

## Summary for Executive Committee Meeting

Date/Time: April 12, 2023 – 8:30 AM

Location: CEO's Office and Via Zoom

Members Present: Phyllis Marty (Zoom), Candi Morris (Excused), Cheryl Twombly (Zoom)

Members Absent: Laura Gillman (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	Executive Committee Meeting	Called to order by Cheryl Twombly at 8:30 AM.
Declaration of Conflict of Interest	None	
Approval of Agenda	Members reviewed the amended agenda.	A Motion was made and seconded by (Marty/Morris) to approve the amended agenda. Motion was approved.
Approval of Minutes	Members reviewed the minutes from October 19 <sup>th</sup> and February 15 <sup>th</sup> minutes.	A Motion was made and seconded by (Morris/Marty) to approve the 10/19/22 & 2/15/23 minutes. Motion was approved.
Financial Report	<b>Balance Sheet – February 2023</b> <ul style="list-style-type: none"> <li>All cash accounts have been reconciled through February 2023.</li> <li>We are currently holding \$6,830,187.49 in cash (03/27/2023).</li> <li>Accounts receivable is \$4,994,394.81.</li> <li>We have \$182,525 in fixed assets with a net book value of \$319.13</li> <li>Accounts Payable is \$1,248,458.73 and current</li> <li>DEL Advance is \$10,327,051.24 and overpayments due to DEL from 18/19 FY are \$853,929.94.</li> <li>Total Net Assets are \$151,363.23.</li> </ul>	

