



QUALITY COMMITTEE MEETING MINUTES
Thursday, March 19, 2015 at 4 p.m.
15506 County Line Road, Suite 103
Spring Hill, FL 34610

Committee Members Present: Beth Narverud

Committee Members Present via Phone: Joe Mascaro, Chair; Deacon Scott Conway, Heidi Rand

Committee Members Excused: None

Coalition Staff Present: Bev Doucet, Jak Jakubauskas, Betsy Kier

Others Present: Edna Lennox, QRIS Consultant

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

Mr. Mascaro called the Quality Committee to order at 4:02 p.m. and roll call was taken.

II. Review and Adoption of Draft Minutes from January 13, 2015 Meeting

Mr. Mascaro requested a motion to approve the minutes from the January 13, 2015 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 reported the current budget does not show the realignments being presented. She stated that invoices will be coming in for the items purchased for the provider libraries for math and parent resources.

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

IV. Review/Approval, Budget Realignment

Ms. Doucet explained funds were being moved from First Aid/CPR and Inclusion totaling \$4,200 to Professional Provider Training to offset the purchase costs of the libraries.

Mr. Mascaro requested a motion to approve the proposed budget realignment as presented. Ms. Narverud so moved and Deacon Conway seconded. All were in favor with no abstentions and the motion carried.

V. Update, Gold Seal Accounting toward 4% Minimum Expenditure

Ms. Kier explained that when School Readiness providers become Gold Seal accredited, their payment reimbursement may increase by up to 20%. With the Coalition's current Gold Seal accredited providers, the 4% minimum for Quality was expended by 4.07% to date and providers are encouraged to become accredited. Ms. Rand inquired what the average percentage of payment is and Ms. Kier reported that most providers receive the full 20%, but payment cannot exceed private pay rates.

VI. Review/Approval, Professional Provider Training Grants

Mr. Mascaro requested that the Math Grant be reviewed first. Ms. Doucet explained there will be fourteen (14) grants available valued at \$274 each and will also include two (2) 3-hour training sessions held by the Coalition's Training Specialist. When the training sessions have been completed, the attendees will receive the library kit. The grant requirements were reviewed.

Ms. Doucet explained the Providers Parenting with Parents grant follows the same concept, but the library contents will focus on parents. A brief discussion followed on the importance of educating parents and the amount of information that will be available for the Training Specialist to schedule future trainings.

Mr. Mascaro requested a motion to approve the Mathematic Training and Providers Partnering with Parents Training libraries. Ms. Narverud so moved and Deacon Conway seconded the motion. All were in favor with no abstentions and the motion carried.

VII. FFCHA Scholarship Planning

Ms. Doucet explained this is a reminder to include funds for this conference when planning begins for FY 2015-16. This is a yearly conference scheduled for June 1st and will be held in Clearwater. Last year, four (4) grants were available, but only two (2) providers participated. The grant for one attendee is valued at \$526 which includes registration and a 2-night hotel room with double occupancy.

VIII. Approval, Keynote Speaker for 8th Annual Early Learning Conference

Ms. Doucet reported that Mr. Jim Harris, whose focus is curricula and childhood behaviors, is being considered. He is the CEO of Opportunities Consulting Services and is available for \$3,500 which includes the keynote presentation, two (2) sessions and travel expenses.

Mr. Mascaro requested a motion to approve Mr. Jim Harris as the keynote. Ms. Rand so moved and Ms. Narverud seconded the motion. All were in favor with no abstentions and the motion carried.

IX. Progress, QRIS Development

Ms. Lennox distributed the (attached timeline) to those present and explained a survey had been sent to the ten (10) pilot providers. A “Parent Handbook” detailing information on QRIS is under development and is expected to be available to distribute to interested parents at the upcoming Storybook Forest event where QRIS will have an informational table. Ms. Lennox stated QRIS is expected to begin its roll out in the fall of 2015. The timeline will be emailed to committee members.

X. Update, Performance Funding Pilot Project

Ms. Doucet reported that the three (3) providers in the pilot program are working on their third benchmark which is due March 31st and have completed the MMCI training. Assessments will begin taking place in April or May. In the comparison group, only one provider remains.

XI. Scheduling, Upcoming Quality Events

Ms. Doucet stated the Storybook Forest event will be held on Saturday, April 11, 2015 again at Crews Lake Park. Seventy-five (75) providers and exhibitors will be taking part and logistics are being worked on for the parking situation. Volunteers are still needed and Ms. Doucet reported she has reached out to local ROTC groups. Ms. Rand recommended also reaching out to local Boy Scout troops as they are covered under their own insurance coverage.

Ms. Doucet is already in the planning stages for the upcoming Early Learning Conference and reported that the Coalition van will be at the upcoming Autism Festival at Springstead High School on April 4, 2015

XII. Public Input

None

XIII. Schedule Next Meeting Date – May 12, 2015

The next Quality Committee meeting was scheduled for Tuesday, May 12, 2015 at 4 p.m.

XIV. Adjournment

Mr. Mascaro requested a motion to adjourn. Ms. Narverud so moved and this meeting of the Quality Committee was adjourned at 4:45 p.m. without further discussion.

Respectfully submitted by,

Ramute “Jak” Jakubauskas
Administrative Assistant