



DRAFT
Quality Committee Meeting Minutes
November 9, 2007, 9:00 a.m.
15506 County Line Road, Suite 103
Spring Hill, FL 34610

Coalition Members Present: Sister Roberta Bailey, Jim Cook, Steven Kanakis, Maria Crosby, Denise Gill, Lydia Pinkowski, Toni Watkins

Coalition Members Excused: Elaine Wooten, Patricia Wisman

Coalition Staff Present: Nicole Flechas, Anne McHugh, Debbie Antioco, Maryrose Wersan, Angela Westmoreland, Noreen St. Jean

Others Present: Luba Sevic, Kimberly Williams, Carol Eurton

Steven Kanakis called the meeting to order. All members and guests introduced themselves. The committee reviewed the draft minutes from the October 15, 2007 meeting. All members reached a consensus and the minutes were approved.

2007-2008 Quality Initiatives

Noreen St. Jean referred the committee to her report. She reviewed the details with the committee, indicating how quality dollars have been utilized and allocated into specific line items. She stated that dental health screenings would begin soon.

Noreen further explained the prioritization of future spending of the quality dollars and discussed her goals of establishing contracts and networking relationships. Discussion ensued on developmental materials for children who are victims of domestic violence.

The Committee mentioned implementing orientation packets and training that would be issued to new providers.

Monitoring and Classroom Observation Assessments

It was determined that the classroom observation and assessment tool currently being utilized for monitoring School Readiness programs is outdated. CDS and Coalition staff has scheduled a meeting to revise this tool and will be presented during the next meeting.

VPK Outreach and Awareness

The Quality Committee reviewed the VPK Outreach and Awareness grant that was awarded for this Fiscal Year in the amount of \$20,547. Maryrose Wersan listed multiple marketing initiatives for the Committee to review. The following marketing initiatives have been established by this Committee:

MARKETING INITIATIVES	PROJECTED COST
Movie Theatre Advertisement - VPK	To Be Determined
VPK Calendar for Parents/Providers	To Be Determined
Newspaper Advertisement	To Be Determined
Shopping Cart Advertisement (Publix Supermarkets)	To Be Determined
Local Newsletter Advertisements	To Be Determined
McDonald's Corporation Placemat Advertisement	To Be Determined

A projected cost of these initiatives is to be presented at the next meeting.

Future Meeting Schedule

The next Quality Committee meeting is scheduled for December 12, 2007 at 4:00 p.m. at the Coalition's office located on County Line Road.

Without any further discussion, the meeting adjourned at approximately 11:25 a.m.

Respectfully submitted by,

Angela Westmoreland
Administrative Assistant