



DRAFT
Quality Committee Meeting Minutes
Tuesday, February 14, 2012, 4 p.m.
15506 County Line Road, Suite 103
Spring Hill, FL 34610

Committee Members Present: Jo Ann Carman, Jayne Goldstein, Teresa Suarez

Committee Members Excused: Joe Mascaro

Committee Members Present via Phone: Heidi Rand

Coalition Staff Present: Jim Farrelly, Sharon Hayes, Jak Jakubauskas, Janine Palkovics

Others Present: None

I. Welcome and Call to Order: Mr. Joe Mascaro, Chair

In Mr. Mascaro's absence, he requested that Ms. Hayes facilitate the Quality Committee Meeting. Ms. Hayes called the Quality Committee meeting to order at 4:04 p.m. and welcomed attendees. Introductions were made.

Ms. Hayes requested the Committee review the minutes from the January 10, 2012 meeting. Ms. Hayes requested a motion to approve the minutes from the January 10, 2012 meeting. Ms. Goldstein so moved and Ms. Carman seconded the motion. All were in favor with no abstentions and the motion carried.

II. Review/Approval Incentive Applications for FY 2011-12

Ms. Hayes stated that twelve (12) providers submitted sixteen (16) applications for a total of \$12,224.26. She explained there were additional applications this month as some of the providers were no longer under a Corrective Action Plan and were able to submit applications.

Ms. Hayes requested a motion to approve the \$12,224.26 in provider applications. Ms. Carman so moved and Ms. Goldstein seconded the motion. All were in favor with no abstentions and the motion carried.

III. Review, Quality Budget for FY 2011-12

Mr. Farrelly explained the budget was on track for expenditures with 58% expended and 60% committed. A brief discussion followed on the state of Florida's budget for next year and possible reductions in quality dollars.

Ms. Hayes requested a motion to approve the Quality Budget as presented. Ms. Carman so moved and Ms. Goldstein seconded the motion. All were in favor with no abstentions and the motion carried.

IV. Review/Approval, Reallocation of Funds

Ms. Hayes stated a recommendation is being made to move \$213.70 from the Community Events line item to Books for Children and Families. She explained the Coalition presents a book to each child at local community events and more communities have been requesting the Mobile Outreach Vans at their events which has required the purchase of additional books.

Ms. Hayes requested a motion to approve the recommended reallocation. Ms. Suarez so moved and Ms. Carman seconded the motion. All were in favor with no abstentions and the motion carried.

V. Recap, The Storybook Forest Event

Ms. Hayes distributed the (attached) Event Summary and explained that seven (7) weeks of planning went into the Storybook Forest event. 465 children and 436 adults were signed in with over 50 volunteers participating for a total of 951 attendees.

Mr. Farrelly added this event has become the largest event sponsored by the Coalition with the event doubling in size from last year. The event was heavily publicized in local news media including on Bay News 9.

VI. Review/Approval, FFCCHA Conference Scholarship

Ms. Hayes explained that last year the Quality Committee approved eight (8) scholarships that enabled family home child care providers to attend the FFCCHA annual conference. This year's conference will be from June 19-24, 2012 in Clearwater, the registration fee is \$129 for members and the hotel cost is \$174 per night for three (3) nights at double occupancy.

Ms. Hayes presented the following information to the Committee:

- \$1,560 would provide four (4) scholarships or \$390 per person
- \$3,120 would provide eight (8) scholarships or \$390 per person

Ms. Hayes explained these dollars would come from the Quality Enhancement Professional Development line item and would cover the conference registration fee and a portion of the hotel costs. Ms. Goldstein inquired what the criteria would be for the scholarship. Ms. Hayes explained it would be the same as last year – a one page essay explaining why they should be selected and what they hope to gain from attending the conference. Last year, eight (8) providers applied with one not being able to attend.

