



**Program Committee Meeting Minutes  
November 4, 2009 at 8:30 a.m.  
15506 County Line Road, Suite 102  
Spring Hill, FL 34610**

**Committee Members Present: Dave Meglay, Chair; Jayne Goldstein, Beth Rawls, Mary Beth Wehnes**

**Committee Members Attending Via Phone: Sonya Jackson**

**Staff Present: Jim Farrelly, Ramute “Jak” Jakubauskas, Betsy Kier**

**I. Welcome and Call to Order: Mr. Dave Meglay, Committee Chair**

Mr. Meglay, Chair, called the Program Committee to order at 8:35 a.m. Mr. Meglay requested a motion to adopt the draft minutes from the October 14, 2009 meeting. Ms. Wehnes so moved and Ms. Goldstein seconded the motion. All were in favor with no abstentions and the motion carried.

**II. Discussion, Centers Below Monitoring Standards – Ms. Betsy Kier**

Ms. Kier reviewed the following centers that are currently on Corrective Action Plans:

WCOP – Coalition staff is continuing to work with this center and progress is being seen.

LFSH – Coalition staff is also working with this center and progress is also being seen here. The Curriculum Specialist has been working with staff to fully implement the curriculum. Licensing is also working closely with this center.

HLDC – All School Readiness children were removed on October 30, 2009. Several clients opted to terminate their services to remain at HLDC as private pay. The Coalition has been in communication with AWI as HLDC filed a complaint stating they have been treated unfairly. AWI requested lengthy reports as far as the Coalition’s policies and procedures as well as payment agreement information on the provider. The Coalition also provided information on HLDC’s attendance at various training and provider meetings.

Ms. Rawls commented that at the last Board meeting, she believes that HLDC was allowed to go too far with some of her statements and should have been stopped by either staff or other Board members.

EDC – A site visit was done this week. The center is continuing to improve and Coalition staff is seeing some positive outcomes.

FP – Visits to this center are still on hold due to the current situation. Ms. Wehnes stated the center had been served with a notice of revocation, but they will appeal and may be granted a probationary license. Ms. Kier stated that School Readiness children may be removed if health and safety issues are a concern. She also stated that communication between the Coalition and FP has been good. A brief discussion followed on the child that was injured and her current condition.

Ms. Kier informed the Committee that FP held a meeting on playground safety issues and Ms. Debbie Thomas attended on behalf of the Coalition along with about six (6) other providers. A presentation was given by a child playground inspector who will inspect a center's playground area at no charge and present ideas for corrections.

S&G – All School Readiness children were removed on October 2, 2009. The Coalition received a letter from the owner this week and a response will be forthcoming. S&G did not file a grievance.

HDP – Monthly visits are being made and both the VPK and the School Readiness specialists have stated the program “looks better than they have ever seen it look.”

Ms. Kier stated that recent meetings on previewing the new monitoring assessment tool were well attended. Four (4) meetings were scheduled with 45-50 people at each session representing 63 providers. The tool was well received. Mr. Farrelly commented that the providers are beginning to understand that the Coalition is demanding quality. One of our next steps will have to be a quality assessment system. We are one of only 3-4 Coalitions in the state with no procedure in place for a quality rating system of providers. Mr. Farrelly explained this quality rating system would affect the providers' reimbursement rates which will be based on quality assessment percentages. The Program Committee will have a key role in the creation and implementation of this quality rating system. Ms. Kier commented that a state wide ITTERS & ECERS rating system may be implemented which is extremely involved and a very time consuming assessment. If this system becomes mandated, additional staff will have to be hired. Mr. Farrelly stated such a system would not be implemented until the next budget year.

Ms. Rawls suggested having the Program Committee conduct a workshop session during a future board meeting to educate all members on the monitoring tool. Mr. Farrelly suggested taking about ten (10) minutes during the Committee portion of the meeting and utilizing visuals. A brief discussion followed on the quality of monitoring and Gold Seal accredited centers that may be out of compliance between accreditations.

Ms. Goldstein requested further clarification on the Corrective Action Plan and how the length of probationary time for providers is specified during the plan. Ms. Kier explained the process. Discussion followed which included the providers, themselves, will generate a proposed CAP, with staff recommendations and assistance. Ms. Rawls suggested creating a tool/format for the providers to use.

### **III. ARRA Funding Update**

Ms. Kier stated that the numbers of families using these funds is increasing. The Coalition currently has 105 children enrolled in the two (2) programs. Word of these programs is spreading and more traffic is being seen, especially in Hernando County. Ms. Kier reported that the Coalition has been in communication with AWI because the funds are being spent too slowly. Ms. Kier has inquired if the Coalition can move income eligible families into the ARRA funding category until September 2010.

### **IV. Selection of Next Meeting Date**

The next Program Committee meeting will be held on Wednesday, December 9, 2009 at 8:30 a.m.

### **IV. Public Input**

Ms. Rawls stated that three (3) new VPK classrooms will be opened by December 1, 2009. Mr. Farrelly reminded the Committee of the Coalition's conference on Saturday, November 7, 2009 with registration beginning at 7:30 a.m.

### **V. Adjournment**

Mr. Meglay requested a motion to adjourn the Program Committee meeting. Ms. Goldstein so moved and Ms. Wehnes seconded the motion. The Program Committee meeting was adjourned at 9:15 a.m. with no further discussion.

Respectfully submitted by,

Ramute "Jak" Jakubauskas,  
Administrative Assistant