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	<div>ELC OF ALACHUA COUNTY EXECUTIVE SUMMARY</div> <div><table><thead><tr><th colspan="3">TARGETS AND RESTRICTIONS</th><th colspan="3">PROGRAM TOTALS</th></tr></thead><tbody><tr><td>SR Direct Services Min: 78%</td><td>5,620,789 + 40,302 6,895,746</td><td>82.1%</td><td>Budget</td><td>Expenditure</td><td>Balance</td></tr><tr><td>SR Admin Max: 5%</td><td>333,862 + 6,895,746</td><td>4.842%</td><td>SR Total</td><td>11,788,140</td><td>6,855,444</td></tr><tr><td>SR Admin/NonDirect/Quality Max: 22%</td><td>1,234,654 + 6,895,746</td><td>17.9%</td><td>SR Admin</td><td>589,407</td><td>333,862</td></tr><tr><td>SR Quality Min: 4%</td><td>347,717 + 6,895,746</td><td>5.0%</td><td>SR Non-Direct</td><td>840,474</td><td>553,075</td></tr><tr><td>SR Match Max: \$72,545</td><td>20,506.94</td><td></td><td>SR Quality</td><td>810,623</td><td>347,717</td></tr><tr><td>Dollar-for-Dollar Match:</td><td>20,506.94</td><td></td><td>SR Direct Services*</td><td>9,547,636</td><td>5,620,789</td></tr><tr><td>Program Assessment: \$4,659,736</td><td>0.00</td><td></td><td>Quality Performance</td><td>694,664</td><td>412,186</td></tr><tr><td>VPK Admin Max: 4%</td><td>79,068</td><td>3.168%</td><td>SR Match</td><td>72,545</td><td>20,507</td></tr><tr><td>CRRSA Admin Max: 5%</td><td>2,496,107</td><td>0.0%</td><td>Program Assessment</td><td>26,764</td><td>26,764</td></tr><tr><td>PDG Admin Max: 5%</td><td></td><td></td><td>Special Needs</td><td>95,100</td><td>2,888</td></tr><tr><td>ARPA Admin Max: 5%</td><td></td><td></td><td>Gold Seal</td><td>765,944</td><td>497,500</td></tr><tr><td></td><td></td><td></td><td>PreSchool Development</td><td>2,286</td><td>2,286</td></tr><tr><td></td><td></td><td></td><td>VPK Total</td><td>4,659,736</td><td>2,575,175</td></tr><tr><td></td><td></td><td></td><td>VPK Admin</td><td>179,221</td><td>79,068</td></tr><tr><td></td><td></td><td></td><td>VPK DS</td><td>4,480,515</td><td>2,496,107</td></tr><tr><td></td><td></td><td></td><td>VPK Additional Funds</td><td>822,154</td><td>446,004</td></tr><tr><td></td><td></td><td></td><td>VPK PA</td><td>42,547</td><td>42,547</td></tr><tr><td></td><td></td><td></td><td>CRRSA</td><td>997,519</td><td>997,519</td></tr><tr><td></td><td></td><td></td><td>ARPA</td><td>18,733,182</td><td>12,799,930</td></tr><tr><td></td><td></td><td></td><td>ESSER</td><td>9,903</td><td>2,922</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>5,933,252</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>6,981</td></tr></tbody></table><div><div>YTD MATCH SUMMARY</div><table><thead><tr><th></th><th>Cash in EFSM</th><th>Cash not in EFSM</th><th>Total Cash</th><th>Public Funds</th><th>Private Funds</th></tr></thead><tbody><tr><td>Cost Type</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td>Direct Service</td><td>40,302.77</td><td>00</td><td>40302.77</td><td></td><td></td></tr><tr><td>Admin</td><td>00</td><td>00</td><td>0</td><td></td><td></td></tr><tr><td>All Non Direct</td><td>00</td><td>00</td><td>0</td><td></td><td></td></tr><tr><td>Quality</td><td>00</td><td>00</td><td>0</td><td></td><td></td></tr></tbody></table></div></div>	TARGETS AND RESTRICTIONS			PROGRAM TOTALS			SR Direct Services Min: 78%	5,620,789 + 40,302 6,895,746	82.1%	Budget	Expenditure	Balance	SR Admin Max: 5%	333,862 + 6,895,746	4.842%	SR Total	11,788,140	6,855,444	SR Admin/NonDirect/Quality Max: 22%	1,234,654 + 6,895,746	17.9%	SR Admin	589,407	333,862	SR Quality Min: 4%	347,717 + 6,895,746	5.0%	SR Non-Direct	840,474	553,075	SR Match Max: \$72,545	20,506.94		SR Quality	810,623	347,717	Dollar-for-Dollar Match:	20,506.94		SR Direct Services*	9,547,636	5,620,789	Program Assessment: \$4,659,736	0.00		Quality Performance	694,664	412,186	VPK Admin Max: 4%	79,068	3.168%	SR Match	72,545	20,507	CRRSA Admin Max: 5%	2,496,107	0.0%	Program Assessment	26,764	26,764	PDG Admin Max: 5%			Special Needs	95,100	2,888	ARPA Admin Max: 5%			Gold Seal	765,944	497,500				PreSchool Development	2,286	2,286				VPK Total	4,659,736	2,575,175				VPK Admin	179,221	79,068				VPK DS	4,480,515	2,496,107				VPK Additional Funds	822,154	446,004				VPK PA	42,547	42,547				CRRSA	997,519	997,519				ARPA	18,733,182	12,799,930				ESSER	9,903	2,922						5,933,252						6,981		Cash in EFSM	Cash not in EFSM	Total Cash	Public Funds	Private Funds	Cost Type						Direct Service	40,302.77	00	40302.77			Admin	00	00	0			All Non Direct	00	00	0			Quality	00	00	0			
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CEO's Report	<div>February 2023</div> <p>The Senate and House have introduced their preliminary budgets for 2023-2024. For the SR Allocations, the Senate is proposing our NOA for \$7,267,290 using our new funding allocation (which is the 42% reduction in our recurring dollars); however, they included the “hold harmless” funds of \$5,448,305 which are nonrecurring funds making the total Senate proposal of \$12,715,595 for School Readiness award for Alachua County. The House is proposing a slight increase in our NOA for \$9,077,138 using our new funding formula for recurring dollars; however, the House did not include any “hold harmless” funding making the House proposal \$3,638,457 <b>less</b> for the School Readiness award for Alachua County. I will keep you informed as the two chambers move closer to a final budget along with the Governors input.</p> <p>As Introduced, Senate Bill 2500/House Bill 5001, (General Appropriations Act) provide \$30,000,000 for School Readiness (SR) match on a dollar-for-dollar basis to expand the provision of services to low-income families at or below 200 percent of the federal poverty level if the income does not exceed 85% of the state median income. ELC of Alachua will be asking The City of Gainesville, CAPP and Children’s Trust for local match to draw down additional dollars to serve children in our community.</p> <div>Items that were discussed at the CEO/DEL meeting:</div>																																																																																																																																																																															

