

## Summary for Board of Directors Meeting

Date/Time: September 21, 2022 – 8:30 A.M.

Location: ELCAC Training Room and via Zoom

Members Present: Dr. Karen Bennett (Zoom), Patrick Bizub (Zoom), George Dix (Zoom), Kristy Goldwire, Donna Jones, Dr. Carolynn Komanksi (Zoom), Phyllis Marty (Zoom), Dr. Patricia Snyder (Zoom), Autumn Tomas (Zoom), Cheryl Twombly (Zoom), Michael Williams (Zoom)

Members Absent: Brenda Brown (Excused), Laura Gillman (Excused), Candi Morris (Excused)

Staff Present: Jacki Hodges, Kelli Williams, Steve Harris

Guests Present: None

<u>Agenda Item</u>	<u>Summary/Discussion</u>	<u>Action</u>
Call to Order	Board of Directors Meeting	Called to order by Patrick Bizub at 8:33 AM.
Declaration of Conflict of Interest	None	
Approval of Agenda	Members reviewed the agenda.	A Motion was made and seconded by (Dix/Twombly) to approve the agenda. Motion was approved.
Approval of Minutes	Members reviewed the board minutes of July 20 <sup>th</sup> minutes.	A Motion was made and seconded by (Marty/Williams) to approve the 07/20/22 minutes. Motion was approved.
CEO's Report	<p><b>CEO Report – September 2022</b></p> <p>The CEO introduced the new Director of Programs, Auri McKnight-Hollinger.</p> <p>In preparation for the quick turn around after the November elections, our AELC Legislative team has been working on a one-page document entitled</p>	

<u>Agenda Item</u>	<u>Summary/Discussion</u>	<u>Action</u>
	<p>“Who We are”. This white paper will be an introduction to freshman legislators and/or veterans that don’t know about the early learning coalitions. We are also working on our 2023 priorities that we would like legislators to know, understand and support. This document is two pages and lists four important topics that we (the AELC) would like to highlight for the 2023 legislative session.</p> <p>The AELC Guiding Principles are:</p> <ul style="list-style-type: none"> <li>• <b>Continued Investment in Florida’s Early Learning System</b></li> <li>• <b>Support, Strengthen and Grow Florida’s Workforce of Today and Tomorrow</b></li> <li>• <b>Early Learning that Promotes Kindergarten Readiness and Later Life Success</b></li> <li>• <b>Efficient, Effective Early Learning Coalitions Support for Early Learning Programs</b></li> </ul> <p>Funding continues to be an important topic across the state. Although currently all coalitions have dollars to serve their families, the “fiscal cliff” looming in the horizon is what my colleagues and I are focused on. The Center for American Progress’ Early Childhood Team released a brief entitled, “<a href="#">Increasing America’s Child Care Supply</a>.” This brief highlights the precarious child care landscape ahead of the 2024 ARPA funding cliff, lifts state efforts to extend those and other funds to maintain and build supply, and turns to the existing CCDBG program as one avenue for states to increase their supply of child care services through <b>four key strategies</b>:</p> <ul style="list-style-type: none"> <li>• Expand the availability of grants and contracts and streamline applications to make them more accessible for new and existing childcare providers, particularly those in low-income or marginalized communities.</li> <li>• Collaborate with local partners who can ensure that providers know they are eligible for the CCDBG and have the tools to access federal funds to support and expand their services.</li> <li>• Increase and stabilize provider reimbursements to ensure that funding streams are reliable and that providers can pay livable wages to their childcare workers.</li> <li>• Ensure that state plans for using federal dollars have clear language regarding supply-building activities and include actionable ideas to support the childcare workforce. In most states, CCDBG reaches less than 15% of eligible children.</li> </ul> <p>In accordance with <a href="#">SB 2524</a>, which passed this year, DEL is required to collect some new data elements as part of the provider profiles. However, the provider profile data will not be available until after the 2023 Legislative Session. Therefore, in order to provide the Early Learning Programs Estimating Conference with some initial data, DEL is conducting this survey. The survey has been completed and sent out to providers on 9/15/2022.</p>	

