



QUALITY COMMITTEE MEETING MINUTES
Tuesday, January 13, 2015 at 4 p.m.
15506 County Line Road, Suite 103
Spring Hill, FL 34610

Committee Members Present: None

Committee Members Present via Phone: Joe Mascaro, Chair; Beth Narverud, Heidi Rand

Committee Members Excused: None

Committee Members Unexcused: None

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

Others Present: None

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

Mr. Mascaro called the Quality Committee to order at 4:05 p.m.

II. Review and Adoption of Draft Minutes from August 12, 2014 Meeting

Mr. Mascaro requested a motion to approve the minutes from the August 12, 2014 meeting. Ms. Narverud so moved and Ms. Rand seconded the motion. All were in favor with no abstentions and the motion carried.

III. Review, Budget FY 2014-15

Ms. Doucet explained that the budget currently contains \$12,865.78. Spending continues to be at a minimum; however, new purchases of books for upcoming Quality events have been authorized which will expend the budget by approximately \$1,700. The books are being purchased primarily from Scholastic.

Ms. Rand moved to approve the budget as presented and Ms. Narverud seconded the motion. All were in favor with no abstentions and the motion carried.

Mr. Farrelly explained he would like to open a discussion on the way the remaining funds in the Quality budget will be expended over the remaining fiscal year. He explained that staff has generated some ideas on how to spend the funds to effectively benefit providers and inquired if the Committee had ideas or suggestions.

Ms. Rand stated that trainings have been offered in the past on Second Step and that Second Step Kits were purchased. She inquired how the trainings progressed and what percentage of the kits are in use. Ms. Borrego explained that approximately \$11,000 was spent on thirty (30) Second Step kits and nine (9) of the kits were distributed during FY 2103-14. The Coalition's Training Specialist, Ms. Dawn Harvey has since held two (2)

additional trainings and twenty (20) kits have been distributed to providers. Additionally, several kits are on the Mobile Outreach Van for providers to be able to check out.

Ms. Doucet explained that staff would like to propose utilizing some of the funds to create learning libraries. Ten (10) Parent Resource Libraries would be created and each library would contain three (3) copies of the same book or six (6) different books, a resource book and provider training. The cost would be approximately \$400 per library for a total of \$4,000.

Another suggestion was generated by the Provider Specialists to create Math Classroom Libraries to enhance children's math skills. Ten (10) libraries would be created with 3-5 children's books, a resource book, and provider training. The cost would be approximately \$300 per library for a total of \$3,000.

Ms. Borrego explained that earlier classroom libraries with trainings built around them were very popular among the providers. As more training is required to coincide with QRIS, these libraries will help strengthen provider programs.

Mr. Farrelly explained that a recommendation is required to change the budget to reflect the maximum cost of \$8,000 and a revised budget will be presented at the March meeting. The Committee discussed some of the line items that would be affected.

Mr. Mascaro requested a motion to transfer \$8,000 from current line items to the Parent Resource Library and the Math Classroom Library. Ms. Narverud so moved and Ms. Rand seconded the motion. All were in favor with no abstentions and the motion carried.

Mr. Mascaro inquired if the reduced Quality budget still allows the Coalition to meet the minimum requirements imposed by the state on Quality. Mr. Farrelly explained that the 4% minimum is fully met through Gold Seal reimbursement which is eligible under Quality and that approximately 6% is expended on Quality. Mr. Mascaro requested this Quality requirement be added to the agenda for March for discussion.

IV. Progress, QRIS Development

Ms. Borrego reported that a presentation has been prepared to present at January's Program Committee meeting and then to the full Board. She explained the QRIS Steering Committee consisted of five (5) members who have been meeting since last June. The committee has reviewed information from other coalitions, a name was created for the program, a tool was developed, a VIP round table was held at the last conference and fourteen (14) providers have committed to participate in the pilot program that, with approval, will begin the summer of 2015.

The first phase to be implemented will have two (2) standards: Staff Qualifications – Professional Development and the Learning Environment and Teacher-Child Interactions. A more in-depth presentation will occur at the January Board Meeting.

Mr. Farrelly explained this program will have a dramatic impact on providers, children and families as the rating system will affect their business.

Mr. Mascaro stated since this impacts Quality, he would like his Committee to take the lead on QRIS. Mr. Farrelly briefly outlined the responsibilities of the Program Committee.

Ms. Rand stated she was excited about the process and Ms. Narverud inquired if the rating system will utilize data from providers themselves. Mr. Farrelly briefly explained the reporting process. Ms. Borrego stated that from a business perspective, a center with a 4-5 star rating will be more attractive to parents than one that is not rated or that has fewer stars. This will enhance providers' marketability. Additionally, a marketing plan will be created and Coalition staff will educate parents on the star rating during the referral process.

Ms. Rand inquired if QRIS will have a logo and if that logo can be utilized by providers. Mr. Farrelly stated that licensing issues regarding the logo will be looked into.

V. Update, Performance Funding Pilot Project

Ms. Borrego explained that the state has budgeted \$10.2 million for this project and that 400 providers from across the state were selected to participate. Locally, six (6) providers were chosen, one of which has since opted out of the program. Three (3) of these providers are in the pilot program and the others are in the comparison group. The groups have completed the first and second benchmarks and are working on the third which is due at the end of March. MMCI training is being provided and more gains are being noted.

Ms. Rand explained that other coalitions are also seeing positive results and the Head Start programs utilizing CLASS have seen dramatic changes from the MMCI trainings.

VI. Scheduling, Upcoming Quality Events

Ms. Doucet announced that the Coalition will be participating in Brooksville's MLK Parade on Monday, January 19, 2015. Three (3) different age level books on the life of Dr. King have been purchased to distribute to the children along the parade route and the books will contain flyers on the upcoming Storybook Forest event. Line up for the parade begins at 9 a.m.

The Kumquat Festival will be held on Saturday, January 31, 2015 in downtown Dade City and again Coalition staff will be present to distribute books to children. Due to the size of this event, approximately 40,000 attendees, Ms. Doucet recommended using the parking facility at SR 52 and the fairgrounds which offers a shuttle to downtown.

Two events will be held on March 7, 2015 – Curious George Bike Day at Starkey Park in New Port Richey and the Reading Festival held at Nature Coast High School in Brooksville. More information on these events will soon be available.

Additionally, the annual Storybook Forest event will be held on Saturday, April 11, 2015 again at Crews Lake Park. Ms. Doucet reported that to date ten (10) providers have signed up to participate. This year, the Coalition will also utilize shuttle buses to minimize the parking situation.

The Committee also discussed how to distribute the Storybook Forest flyer into the local elementary schools or on the Pasco and Hernando school system's parent announcement page.

VII. Public Input

None

VIII. Schedule Next Meeting Date – March 10, 2015

The next Quality Committee meeting was scheduled for Tuesday, March 10, 2015 at 4 p.m.

IX. Adjournment

Mr. Mascaro adjourned this meeting of the Quality Committee at 4:55 p.m. without further discussion.

Respectfully submitted by,

Ramute "Jak" Jakubauskas
Administrative Assistant