded by Linda Sumblin, affirmed the actions of the Chair in the execution of the grant.

Forming/Joining LLC in Order to Receive BINGO Funds for Match:

The ELC receive a call from a local BINGO organization offering the possibility for the ELC to form or join an LLC which would channel profits from the operation of the gaming venue to the ELC and other nonprofit organizations. The LLC would operate to pay the overhead from revenues, and split the profits

between the member organizations of the LLC. The group tasked the Exec. Director with contacting OEL and obtaining a letter of approval or other guidance on the formation of an LLC by a Coalition with other non-profits for the purpose of raising cash match, by way of BINGO operations. After the resulting research, Gloria is to bring a report of discovery to the Execs.

School Readiness Plan:

Gloria reported on the status of the School Readiness Plan and the new format for its development. Staff are tweaking and compiling the various components, due to the change in service delivery, the changes in Florida Rule, and the needs of the local community. Should any significant change be proposed by staff based on public input, current practices, or Board discussions, Gloria will develop verbiage and bring such changes to the BOD for their review and approval. In the meantime the essence of the old plan is not changing and the desire to continue with services which are well established is appropriate. Due to the timing of the August 15, 2015 submission of the Plan, Gloria is requesting the Exec. Committee to authorize the submission of the Plan as it is being developed, with a notification and review of the status being presented to the Execs and the BOD as appropriate.

Staff had proposed deleting the pre/post child assessment. After further review staff now recommend lessening the number of required pre-post assessments, and limiting the age range to younger than VPK age, as the required Pre/post for VPK will cover appropriately aged children in that program. Staff will look to ensure VPK staff and providers are not over-burdened by SR assessments, which would be done on VPK children.

Paul motioned the timely submission as recommended by staff, with the BOD being updated on changes to be reviewed after the submission deadline. Linda seconded the motion, which was approved by all.

Fee Waiver Policy:

Louis Svehla motioned to authorize the Fee Waiver Policy and Procedures of the ELC addressing changes for qualifying income eligible clients.

The Execs entered an Executive Session and concluded the session at 11:10 AM.

Announcements: None

Public Comment: None

Dismissal

The meeting adjourned at 11:11 a.m.

Respectfully submitted,

Gloria W. Mayo
Executive Director

