



PROGRAM COMMITTEE MEETING MINUTES
January 20, 2011 at 9:30 a.m.
15506 County Line Road, Suite 102
Spring Hill, FL 34610

Committee Members Present: Dave Meglay, Chair; Jayne Goldstein, Dawn Haas

Committee Members Attending Via Phone: Mary Beth Wehnes

Committee Members Excused: Sonya Jackson

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

Guests Present: None

I. Welcome and Call to Order - Mr. Dave Meglay, Chair

Mr. Meglay called the Program Committee to order at 9:35 a.m.

Mr. Meglay requested a motion to approve the draft minutes from the December 14, 2010 meeting as written. Ms. Goldstein so moved and Ms. Haas seconded the motion. All were in favor with no abstentions and the motion carried.

II. Discussion, Centers Below and Above Monitoring Standards

HLDC: Ms. Borrego reported to the Committee that the center scored a 93%. Mr. Farrelly informed the Committee that he had sent the center a congratulatory letter.

JFA: Ms. Borrego informed the Committee that a follow up was attempted on January 13 but due to some unforeseen circumstances the assessment was postponed until today. Mr. Farrelly informed the Committee that if this provider does not pass the assessment, she will probably appear before the Executive Committee again. Mr. Meglay stated that if she does not pass the minimum at today’s assessment then the contract should be terminated. The Committee members agreed the contract should be terminated.

RN: Ms. Borrego stated the Coalition had received a letter stating this provider was closing her business as of January 5, 2011.

AH: Still no enrollment; CAP continues to be on hold.

KSNP: The minimum requirement was met.

FKLC: The minimum requirement was met.

LRDC: TA was requested and sixteen (16) hours were provided by the Curriculum Specialist. A follow up has been scheduled for January 24, 2011.

WCC: The CAP was received and approved; TA was requested and a follow up will be scheduled for next week.

MBDC: The minimum requirement was met.

AA: No TA has been requested.

KRK: TA has been requested and the center's curriculum specialist has requested the Coalition's help with their own special curriculum which has been approved by the Coalition. An additional TA visit will be scheduled.

Ms. Borrego stated that an additional 28 assessments had been performed with 27 providers scoring 90% or above.

III. Update, Registered Family Child Care Homes

Mr. Farrelly stated that the Coalition had met with the Board's representative on the Pasco County Commission who was very interested in the issue of licensing all registered family child care homes. The county's attorney feels this can be done with a resolution by the Pasco County Commission and will be considered on their agenda for the commission's January 25, 2011 meeting.

Ms. Borrego will present the concept of what the Coalition is recommending which would be a requirement for all family child care homes to be licensed. Mr. Farrelly believes that the majority of commissioners will agree and this recommendation, once it is approved, it will then be brought before the Hernando County Commission.

IV. Next Meeting Date – February 16, 2011 at 8:30 a.m.

The next meeting of the Program Committee will be on Wednesday, February 16, 2011 at 8:30 a.m.

V. Additional Items

Mr. Farrelly informed the Committee that Mr. Cook had found a discrepancy in the Coalition's By-Laws which would be the responsibility of the Program Committee to correct. He stated that under Article VI, Section 2, Part D it should read "The Chair of Finance" not

“The Chair of Program.” The Committee agreed to review and present any changes to the full Board.

Mr. Farrelly also briefed the Committee on the Board agenda items for the January 27, 2011 meeting and stated that the Coalition would be requesting approval to submit \$190,907.29 to AWI for an over billing of expenses to School Readiness. He informed the Committee that both the Finance/Audit and the Executive Committee had reviewed the necessary information.

Mr. Farrelly also reported that the Coalition’s first issue of a provider newsletter entitled “Spotlight on Providers” has been distributed. The Coalition would like to have as many providers as possible participate by submitting articles as well as submitting photos of their children to use on future covers of the newsletter. Staff/providers have been encouraged to provide photos of their children for cover use.

Ms. Borrego stated that she had received a curriculum from Primrose School for approval by the Coalition. Additional information will be provided to the Committee for this curriculum to be considered at the February meeting. The curriculum is entitled “Balanced Learning” and at first glance it does follow Coalition guidelines. This center is part of a chain and would like to become a contracted provider for the Coalition.

VI. Public Input

None.

VII. Adjournment

Mr. Meglay requested a motion to adjourn the Program Committee meeting. Ms. Goldstein so moved and the meeting was adjourned at 9:50 a.m. with no further discussion.

Respectfully submitted by,

Ramute “Jak” Jakubauskas,
Administrative Assistant