<u>Agenda Item</u>	<u>Summary/Discussion</u>	<u>Action</u>
	<ul style="list-style-type: none"> <li>- 5 top monitoring findings across the state and clarification:               <ul style="list-style-type: none"> <li>o #5 instances of unallowed costs</li> <li>o #4 cost allocations</li> <li>o #3 cash reporting/reconciliations issues</li> <li>o #2 contracting support files</li> <li>o #1 state purchasing rules/procurements.</li> </ul> </li> <li>- Clarifying background screenings required and overreach by coalitions.</li> <li>- Statewide % for readiness rates; Alachua is one of 32 districts at or above the state average; 35 districts are below. If VPK “completers” are considered Alachua scores, along with 62 other districts, are above the state average.</li> <li>- Collaborative input/Questions:               <ul style="list-style-type: none"> <li>o DEL overreach regarding “other” funding.</li> <li>o Annual salary cap testing</li> <li>o Our 501C(3) status</li> </ul> </li> <li>- Discretionary ARPA dollars \$ 55,846,800</li> </ul> <p><b><u>Legislative Watch</u></b></p> <ul style="list-style-type: none"> <li>• <b>Bills Filed:</b> There are <b>1,819</b> bills filed for the 2023 Regular Legislative Session               <ul style="list-style-type: none"> <li>• AELC has identified <b>23</b> bills as a priority to monitor.</li> <li>• AELC is currently monitoring <b>25</b> bills.</li> <li>• <b>198</b> bills are related to Education.</li> </ul> </li> <li>• <b>Upcoming Committee Week:</b> April 10, 2023               <ul style="list-style-type: none"> <li>o House and Senate Calendars for next week:</li> <li>o <u>[H] Health &amp; Human Services</u> <ul style="list-style-type: none"> <li>• <i>HB 249 (Trabulsy) – Level 2 Background Screenings</i></li> </ul> </li> <li>o <u>[S] Rules, Tuesday 4/11 @ 8:30 am</u> <ul style="list-style-type: none"> <li>• <i>SB 538 (Trumbull) – Provisional Child Care Licensing</i></li> </ul> </li> <li>o <u>[S] App. Cmte on Health &amp; Human Services, Wednesday 4/12 @ 8:30 am</u> <ul style="list-style-type: none"> <li>• <i>SB 246 (Calatyud) – Florida Kidcare Program Eligibility</i></li> </ul> </li> <li>o <u>[S] Finance &amp; Tax, Wednesday 4/12 @ 9:30 am</u> <ul style="list-style-type: none"> <li>• <b>SB 990 (Grall) – Child Care and Early Learning</b></li> </ul> </li> </ul> </li> </ul>	