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	<p>This survey data will be shared with the Early Learning Programs Estimating Conference, which must provide a report on the cost of care to the Florida Legislature 90 days before the legislative session, or on December 7, 2022. In the coming months, DEL will revise the provider profile rule to add these required data elements to the provider profile. Beginning in 2023, these new data elements will be collected in the annual provider profile as required by law under section 1002.92(4), Florida Statutes.</p> <p>Patrick Bizub suggested that we pull together an Outreach Committee to discuss/plan an annual fundraiser beginning next year.</p> <p>George Dix asked if there had been any update from DEL regarding the living wage. The CEO stated that there is no formal plan in place. However, DEL has discussed using discretionary funds. The FPL needs to be increased. ELC's are inquiring if they are able to go by the State FPL rather than the Federal Poverty Level. The ELC of Palm Beach is considering serving families up to 200 or 300% of the FPL so that more families would qualify.</p> <p>The CEO asked the staff present from the Children's Trust if we could receive funding to serve families that are between 150-200% of the FPL. Kristy Goldwire stated that they could and the details are being worked out.</p> <p>Donna Jones asked how many on currently on the waitlist. The CEO stated that we are pulling every 2 weeks and we have 100-200 on the list now. George Dix asked if we are experiencing a staffing issue or is something happening outside of our control. The CEO explained that the challenge is that parents do not turn in their paperwork.</p>	
Financial Report	<p>Balance Sheet</p> <ul style="list-style-type: none"> <li>• All cash accounts have been reconciled through June 2022</li> <li>• We are currently holding \$8,164,035.36 in cash</li> <li>• Accounts receivable is \$290,598.74</li> <li>• We have \$182,525 in fixed assets with a net book value of \$2,426.16</li> <li>• Accounts Payable is \$723,467.36 and current</li> <li>• DEL Advance is \$7,774,794.35 and overpayments due to DEL from 18/19 FY are \$853,929.94.</li> <li>• Total Net Assets are \$192,482.50.</li> </ul> <p>We are on-track to meet all of our Targets and Restrictions. We have one outstanding Purchase Order for Infant &amp; Toddler Playground Equipment which has had some delays in being delivered. The amount is \$119,503.40 which will bring us into compliance with the Infant &amp; Toddler minimum we must meet.</p> <p>During our next Finance/Audit Committee meeting we will review the RFP</p>	

