



**Quality Committee Meeting Minutes  
July 13, 2010 - 4 p.m.  
15506 County Line Road, Suite 103  
Spring Hill, FL 34610**

**Committee Members Present: Joe Mascaro, Chair; Jo Ann Carman, Karen Livengood**

**Committee Members Excused: David Lambert**

**Committee Members Via Phone: Teresa Suarez**

**Coalition Staff Present: Kim Borrego, James Farrelly, Jak Jakubauskas**

**Others Present: None**

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

Mr. Mascaro called the meeting to order at 4:04 p.m. All members and staff introduced themselves. The Committee reviewed the draft minutes from the June 8, 2010 meeting.

Mr. Mascaro requested a motion to approve the minutes from the June 8, 2010 meeting. Ms. Livengood moved to approve the minutes and Ms. Carman seconded the motion. All were in favor with no abstentions and the motion carried.

**II. Spending Update: Ms. Kim Borrego, Program Quality Manager**

Ms. Borrego stated \$32,829.19 was moved out of the 2009-10 budget and into Administration to be spent on office expenses; expending the 2009-10 budget to 99%; \$3,000 remains in unfunded from the Early Learning Conference. The Coalition spent \$10,000 on outreach van supplies, also purchased were printers, a computer, copy paper and toner cartridges.

Mr. Mascaro requested a motion to accept the final budget for 2009-2010. Ms. Carman moved to accept and Ms. Livengood seconded. All were in favor with no abstentions and the motion carried.

Ms. Borrego reported that at the Program Committee meeting, members discussed and approved an increase in the minimum score on the assessment monitoring tool to 85% from 80%. Revised tools and the minimum score will be recommended for approval at the upcoming meeting of the Board of Directors. This change must then be reflected on the incentive applications.

Ms. Borrego reported that the new incentives will be revised and posted on our website. The incentives will be introduced at the provider meetings which begin tonight.

Ms. Suarez inquired how many providers fall under the 85%. Ms. Borrego stated that 241 providers were assessed, of which 75% scored 85% or higher, less than 7% will be affected.

**III. Public Input**

None

**IV. Schedule Next Meeting Date – August 10, 2010**

The next Quality Committee meeting is scheduled for Tuesday, August 10, 2010 at 4:00 p.m.

**V. Adjournment**

Mr. Mascaro requested a motion to adjourn the meeting. Ms. Livengood so moved and Ms. Suarez seconded. With no further discussion, the Quality Committee meeting was adjourned at 4:30 p.m.

Respectfully submitted by,

Ramute “Jak” Jakubauskas  
Administrative Assistant