<u>Agenda Item</u>	<u>Summary/Discussion</u>	<u>Action</u>				
	<p style="text-align: center;"><b>Providers –</b></p> <ul style="list-style-type: none"><li>○ <u>[S] App Cmte on Criminal &amp; Civil Justice, Wednesday 4/12 @ 11:30 am</u><ul style="list-style-type: none"><li>• <i>SB 676 (Grall) – Background Screenings</i></li></ul></li><li>○ <u>[S] App Cmte on Education, Wednesday 4/12 @ 11:30 am</u><ul style="list-style-type: none"><li>• <i>SB 1424 (Calatyud) – Student Outcomes</i></li></ul></li></ul> <p><b>Action Item:</b> Contract for IT Managed Services FY 23/24</p> <p><b>History:</b> Our current IT contract with Gnosys Solutions expired in October and had no renewal language to be able to easily extend the contract. This required a new Request for Proposal to be issued. We received 2 responses to that proposal.</p> <table><tr><td>One Connection IT, LLC</td><td>Proposed monthly cost \$10,307</td></tr><tr><td>Gnosys Solutions, LLC</td><td>Proposed monthly cost \$1,893</td></tr></table> <p><b>Proposed:</b> Staff recommends we continue our contract relationship with Gnosys Solutions, LLC.</p> <p><b>Action Item:</b> Benefit Renewal FY 23/24</p> <p><b>History:</b> All full-time ELCAC employees have the option to choose from 3 BCBS health insurance plans. The ELCAC pays \$750 per employee per month towards the cost of medical coverage. Employees have the option to choose Plan 16204. This plan is 100% employer paid. Staff also have the option to upgrade to Plan 14003 or Plan 14006 and pay the difference.</p> <p>Coalition staff anticipate receiving quotes from Humana and United Healthcare. However, the Coalition broker has assured us that the Florida Blue renewal, even with the slight increase this year is still our best option. Switching services to another company would mean a possible provider change for staff and United does not typically offer out of network options for the Coalition.</p> <p>Currently, we have 6 staff enrolled in Plan 16204, 6 staff enrolled in Plan 14003 and 12 staff enrolled in Plan 14006. 2 is within the waiting period. 1 declined coverage.</p> <p><b>Proposed:</b> Staff recommend renewing the 3 current plan options with BCBS. In addition, staff recommend increasing the ELCAC monthly contribution per employee from \$750 to \$800. This will result in an annual premium increase of \$16,800 based on 28 employees.</p>	One Connection IT, LLC	Proposed monthly cost \$10,307	Gnosys Solutions, LLC	Proposed monthly cost \$1,893	<p>A Motion was made and seconded by (Marty/Morris) to approve the Contract for IT Services. Motion was approved.</p> <p>A Motion was made and seconded by (Marty/Morris) to approve the Contract for Benefit Renewal FY 23/24. Motion was approved.</p>
One Connection IT, LLC	Proposed monthly cost \$10,307					
Gnosys Solutions, LLC	Proposed monthly cost \$1,893					

<u><b>Agenda Item</b></u>	<u><b>Summary/Discussion</b></u>	<u><b>Action</b></u>
	<p><b>Action Item:</b> Continuity of Operations Plan (COOP)</p> <p><b>History:</b> Pursuant to Florida Statutes, Chapter 252.365: Emergency Coordination Officers; disaster preparedness plan requires that Coalitions have a formalized plan in place in the event of an emergency that threatens operations.</p> <p><b>Proposed:</b> Staff recommend approving that updated COOP and attachments. Updates were made to reflect current staff, their contact information and to replace references to OEL with DEL.</p> <p><b>ARPA Bonuses:</b> The CEO approved a 5% bonus for all staff that have been in their position for 6 months or longer. Staff who were tasked with ARPA responsibilities will have their bonus paid from ARPA funds. The remaining staff bonuses will be paid from School Readiness funds.</p> <p>The CEO asked to also be eligible to receive a 5% bonus along with staff.</p>	<p>A Motion was made and seconded by (Morris/Marty) to approve the COOP. Motion was approved.</p> <p>A Motion was made and seconded by (Marty/Morris) to approve the ARPA bonus for the CEO. Motion was approved.</p>
Meeting Dates	<p>→ <b>Audit/Finance Committee</b> – Tuesday, May 9<sup>th</sup> @ 8:45AM</p> <p>→ <b>BOD Meeting</b> – Wednesday, May 17<sup>th</sup> @ 8:30AM</p> <p>→ <b>Executive Committee</b> – Wednesday, June 14<sup>th</sup> @ 8:30AM</p> <p>→ <b>Quality Committee</b> – TBA</p>	
Public Input	None	
Adjournment		The Meeting was adjourned by Cheryl Twombly at 8:53 AM.