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	<p>results for auditing services. The period is for one year with an option to renew for 2 additional years.</p> <p><b>ELC OF ALACHUA COUNTY EXECUTIVE SUMMARY</b></p> <table border="0"> <thead> <tr> <th colspan="3"><b>TARGETS AND RESTRICTIONS</b></th> <th colspan="3"><b>CALCULATION METHODOLOGY AND LEGISLATIVE DEFINITIONS</b></th> </tr> </thead> <tbody> <tr> <td>SR Direct Services Min: 78%</td> <td>10,554,747 + 67,308 12,749,238</td> <td>83.3%</td> <td colspan="3"><u>Direct Service Expenditures + Direct Service Match</u> SR Expenditures + Match</td> </tr> <tr> <td>SR Admin Max: 5%</td> <td>605,332 + 12,749,238</td> <td>4.7%</td> <td colspan="3"><u>Administrative Expenditures + Admin Match</u> SR Expenditures + Match</td> </tr> <tr> <td>SR Admin/NonDirect/Quality Max: 22%</td> <td>2,127,183 + 12,749,238</td> <td>16.7%</td> <td colspan="3"><u>Admin—Non direct—quality Expenditures + Admin match—non direct match—quality match Match</u> SR Expenditures + Match</td> </tr> <tr> <td>SR Quality Min: 4%</td> <td>666,327 + 12,749,238</td> <td>5.2%</td> <td colspan="3"><u>Quality Expenditures + Quality Match</u> SR Expenditures + Match</td> </tr> <tr> <td>Infant &amp; Toddler Min: \$179,244</td> <td></td> <td>79,970.24</td> <td colspan="3"></td> </tr> <tr> <td>SR Match Max: \$67,308</td> <td></td> <td>34,080.32</td> <td colspan="3"></td> </tr> <tr> <td>Dollar-for-Dollar Match:</td> <td></td> <td>34,080.32</td> <td colspan="3"></td> </tr> <tr> <td>Program Assessment: \$0</td> <td></td> <td>0.00</td> <td colspan="3"></td> </tr> <tr> <td>VPK Admin Max: 4%</td> <td>86,711 3,169,900</td> <td>2.7%</td> <td colspan="3"><u>Non Direct VPK Expenditures</u> Direct Service VPK Expenditures</td> </tr> <tr> <td>CRRSA Admin Max: 5%</td> <td></td> <td>0.6%</td> <td colspan="3"></td> </tr> <tr> <td>PDG Admin Max: 5%</td> <td></td> <td>4.2%</td> <td colspan="3"></td> </tr> <tr> <td>ARPA Admin Max: 5%</td> <td></td> <td>0.6%</td> <td colspan="3"></td> </tr> </tbody> </table> <p><b>PROGRAM TOTALS</b></p> <table border="0"> <thead> <tr> <th></th> <th>SR Total</th> <th>SR Admin</th> <th>SR Non-Direct</th> <th>SR Quality</th> <th>SR Direct Services</th> <th>Quality Performance</th> <th>SR Match</th> </tr> </thead> <tbody> <tr> <td>Budget</td> <td>13,778,438</td> <td>605,332</td> <td>864,456</td> <td>918,886</td> <td>11,389,764</td> <td>681,376</td> <td>67,308</td> </tr> <tr> <td>Expenditure</td> <td>12,681,990</td> <td>605,332</td> <td>855,524</td> <td>666,327</td> <td>10,554,747</td> <td>645,186</td> <td>34,080</td> </tr> <tr> <td>Balance</td> <td>1,096,508</td> <td></td> <td>8,933</td> <td>252,559</td> <td>835,017</td> <td>36,190</td> <td>33,228</td> </tr> </tbody> </table> <p><b>YTD MATCH SUMMARY</b></p> <table border="0"> <thead> <tr> <th></th> <th>Cash in EFS</th> <th>Cash not in EFS</th> <th>Total Cash</th> <th>Public Funds</th> <th>Private Funds</th> </tr> </thead> <tbody> <tr> <td>SR Match</td> <td>67,308</td> <td></td> <td>67,308</td> <td>67,308</td> <td></td> </tr> <tr> <td>Other</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	<b>TARGETS AND RESTRICTIONS</b>			<b>CALCULATION METHODOLOGY AND LEGISLATIVE DEFINITIONS</b>			SR Direct Services Min: 78%	10,554,747 + 67,308 12,749,238	83.3%	<u>Direct Service Expenditures + Direct Service Match</u> SR Expenditures + Match			SR Admin Max: 5%	605,332 + 12,749,238	4.7%	<u>Administrative Expenditures + Admin Match</u> SR Expenditures + Match			SR Admin/NonDirect/Quality Max: 22%	2,127,183 + 12,749,238	16.7%	<u>Admin—Non direct—quality Expenditures + Admin match—non direct match—quality match Match</u> SR Expenditures + Match			SR Quality Min: 4%	666,327 + 12,749,238	5.2%	<u>Quality Expenditures + Quality Match</u> SR Expenditures + Match			Infant & Toddler Min: \$179,244		79,970.24				SR Match Max: \$67,308		34,080.32				Dollar-for-Dollar Match:		34,080.32				Program Assessment: \$0		0.00				VPK Admin Max: 4%	86,711 3,169,900	2.7%	<u>Non Direct VPK Expenditures</u> Direct Service VPK Expenditures			CRRSA Admin Max: 5%		0.6%				PDG Admin Max: 5%		4.2%				ARPA Admin Max: 5%		0.6%					SR Total	SR Admin	SR Non-Direct	SR Quality	SR Direct Services	Quality Performance	SR Match	Budget	13,778,438	605,332	864,456	918,886	11,389,764	681,376	67,308	Expenditure	12,681,990	605,332	855,524	666,327	10,554,747	645,186	34,080	Balance	1,096,508		8,933	252,559	835,017	36,190	33,228		Cash in EFS	Cash not in EFS	Total Cash	Public Funds	Private Funds	SR Match	67,308		67,308	67,308		Other						
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Meeting Dates	<p>→ <b>Audit/Finance Committee</b> – November 16<sup>th</sup> @ 8:30AM</p> <p>→ <b>BOD Meeting</b> – November 8<sup>th</sup> @ 8:45AM</p> <p>→ <b>Executive Committee</b> – October 19<sup>th</sup> @ 8:30AM</p> <p>→ <b>Quality Committee</b> – November 10<sup>th</sup> @ 9:00AM</p>																																																																																																																																	
Public Input	None																																																																																																																																	
Adjournment		The Meeting was adjourned by Patrick Bizub at 9:04 AM.																																																																																																																																