



EXECUTIVE COMMITTEE MEETING MINUTES
Wednesday, September 21, 2016 at 8 a.m.
15506 County Line Road, Suite 103
Spring Hill, FL 34610

Committee Members Present: Dr. Steve Kanakis, Chair; Gus Guadagnino, Pat McHugh

Committee Members Present via Phone: None

Committee Members Excused: None

Coalition Staff Present: Jim Farrelly, Jak Jakubauskas

Others Present: None

I. Call to Order – Dr. Steve Kanakis, Chair

Dr. Kanakis called the regularly scheduled Executive Committee meeting to order at 8:06 a.m. and welcomed attendees.

II. Review/Adoption, Draft Minutes from August 17, 2016 Executive Committee Meeting

Dr. Kanakis requested a motion to adopt the minutes from the August 17, 2016 Executive Committee meeting as presented; Mr. McHugh so moved and Mr. Guadagnino seconded the motion. All were in favor with no abstentions and the motion carried.

III. Review/Approve, COOP Plan for FY 2016-17

Mr. Farrelly explained the COOP is only evoked in case of serious emergency and involves moving operations to one of the following locations - ELC of Hillsborough, Pinellas or Marion County. He explained the only changes for FY 2016-17 are staff updates.

Dr. Kanakis requested a motion to approve the COOP Plan for FY 2016-17. Mr. Guadagnino so moved and Mr. McHugh seconded the motion. All were in favor with no abstentions and the motion carried.

IV. Identification, Community At Large Board Member (expires 11/19)

With the resignation of Dr. Knobl from the Board to accept the position of CEO with the ELC of Hillsborough, this Board position is now vacant. Mr. Farrelly reported that an application has been received from Ms. Kathleen Casper who resides in Port Richey and is on the board of the Florida Association for the Gifted. Ms. Casper is also a non-practicing attorney with experience working with young children.

Dr. Kanakis approved Mr. Farrelly inviting Ms. Casper to attend a lunch meeting at which Mr. Guadagnino will also be present. Results of this interview along with additional candidates will be brought to the October meeting for further consideration.

V. Legislative Outreach Planning

Mr. Farrelly distributed a list of local legislators that were to be contacted with information about the wait list. However, the state has recently appropriated an additional \$20 million for School Readiness to help reduce the statewide wait lists. This Coalition's wait list has been reduced to about 800 children from over 2,000 and will possibly have no wait list by December. Mr. Guadagnino and Mr. McHugh suggested sending the legislators a thank you for the funds along with some information on the Coalition. A brief discussion followed with Dr. Kanakis suggesting that Board members be invited to visit local legislators with Mr. Farrelly, at a future date, and invite a selected Provider from the designated district.

VI. Update, School Readiness Waitlist

Mr. Farrelly reported that the wait list had reached over 2,000 children, but 600 slots have been opened and now the wait list has about 800 children on it. Projections are being made to open the wait list to another 300 children. Mr. Farrelly reported that families who applied for services in June are being contacted. Mandated placements continue to be placed when the wait list opens as first priorities. There has been no follow up from Eckerd since their request for public information.

VII. Proposed Timeline, Executive Director Search

Mr. Farrelly explained this is an early concept and requested ideas and suggestions. He recommended looking at the timeline backwards from July of 2018 to April 2018 where the full Board would be involved to ratify the decision made on the new individual at the April 2018 Executive Committee meeting. This would give the new Executive Director time to work with Mr. Farrelly.

Mr. Farrelly recommends initial face to face screening interviews to include himself, the Vice Chair, perhaps a member of the Foundation's board and staff. Mr. Farrelly will present a list of all candidates and if any are out of state, a discussion about travel expenses will have to be made. Mr. Farrelly stated the Executive Committee will change in April of 2018 with a new Vice Chair and Finance Chair being elected. He suggested a possible change to the By-laws to maintain the current structure until after the new Executive Director is well established.

Mr. Farrelly stated advertising will be done through all local sources as well as within the Association of Early Learning Coalitions (AELC) and, as Mr. Farrelly has relied on his strong educational background, he recommends advertising with the Association of School Administrators as well as the Non-Profit Times.

Mr. Farrelly recommends that planning approval be made in November or December, 2016. Mr. McHugh commented that Brazelton expenses will be significantly reduced so there should be funds available for recruiting.

VIII. Updates:

- **9th Annual Early Learning Conference – October 15, 2016**

Mr. Farrelly reported that 800 attendees are registered explaining this is the largest conference for early educators in Florida and Florida's first international conference. With the exhibitors, presenters, guests, staff and volunteers about 1,000 visitors are expected. Mr. Farrelly explained he and Ms. Doucet have met with Mr. Ernest Hooper who was finalizing his keynote address. This year, the opening ceremonies will begin promptly at 8 am.

IX. Public Input

Mr. Farrelly provided an update on Little Rascals relating to the violations which have been referred to in the media as "technicalities" but are major violations as per the State of Florida. The first was Character Development with no required curriculum evident; the second contract violation involved the process for sign in/sign out sheets for parents which makes it fraudulent to reimburse the provider; and the third was violations of the Rilya Wilson Act.

Mr. Farrelly explained this provider had both School Readiness and VPK children enrolled but only the School Readiness contract was terminated. The provider has been given three (3) dates in October to choose for meeting with the Review Hearing Committee which will be composed of five (5) Board members. The Review Hearing Committee's decision will be final.

X. Adjournment

Dr. Kanakis adjourned this meeting of the Executive Committee at 8:56 a.m. without further discussion.

Respectfully submitted by,

Jak Jakubauskas
Administrative Assistant I