



**Quality Committee Meeting Minutes
December 8, 2009 - 4 p.m.
15506 County Line Road, Suite 103
Spring Hill, FL 34610**

Committee Members Present: Joe Mascaro, Co-Chair; Jo Ann Carman, Karen Livengood, Teresa Suarez

Coalition Members Present Via Phone: Sister Roberta Bailey

Committee Members Excused: Dr. Steve Kanakis, Chair

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

Others Present: None

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

Mr. Mascaro, in Dr. Kanakis’ absence, called the meeting to order at 4:03 p.m. All members and staff introduced themselves. The Committee reviewed the draft minutes from the November 10, 2009 meeting.

Mr. Mascaro requested a motion to approve the minutes from the November 10, 2009 meeting. Ms. Suarez moved to approve the minutes and Ms. Carman seconded the motion. All were in favor with no abstentions and the motion carried.

II. 2009-2010 Quality Initiatives: Ms. Betsy Kier, Assistant Executive Director

• Provider Applications

Ms. Kier presented the Quality Initiatives (attached) and informed the Committee that this month \$7,117.44 in reimbursements have been submitted for approval. Ms. Kier explained that for a few of the providers who have requested more funds than they were allotted, staff found that in most cases this was due to an error in the provider’s addition.

Ms. Suarez requested clarification on the Scholarship and Professional Development Initiatives. Ms. Kier stated adjustments and other suggestions to the application forms are being tracked to incorporate into the initiative applications for next year. Mr. Farrelly explained that the Scholarship format was developed last year for use this

fiscal year, but the Coalition will consider combining the two (2) for next year. Ms. Kier stated there will be a more comprehensive listing of items providers may apply for; items that have been considered appropriate previously but may not be considered next year. For example, DVDs have been approved in the past, but the Coalition's monitoring tool states that children should not be watching TV.

A brief discussion followed on several of the reimbursement requests as a few of the providers were seeking more reimbursement dollars than were actually awarded. Ms. Kier explained that these providers sought reimbursement for items that are not acceptable including clothing for older children (juniors) and items such as vacuum cleaners or submitting receipts from the previous fiscal year.

Mr. Mascaro requested a motion to approve the distribution of funds for the initiative applications submitted. Ms. Suarez moved to approve the motion and Ms. Livengood seconded the motion. All were in favor with no abstentions and the motion carried.

A brief discussion followed on the lack of provider participation in the program. Ms. Livengood inquired what will happen to the funds if they are not spent and Mr. Farrelly replied the funds will go to slots as there currently is a deficit in Pasco County and the Coalition may have to start a wait list.

III. Spending Update: Ms. Betsy Kier, Assistant Executive Director

Ms. Kier informed the Committee that the Quality Budget has been 41% committed. She stated there is currently a deficit balance for The Harbor contract of \$736.66 and a re-alignment of funds from another category will be done next month, after final invoices have been received. The re-alignment will be presented next month.

Mr. Farrelly informed the Committee that the Coalition was in the process of reviewing references for a potential candidate for the Infant/Child Therapist position who will be on staff on January 4th.

Ms. Kier stated the November Conference break down (attached) indicated a profit of over \$4,000. These dollars are considered unrestricted funds and can be used for training. She indicated that next year's potential keynote speaker is local and will be less expensive than this year's speaker, Dr. Pam Phelps. She informed the Committee that the Coalition was in preliminary negotiations with Mr. Jack Hartmann.

Mr. Mascaro inquired if the funds in the Community Events line item will be utilized by the end of the fiscal year. Ms. Kier replied yes, that the mobile outreach vans will be participating in a number of events and that these funds can also be used to purchase books to use as giveaways for the children.

IV. Public Input

Ms. Suarez stated she would like to bring a concern regarding the VPK mandatory attendance and how it relates to some special needs children that leave their centers to go to the school system for therapy. These children are sharing their time between the VPK program and the school system, but their VPK providers are being impacted financially. Providers are informing parents they can not take their child to therapy because of the attendance issue. Consequently parents are not taking their children to therapy because they do not want to have them lose their VPK opportunity. Ms. Livengood stated that a child in a VPK setting being transported to the public school and then back to the center is considered to be present in both places. Ms. Kier requested a list of the providers being impacted and informed the Committee that the State will take another look at the attendance policies for possible re-consideration of children with special needs or children with life threatening illnesses.

V. Schedule Next Meeting Date – January 12, 2010

The next Quality Committee meeting will be scheduled for Tuesday, January 12, 2010 at 4 p.m.

VI. Adjournment

Mr. Mascaro requested a motion to adjourn the meeting; Ms. Suarez so moved. With no further discussion, Mr. Mascaro adjourned the meeting at approximately 4:40 p.m.

Respectfully submitted by,

Ramute “Jak” Jakubauskas
Administrative Assistant