



**PROGRAM COMMITTEE MEETING MINUTES**  
**Wednesday, September 25, 2013, 8:30 a.m.**  
**15506 County Line Road, Suite 103**  
**Spring Hill, FL 34610**

**Committee Members Present: Josh Kelly**

**Committee Members Excused: Jean Rags**

**Committee Members Present via Phone: Marsha Carpenter, Angela Porterfield**

**Coalition Staff Present: Kim Borrego, Jak Jakubauskas, Betsy Kier**

**Others Present: None**

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

In Ms. Rags' absence, Ms. Borrego called the Program Committee to order at 8:35 a.m. and welcomed Committee members.

**II. Review/Adoption of Draft Minutes from August 21, 2013**

Ms. Borrego requested a motion to approve the minutes from the August 21, 2013 meeting. Mr. Kelly so moved and Ms. Carpenter seconded the motion. All were in favor with no abstentions and the motion carried.

**III. Discussion, Centers Below and Above Monitoring Standards**

Ms. Borrego explained the Corrective Action Plans (CAP) Report for Mr. Kelly's benefit. She reported the following centers were currently under a CAP:

- Footprints Hudson – CAP was received and approved; follow-up will be due after 10/11/2013;
- Ellie's Daycare – CAP was received and approved 9/25/2013;
- Little Rascals – Ms. Borrego noted this center has a total of 47 School Readiness children. CAP is due on 10/3/2013;
- Adventure Learning – CAP is due 9/30/13;
- Beyond Learning – CAP was received and approved; follow-up will be due after 10/9/2013;
- Faith Kids Learning Center – CAP is due 9/30/2013.

Additionally, five (5) other providers achieved scores of 85% or higher on their assessments.

**IV. Update, New Statewide School Readiness Eligibility Requirements – Ms. Betsy Kier**

Ms. Kier reported that Coalitions have received final guidance from OEL regarding the new eligibility requirements. However, many questions are still being asked as implementation continues.

**V. Update/Revision, Age Range Policy – Ms. Betsy Kier**

Ms. Kier explained that a draft with revisions to the Age Range Policy will be presented at the next meeting. The draft will also contain the methodology to remove children from the wait list as part of the new School Readiness eligibility requirements.

**VI. Memoranda of Agreement for Coalition Homeless Shelters (3)**

Ms. Kier explained the Coalition is entering into agreements with local homeless and domestic violence shelters due to the new priority requirements. The Memoranda of Agreements being considered for approval are with the Coalition for the Homeless of Pasco, Salvation Army Domestic Violence Program of West Pasco, and Sunrise Domestic and Sexual Violence Center in Dade City.

Ms. Borrego requested a motion to approve the Memoranda of Agreements with the centers noted. Ms. Porterfield so moved and Ms. Carpenter seconded the motion. All were in favor with no abstentions and the motion carried.

Ms. Kier reported that two (2) additional agreements with the Dawn Center and Mid-Florida Homeless Coalition, both in Hernando County, will be presented for approval in the near future.

**VII. Public Input**

Ms. Borrego updated the Committee on the upcoming Conference. To date, 640 attendees have registered, but the goal is to register another 160 in order to fill the 800 seat venue. Additionally, 40 exhibitors will be on-site. Mr. Kelly stated that 33 employees from the Boys & Girls Club will be attending.

Ms. Kier reported that the Coalition's online VPK registration program was launched on Monday, September 23, 2013. Three (3) applications were submitted; two (2) of which were incomplete and the third was for a child who will not be eligible until next year.

**VIII. Next Meeting Date – October 16, 2013 at 8:30 a.m.**

The next Program Committee meeting is scheduled for Wednesday, October 16, 2013 at 8:30 a.m.

**IX. Adjournment**

Ms. Borrego adjourned the Program Committee meeting at 8:45 a.m. without further discussion.

Respectfully submitted by,

Ramute "Jak" Jakubauskas  
Administrative Assistant