



PROGRAM COMMITTEE MEETING MINUTES
January 16, 2013 at 8:30 a.m.
15506 County Line Road, Suite 102
Spring Hill, FL 34610

Committee Members Present: Ann-Gayl Ellis, Dawn Harvey

Committee Members Attending Via Phone: Marsha Carpenter, Angela Porterfield, Jean Rags

Committee Members Excused: Jayne Goldstein

Staff Present: Kim Borrego, Jim Farrelly, Jak Jakubauskas

Guests Present: None

I. Welcome and Call to Order - Ms. Kim Borrego, Program Manager

In Ms. Goldstein's absence, Ms. Borrego called the Program Committee to order at 8:33 a.m. Introductions were made to introduce Ms. Carpenter to the Committee.

II. Review/Adoption of Draft Minutes from November 14, 2012 Meeting

Ms. Borrego requested a motion to approve the minutes from the November 14, 2012 meeting as presented. Ms. Harvey so moved and Ms. Rags seconded the motion. All were in favor with no abstentions and the motion carried.

III. Discussion, Centers Below and Above Monitoring Standards

Ms. Borrego reviewed the following centers:

BBP: Ms. Borrego explained the center has one (1) School Readiness child, but the child has been combined into the VPK classroom. The School Readiness classroom remains closed. Coalition staff continues to monitor the center.

LPA 54: Curriculum monitoring continues and the Curriculum Specialist has reported some progress is being made.

SPP: This provider was not in compliance due to a lack of curriculum. However, they failed to submit a School Readiness Provider Application by the deadline and all School Readiness children were removed from the center as of January 1, 2013. The provider has since closed.

Ms. Carpenter requested that licensing be notified when a provider closes, for their records.

CFCH: Ms. Borrego and Mr. Farrelly met with this provider to discuss the lack of curriculum. Progress has been seen; a curriculum has been purchased and the provider has recently attended a curriculum training. Coalition staff will continue to monitor this provider.

LBE: Ms. Borrego explained this is a family child care home provider who did not meet the minimum requirements and there was no evidence of a curriculum. A letter was sent, but there is still no evidence of a curriculum on-site. However, the provider did attend a recent curriculum training. Ms. Borrego recommends giving the provider some more time and the Committee will be updated next month. The Program Committee agreed to this recommendation.

FKLC: Minimum requirements were not met; follow up is due shortly.

Ms. Borrego stated that over the last two (2) months, thirty-one (31) providers were assessed who scored 88% or above. In addition, thirteen (13) CLASS assessments have been conducted.

For Ms. Carpenter's benefit, Mr. Farrelly explained the major focus of this Committee is to review centers for problems and issues that may require taking further action, up to and including, termination of contract.

IV. Update, Provider Contract Status

Ms. Borrego distributed the (attached) document stating it has also been e-mailed to those Committee members attending via telephone. She explained this communication had been sent to all Coalition providers on January 7, 2013. Approximately thirty (30) providers did not return their contract applications by the October 31, 2012 deadline resulting in the cancellation of their contracts as of January 1, 2013 and the removal of School Readiness children from their programs.

Providers had been made aware of the deadline through ongoing e-mail announcements, provider meetings and numerous personal phone calls from various staff members.

Mr. Farrelly also mentioned the personal calls he made to a number of providers, receiving a wide variety of general excuses. Two (2) providers did request a personal meeting and their contracts were reinstated. One provider went directly to the Chair who recommended they file a grievance, which never occurred. Mr. Farrelly informed the Committee that provider attendance at the January provider meetings increased tremendously.

In response to a question posed by Ms. Rags, Mr. Farrelly stated the providers can re-sign a contract with the Coalition as the current contract is only valid from January 1 until June 30, 2013. He explained that the state is working on a state-wide provider contract.

V. Initial Discussion, Age Range

Mr. Farrelly stated he is updating all Committee members that the issue of age range will be discussed at the January Board meeting. He explained the Coalition changed age range several years ago when it was reduced from birth–12 to birth–8-years of age. Birth–5-years of age is the state priority, funding is being reduced, and our current wait list contains approximately 550 children.

Mr. Farrelly explained the Coalition may need to consider stopping services to before and after care programs, eliminating 6, 7 and 8-year olds from the wait list thus allowing birth–5-year olds to be served. He explained no recommendations would be approved in January and there may be a special meeting in February to discuss the age range issue with providers and other community members. A final vote would be taken at the March Board meeting and, if approved, the new age range would begin on July 1, 2013 with implementation between July 1 and December 31, 2013. Children currently in the program would age out, but no new 6, 7 or 8-year olds would be accepted as of July 1st unless younger siblings are involved. He explained information from the state about reducing the age range had been coming for more than a year and has been shared with providers so they have been made aware.

Ms. Ellis inquired of the 550 children on the wait list, how many would be affected. Mr. Farrelly stated that as of October, approximately two hundred (200) 6, 7 and 8-year olds are on the wait list, but these numbers change weekly.

Ms. Rags commented it is appropriate to plan on involving providers in the discussions because their concerns should be addressed as much as possible.

Ms. Carpenter remarked that Lake County has discussed the same issue during their last two (2) board meetings with no resolve. A work group was created by providers and she suggests having a work group created here to involve providers and parents.

Ms. Porterfield remarked that community and before and after care providers such as the PLACE programs will be affected and some providers will not be happy due to the impact on their programs. She commended staff for taking the initiative to communicate with providers.

Mr. Farrelly stated he will be meeting early next week with the new Pasco School Superintendent to discuss age range and how programs such as the PLACE programs will be affected.

Mr. Farrelly stated he would also like to discuss the fiscal cliff. The biggest threat to the Coalition is the sequester issue and the debt ceiling. He stated that nationwide, Early Education and Early Learning programs are in trouble due to possible cutbacks in federal funds. He is in the process of developing a Plan of Action in case of cutbacks that could impact the Coalition as early as March 2013.

He explained that currently the Coalition receives approximately \$2 million every month for services; about half of these dollars come from the federal government. He has requested a

monthly breakdown of possible areas that will be impacted with the loss of up to \$1 million per month. This Plan of Action will be discussed with the Executive and Finance/Audit Committees, but the plan will involve children because major cutbacks may force dis-enrollments to occur.

VI. Public Input

None.

VII. Next Meeting Date – February 20, 2013 at 8:30 a.m.

The next Program Committee meeting has been scheduled for Wednesday, February 20, 2013 at 8:30 a.m. Ms. Porterfield stated she would not be able to attend this meeting.

VIII. Adjournment

Ms. Borrego requested a motion to adjourn the Program Committee. Ms. Ellis so moved and the Program Committee meeting was adjourned at 9:05 a.m. without further discussion.

Respectfully submitted by,

Ramute “Jak” Jakubauskas,
Administrative Assistant