



**Quality Committee Meeting Minutes  
August 13, 2007, 4:00 p.m.  
15506 County Line Road, Suite 104  
Spring Hill, FL 34610**

**Coalition Members Present: Sister Roberta Bailey, Jim Cook, Steven Kanakis, Toni Watkins, Maria Crosby**

**Coalition Members Excused: Denise Gill, Lisa Hammond, Irvin Homer, Lydia Pinkowski, Patricia Wisman, Elaine Wooten**

**Coalition Staff Present: Nicole Flechas, Anne McHugh, Debbie Antioco, Maryrose Wersan, Angela Westmoreland**

**Others Present: Sheila Chambers, Christine Dyal, Luba Sevic, Chevella Jacobs, Kathy Lavin, Carl Thornton, Evan Cadmus**

Steven Kanakis called the meeting to order. All members and guests introduced themselves. The committee reviewed the draft minutes from the July 16, 2007 meeting. All members reached a consensus with noted items amended. Minutes were approved.

**2007-2008 Quality Initiatives**

Steven Kanakis informed the Quality Committee that upon reviewing the Coalition's Plan Elements, all Quality Initiative obligations within the Plan are being met. Maryrose Wersan stated that many of the Coalition's contracted obligations have been completed, while some are still being monitored. Debbie Antioco added that the Plan is currently being amended to reflect who is responsible to achieve the specified goals; however, the Coalition is progressing to meet all elements. This amendment is due in October to the State as a final document. Debbie asked the Quality Committee for more discussion regarding the OT/PT initiative as well as how the quality initiatives budget should be aligned (\$337,519). She requested that the committee reach a consensus today to present at the next Board Meeting which is scheduled for Thursday, August 16, 2007. Discussion ensued on these initiatives, as well as items and services to be utilized.

Anne McHugh commented on goals she would like to see met through the quality initiatives mental health section of the budget. Carl Thornton, FDLRS public representative, gave a report on the policies and procedures of FDLRS and further discussed their mental health services. Discussion ensued on educating providers/teachers regarding FDLRS and how the Coalition can work as a team with mental health service providers to better serve the children of Pasco and Hernando counties through sensory screenings.

Maria Crosby requested an update regarding the State budget cuts. Debbie Antioco replied that the Coalition has received information from AWI indicating that budget cuts

are a possibility; however, the estimated reduction has decreased from approximately 10% to approximately 4%. She then stated that she expects further clarification from AWI in September 2007. Debbie provided a draft Proposed Budget and the committee, after thorough discussion, decided upon the following line items for both Pasco and Hernando Counties to be presented to the Board:

<b>Proposed Quality Initiatives</b>	<b>Proposed Budget</b>
Creative Curriculum	58,000
Provider/parent training/materials	73,519
Inclusion training/materials	20,000
Mental Health Services	40,000
Dental Screenings	26,000
Sensory Screenings/trainings/materials for Coalition staff and providers	50,000
Provider Starter Packets	20,000
New Programs	50,000
<b>Total</b>	<b>337,519</b>

### **Quality Manager Position Update**

Steven Kanakis reported that interviews were held for the position of Quality Manager on Thursday, August 9, 2007. He explained that the interviews were conducted by himself, Maryrose Wersan and Debbie Antioco. Steven added that it was a unanimous decision to hire Noreen St. Jean for that position. Noreen St. Jean was offered the position and she has accepted the role of Quality Manager. Debbie Antioco stated that Noreen will officially join the Coalition team on September 17, 2007.

### **Public Input**

Chevella Jacobs, CDS staff, presented the committee with recommendations regarding a Pasco County provider. Chevella reported many areas in which this center does not comply with State laws. She has placed the center in question on a corrective action plan and continues to monitor the situation. Discussion ensued regarding corrective action plan procedures. Maria Crosby recommended issuing two official letters regarding this center. The first letter, she explained, should come from the Coalition to the center. The second letter should come from the Coalition and be mailed to the DCF licensing department. Both letters must outline the situation and condition of the center. Steven Kanakis requested that the necessary information be emailed to him so that he can draft a letter. This matter will be discussed at the next Board Meeting on Thursday, August 16, 2007.

Luba Sevic reported a reoccurring issue with certain Gold Seal Providers in Pasco County. She reported that centers continuously mishandle Gold Seal ratios, despite the fact that she has given verbal warnings. A general consensus was reached to address the issue with an official warning letter from the Coalition.

**Future Meeting Schedule**

The next Quality Committee meeting is scheduled for September 10, 2007 at 3:00 p.m. at the Coalition's office located on County Line Road.

Without any further discussion, the meeting adjourned at approximately 6:00 p.m.

Respectfully submitted by,

Angela Westmoreland  
Administrative Assistant