



QUALITY COMMITTEE MEETING MINUTES
Tuesday, March 12, 2013, 4 p.m.
15506 County Line Road, Suite 103
Spring Hill, FL 34610

Committee Members Present: Dr. Steve Kanakis, Interim Chair; Teresa Suarez

Committee Members Excused: Kathryn Starkey

Committee Members Present via Phone: Joe Mascaro, Heidi Rand

Coalition Staff Present: Kim Borrego, Bev Doucet, Jak Jakubauskas

Others Present: None

I. Welcome and Call to Order: Dr. Steve Kanakis, Interim Chair

Dr. Kanakis called the Quality Committee to order at 4:10 p.m. and welcomed Committee members.

II. Review and Adoption of Draft Minutes from February 12, 2013 Meeting

Dr. Kanakis requested a motion to approve the minutes from the February 12, 2013 meeting. Ms. Suarez so moved and Mr. Mascaro seconded the motion. All were in favor with no abstentions and the motion carried.

III. Review, Regular Incentive Applications

Ms. Doucet explained there were no discrepancies with the incentives this month and six (6) providers submitted \$5,306.66 for reimbursement.

Dr. Kanakis requested a motion to approve the incentives as presented. Mr. Mascaro so moved and Ms. Suarez seconded the motion. All were in favor with no abstentions and the motion carried.

IV. Sub-Committee Report and Recommendations for Funding, Special Initiative Applications

Ms. Doucet explained emails were sent to Coalition providers and a total of forty-four (44) applications were received. Some of the applications were not eligible for the grants as they were from out of county providers or the applications and essays were not filled out correctly. Ms. Doucet explained the Sub-Committee consisted of Dr. Kanakis and Mr. Mascaro who reviewed essays for the four (4) Extreme Makeover Grants.

Dr. Kanakis informed the Committee that twenty (20) essays were reviewed. They were rated by the Sub-Committee and staff then tallied the points and winners were chosen.

A child care center and a family child care home from each county were chosen as winners. Dr. Kanakis read two (2) of the winning essays (essays attached) and announced the final winners were Bright Beginnings Too in Hernando, Barbara Barker FCCH in Hernando, Dayspring's Little Scholars in Pasco and Nancy Nairns FCCH in Pasco.

Dr. Kanakis requested a motion to accept the special quality funding recommendations. Ms. Suarez so moved and Mr. Mascaro seconded. All were in favor with no abstentions and the motion carried.

V. Realignment of Quality Funding

Ms. Doucet explained the new grants had been added to the budget and because there is no line item for School Readiness slots, the \$7,373 allotted for slots is not reflected in this realignment. Ms. Doucet informed the Committee there is potential for another surplus at the end of next month. Dr. Kanakis inquired if there were any new ideas for spending the Quality funds. Ms. Borrego replied other than the special incentives, there were no new ideas. Mr. Mascaro inquired what the deadline was to submit incentives. Ms. Borrego explained it was June 1st for the final applications, but there is a possibility the Coalition may see a number of applications come in prior to that date.

Ms. Suarez commented that since no additional dollars will go toward the new incentives, a decision should be made on the third quarter funds to recommend transferring any leftover funds to slots, prior to the end of the year. Ms. Borrego reminded the Committee that recommendations have yet to be approved to move the remaining \$13,951 from the first and second quarter into slots.

Ms. Suarez inquired if another realignment will be required and Ms. Borrego stated the realignment will need to be amended based on the final approved recommendations.

Ms. Suarez moved to approve the budget realignment of \$19,764 as recommended by the Sub Committee and to move \$13,951 from Quality funds to slots for School Readiness. Mr. Mascaro seconded the motion. All were in favor with no abstentions and the motion carried.

Ms. Rand commented that it appeared the providers liked the extreme makeover grant so perhaps this grant should be made available again.

VI. Review, Budget for FY 2012-13

Ms. Doucet explained the Quality Budget was 41.14% expended for the year to date. Ms. Borrego stated with the newly approved line items, approximately another 11.7% will be added to the budget bringing it more in-line for this time of year.

Dr. Kanakis requested a motion to accept the budget as presented. Ms. Suarez so moved and Mr. Mascaro seconded the motion. All were in favor with no abstentions and the motion carried.

VII. Historical Report of Quality Spending

Ms. Doucet explained that Mr. Mascaro had requested the (attached) report to show how Quality funds are being expended. Ms. Suarez inquired how much was actually transferred to slots and was informed that information was not currently available. Mr. Mascaro explained he had requested this report because the Reduce Reuse Recycle incentive was not being utilized by providers.

Ms. Borrego explained the economy has affected how providers are spending. The Committee remarked that all incentives seem to have decreased over the last several years. Mr. Mascaro inquired if one incentive should be removed and the extreme makeover added as a replacement as a quarterly award as the items in the Reduce Reuse Recycle grant are reimbursable under Provider Support.

VIII. First Draft – Quality Incentives, FY 2013-2014

Ms. Doucet explained there were no changes other than the fiscal year in the Accreditation, Curriculum or Professional Development incentives. However, there may be changes in the verbiage of the Curriculum incentive once the state finalizes a state-wide curriculum. Ms. Suarez suggested adding the language “as approved by the state.”

The Committee discussed the items that were added as not being included under Provider Support and Ms. Suarez inquired if the wording should be changed from “tablets” to “computers and related devices” which would include E-readers, Nooks, Kindles, iPods, etc.

Mr. Mascaro commented that if the Reduce Reuse Recycle incentive is not being utilized, he would like to see it replaced. Ms. Borrego stated staff could draft a new incentive that resembles the classroom makeover or the incentive could be eliminated leaving four (4) with the funds being moved into Provider Support.

Ms. Suarez suggested if the Reduce Reuse Recycle grant is replaced, moving the examples of approved and disapproved items from this grant and placing them on the Provider Support incentive. Further discussion followed including retaining the Reduce Reuse Recycle grant, but placing less funds into this grant as well as less funds into the Accreditation grant. Ms. Borrego stated that the incentives could be rolled into one incentive with Provider Support encompassing all, but having different portions for providers to complete. Ms. Rand stated she likes the idea of a new makeover incentive and decreasing the amounts for Accreditation and Reduce Reuse Recycle and moving those funds into the makeover grant.

IX. Public Input

None.

X. Schedule Next Meeting Date – April 9, 2013

The next Quality Committee meeting was scheduled for Tuesday, April 9, 2013 at 4 p.m.

XI. Adjournment

Dr. Kanakis requested a motion to adjourn. Ms. Rand so moved and this meeting of the Quality Committee was adjourned at 4:55 p.m. with no further discussion.

Respectfully submitted by,

Ramute “Jak” Jakubauskas
Administrative Assistant