



QUALITY COMMITTEE MEETING MINUTES
Tuesday, November 6, 2012, 4 p.m.
15506 County Line Road, Suite 102
Spring Hill, FL 34610

Committee Members Present: Jo Ann Carman, Chair

Committee Members Excused: Heidi Rand

Committee Members Present via Phone: Steve Kanakis, Joe Mascaro, Teresa Suarez

Coalition Staff Present: Bev Doucet, Jim Farrelly, Jak Jakubauskas

Others Present: None

I. Welcome and Call to Order: Ms. Jo Ann Carman, Chair

Ms. Carman called the Quality Committee meeting to order at 4:02 p.m. and welcomed attendees.

Ms. Carman requested the Committee review the minutes from the October 9, 2012 meeting. Ms. Carman requested a motion to approve the minutes from the October 9, 2012 meeting. Mr. Mascaro so moved and Ms. Suarez seconded the motion. All were in favor with no abstentions and the motion carried.

II. Review, Incentive Applications

Ms. Suarez questioned the spelling errors on the second page of the report for 1-Oct and 25-Aug and if there could be errors in the computations as well. Ms. Doucet will re-calculate figures and correct the spelling errors. Mr. Farrelly stated that 1-Oct and 25-Aug will be removed from this month's incentive report and will be brought back in the incentive report for the December meeting.

Ms. Suarez moved to approve the incentive report with the removal of the two (2) incentives as stated. Mr. Mascaro seconded the motion. All were in favor with no abstentions and the motion carried.

III. Review, Budget for FY 2012-13

Ms. Suarez inquired if there were any significant changes in this month's budget. Ms. Doucet responded in the negative and explained that new expenditures will be reflected in the budget next month.

Ms. Carman requested a motion to approve the budget for October, 2012. Ms. Suarez so moved and Mr. Mascaro seconded the motion. All were in favor with no abstentions and the motion carried.

IV. Recap, 5th Annual Early Learning Conference 2012

Ms. Doucet informed the Committee that there were 711 registered attendees. Of those, 89 did not attend the conference. Overall, the reviews have been extremely positive with only small improvements noted. Mr. Farrelly explained the revenue from the event, \$5,800, will be moved to Match funds and will pay for three (3) children; two (2) of which have already been placed into centers as of today. He explained this was possible in part because the keynote speaker did not charge the Coalition.

V. Public Input

None.

VI. Schedule Next Meeting Date – December 11, 2012

The next Quality Committee meeting has been scheduled for Tuesday, December 11, 2012 at 4 p.m.

VII. Adjournment

Ms. Carman moved to adjourn the Quality Committee meeting at 4:16 p.m. without further discussion.

Respectfully submitted by,

Ramute “Jak” Jakubauskas
Administrative Assistant