



**Quality Committee Meeting Minutes
June 29, 2009 - 4 p.m.
15506 County Line Road, Suite 104
Spring Hill, FL 34610**

Committee Members Present: Dr. Steven Kanakis, Chair; Joe Mascaro, Beth Rawls

Committee Members Excused: Sister Roberta Bailey

Coalition Staff Present: James Farrelly, Nicole Flechas, Ramute “Jak” Jakubauskas, Betsy Kier

Others Present: None

I. Welcome and Call to Order

Dr. Steven Kanakis, Chairperson, called the meeting to order at 4:05 p.m. All members and staff introduced themselves. The Committee reviewed the draft minutes from the June 9, 2009 meeting.

Dr. Kanakis asked for a motion to approve the minutes from the June 9, 2009 meeting. Mr. Mascaro moved to approve the minutes and Ms. Rawls seconded the motion. All were in favor with no abstentions and the motion carried.

II. 2008-2009 Quality Initiatives: Ms. Nicole Flechas, Quality Manager

- **Quality Initiatives Spending Update**

Ms. Flechas informed the Committee that the Quality Budget (attached) has been expended and committed by 101%. She stated there was a deficit of \$2,258.00 due to the high number of approved provider incentive applications.

- **Recommendations to Realign Quality Budget**

Ms. Flechas distributed a proposed Re-Alignment of Funds-June (attached) and reviewed the necessary realignments. The Committee was informed that the \$2,258.00 would be transferred from remaining slot dollars into the Quality Budget.

Dr. Kanakis requested that staff create a tracking form showing expenditures from 08/09 compared to 09/10.

Dr. Kanakis requested a motion to approve the recommended realignments as presented by Ms. Flechas. Mr. Mascaro so moved and Ms. Rawls seconded. All were in favor with no abstentions and the motion carried.

Ms. Flechas stated she would forward the Committee an updated budget once it has been realigned.

III. 2008-2009 Quality Initiatives: Ms. Nicole Flechas, Quality Manager

- **2009-2010 Quality Initiatives Spending**

Ms. Flechas presented the 09/10 Quality Budget (attached) and informed the Committee that the following changes have been made based on the expenses from 08/09:

- a) Health Screening reduced from \$2,745 to \$1,000
- b) Training Materials for Providers increased to \$7,235 from \$5,490
- c) Parenting Classes reduced from \$1,373 to \$500
- d) Inclusion Materials for Special Needs Children increased to \$3,618 from \$2,745
- e) Contract for Itinerant Services reduced to \$3,000 from \$5,490
- f) Contract for Life Span increased to \$16,215 from \$13,725
- g) The 7% under “New Initiative” will be allocated to the Provider Support Incentive increasing it to \$67,251 from \$43,920

Mr. Farrelly stated that no information was available, as of yet, for the 09/10 Quality Budget. Figures for the budget will be presented at the next Finance/Audit Committee meeting and then to the full Board to act upon at the July meeting.

Discussion followed on the Coalition working with Career Central on a School Readiness program for recipients of unemployment compensation who have enrolled in a structured training program. Ms. Kier stated that a new law would also allow School Readiness funds for those receiving unemployment compensation.

Dr. Kanakis requested Ms. Flechas speak with Ms. Wersan regarding setting the 09/10 Quality Budget in the “Hold Harmless” original amount of \$337,000.

- **Scholarship Initiative Application – 1st Reading**

Ms. Flechas explained the Scholarship Initiative Application for conferences 50+ miles from a provider’s center. Ms. Rawls commented that if a provider thought they may not be reimbursed for attending a certain conference, they would not attend unless the Coalition could guarantee that they would be reimbursed. A pre-approval process was discussed.

The other incentive applications were reviewed as criteria had been changed. The Scholarship Application will be brought back to the Committee's next meeting for a second reading and the other applications for a final reading.

IV. Public Input

None

V. Schedule Next Meeting Date

The next scheduled meeting of the Quality Committee will be Tuesday, July 14, 2009 at 4 p.m. at the Coalition's main site.

VI. Adjournment

Dr. Kanakis requested a motion to adjourn the meeting; Mr. Mascaro so moved. With no further discussion, Dr. Kanakis adjourned the meeting at approximately 4:56 p.m.

Respectfully submitted by,

Ramute "Jak" Jakubauskas
Administrative Assistant