Mr. Farrelly explained the Coalition tries to do something specifically for the family home child care providers and he believes that more than eight (8) will apply for this year's scholarship. He recommends that the Committee review all of the applications at the March meeting. A brief discussion followed on utilizing the remaining funds in this line item or setting up a new line item specifically for a scholarship program.

Ms. Hayes requested a motion to approve the conference scholarship. Ms. Carman moved to approve a total of eight (8) scholarships as presented by Ms. Hayes. Ms. Goldstein seconded the motion. All were in favor with no abstentions and the motion carried.

Mr. Farrelly informed the Committee that a date has been set for this year's Early Learning Conference – Saturday, November 3, 2012, again at Bishop McLaughlin High School. The Coalition has issued an invitation to Mrs. Ann Scott, the First Lady of Florida, to be the keynote speaker. Ms. Suarez commented that since the conference is just prior to the elections, Mrs. Scott may not be able to participate. Mr. Farrelly explained that if her schedule is able to accommodate the conference, this information will then be brought to the full Board.

VII. Public Input

Ms. Suarez inquired if there was any additional information on the McKay Scholarship program. Ms. Hayes replied she had no information. Ms. Suarez stated this will involve VPK funds and parents will have an option to use these funds for services for their children. The Coalition would have to administer the payment of these funds to approved providers of services which would create more of an administrative burden on Coalition staff. Mr. Farrelly stated he would investigate further and email information to the Committee.

Mr. Farrelly was congratulated on the Coalition's win of WEDU's Be More Humble Award and he informed the Committee that in April's edition of the *Non-Profit Times*, the Coalition will be listed as one of the top fifty (50) places to work in the United States.

VIII. Schedule Next Meeting Date – March 13, 2012

The next Quality Committee meeting has been scheduled for Tuesday, March 13, 2012 at 4 p.m.

IX. Adjournment

Ms. Hayes requested a motion to adjourn the Quality Committee meeting. Ms. Goldstein so moved and Ms. Carman seconded the motion. Without further discussion, the Quality Committee meeting was adjourned at 4:38 p.m.

Respectfully submitted by,

Ramute "Jak" Jakubauskas
Administrative Assistant

Week of the Young Child Storybook Forest 2012 Event Summary

Date Planning began: December 13, 2012

7 weeks of planning

Planning Committee: Bev, Katie ,LuAnn, Maria, Sharon

ATTENDANCE:

Total Children: 465 (signed in)

Total Adults: 436 (signed in)

Total Organizations Participating: 20 (8 providers, 12 other organizations)

Total Staff participating: 16 Including Committee Members

Board Members Attending: 4 Dave Meglay, Dawn Harvey (provider),
Angela Porterfield (provider),
Jayne Goldstein (provider)

Volunteers Participating: 10 Family, friends, Kohls

TOTAL IN ATTENDANCE: 951 Including Signed In Attendees

MONEY:

\$ Donations:

Total \$ donated from Target: \$ 2000.00

Total \$ donated from Kohl's: 500.00

\$ 2500.00

Other Donations (received from):

Kohls

Volunteers

Paul & Jerry's Self Storage

Hot Dogs, popcorn

UPS

Balloons

Providers Participating:

Heritage Academy

East Pasco

Lil Campers

East Pasco

Pre Kindergarten Services

Central Pasco

Little Sunshine

West Pasco

Solid Step Preschool

West Pasco

Carol's Smart Start

West Pasco

Today Care

West Pasco

First United Methodist Church

Central Pasco

Vendors Participating:

Kaplan Early Learning

Pasco County Sheriff's Office - McGruff

Pasco County Library

Vintage Fire Trucks

Paul & Jerry's Self Storage

Avon by Amelia

Healthy Families

Waist Hooping by Melissa Schwartz

UPS

Modern Woodmen - Fingerprinting

Foundation for Early Learning

Florida Suncoast Safe Kids, Pasco Council

Entertainment:

Am-Jam Productions – Puppet Show

Characters for All Occasions

Scholastic - Clifford

Money Disbursed:

Total \$ spent by committee:

\$1640.56