



**Program Committee Meeting Minutes
January 20, 2010 at 8:30 a.m.
15506 County Line Road, Suite 102
Spring Hill, FL 34610**

Committee Members Present: Jayne Goldstein, Sonya Jackson, Beth Rawls

Committee Members Attending Via Phone: None

Committee Members Excused: Dave Meglay, Chair; Mary Beth Wehnes

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

I. Welcome and Call to Order: Ms. Betsy Kier, Assistant Executive Director

In Mr. Meglay’s absence, Ms Kier called the Program Committee to order at 8:35 a.m. Mr. Farrelly introduced Ms. Kim Borrego, the Coalition’s New Program Quality Manager to the Committee.

Ms. Kier requested a motion to adopt the draft minutes from the December 9, 2009 meeting. Ms. Rawls so moved and Ms. Jackson 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 a Corrective Action Plan:

WCOP – A complete assessment will be performed on February 12, 2010; monitoring visits continue and the center continues to progress.

HLDC – No decisions have been made by AWI; the Coalition recently received an inquiry from their legal department requesting copies of the Coalition’s assessment tools and information on how they were created. This center will be eligible to reapply after one year.

FP – The center continues to be monitored. Staff has noticed minor concerns this week involving teacher interaction. A full assessment is scheduled for March 1, 2010. There was a brief discussion on their other location’s appeal to DCF.

HDP – Visits continue and VPK staff stated the center is looking better than ever.

SDFCCH – This provider came in to meet with Ms. Kier and Mr. Farrelly. Improvements have been made and the provider included photos of the updates with their Corrective

Action Plan. This plan was approved on January 19, 2010 and Technical Assistance support will be provided. A complete follow up assessment will occur within 30 days.

KSNP – Corrective Action Plan was approved and the minimum requirement was met on the assessment.

KKCP – Corrective Action Plan was approved and above minimum requirement was met on the assessment.

PP – Corrective Action Plan was approved and Technical Assistance was requested. Assessment is scheduled to occur today. Ms. Borrego informed the Committee that the Training Specialist took the director from this center on a tour of a “quality” center. The director from the “quality” center spent some time with PP’s director reviewing what needs to be done in a center.

GLC - Center passed overall, but three (3) classrooms did not meet the minimum requirements. Corrective Action Plan was approved, follow up assessment will occur within 30 days.

CCFCCH – Corrective Action Plan was not approved; will be submitting a new plan.

MRFCCH – Corrective Action Plan submitted and approved, follow up assessment will occur on February 3, 2010.

DP47 – Corrective Action Plan submitted and approved, follow up assessment will occur on February 14, 2010.

AA – Corrective Action Plan was delayed due to changes in administration.

LLFCCH – Corrective Action Plan submitted and approved, follow up assessment will occur within 30 days.

Ms. Kier informed the Committee that having the providers write their own Corrective Action Plan is going well with the sample format provided by the Coalition. Ms. Kier distributed a list of numerous providers who have scored above the minimum assessment requirement of 80% (attached) for review. She explained that the providers indicated on this report have had their centers assessed within the last 30 days. The Committee requested that this report be included each month.

A brief discussion followed on providing some type of recognition for “high performing providers.”

Ms. Kier informed the Committee that a provider with two (2) locations had an assessment performed last year on one of the sites and the site did not pass. The owner was involved in conversations with the Coalition and the director of the centers. The owner assured the Coalition that changes would be made at both locations. Last week, an assessment was conducted at one of the sites and the minimum requirement was not met. Based on an agreement with the owner, Ms. Kier informed the owner of what was happening. The owner

spoke again with Ms. Kier informing her that the director, of eleven (11) years, had been terminated. The owner knew that changes had to be made if they were to continue doing business with the Coalition.

III. ARRA Funding Update

Ms. Kier informed the Committee that the Coalition continues spending ARRA funds. The slots set aside for the Training Program and Unemployment Compensation have been filled and currently new and re-determined clients are now being transferred into ARRA funded slots. The Coalition has served 1,500 more children this year and we now have a wait list of approximately 300 children. ELC of the SW currently has 6,000 children on a wait list. Discussion followed on the Coalition serving children through age 12. This policy will be reviewed at a special Board meeting scheduled for Thursday, February 25, 2010. Statistics will be made available along with information on what other coalitions have done or will be doing. This Coalition's main focus is children 0-5 years of age. Discussion followed on before and after care programs in Pasco and Hernando counties.

V. Selection of Next Meeting Date

The next Program Committee meeting will be held on Wednesday, February 17, 2010 at 8:30 a.m.

VI. Public Input

None

VII. Adjournment

Ms. Kier requested a motion to adjourn the Program Committee meeting. Ms. Rawls so moved and Ms. Goldstein seconded the motion. The Program Committee meeting was adjourned at 9:12 a.m. with no further discussion.

Respectfully submitted by,

Ramute "Jak" Jakubauskas,
Administrative Assistant