



**Quality Committee Meeting Minutes  
Tuesday, April 12, 2011, 4 p.m.  
15506 County Line Road, Suite 103  
Spring Hill, FL 34610**

**Committee Members Present: Joe Mascaro, Chair; Jo Ann Carman, Jayne Goldstein, Teresa Suarez**

**Committee Members Excused: David Lambert**

**Committee Members Present via Phone: Beth Rawls**

**Coalition Staff Present: Kim Borrego, Jak Jakubauskas, Betsy Kier**

**Others Present: None**

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

Mr. Mascaro called the meeting to order at 4:05 p.m. and welcomed attendees. Introductions were made.

Mr. Mascaro requested the Committee review the minutes from the March 8, 2011 meeting. Mr. Mascaro requested a motion to approve the minutes from the March 8, 2011 meeting as presented. 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. Review Provider Incentive Applications**

Ms. Borrego stated that for March, thirteen (13) providers submitted eighteen (18) applications for a total of \$7,219.76. She explained that the variance between some of the requests for reimbursement and the actual amount being reimbursed was due to some of the providers having reached their maximum reimbursement amount.

Mr. Mascaro requested a motion to approve March's incentives in the amount of \$7,219.76. Ms. Suarez so moved and Ms. Carman seconded the motion. All were in favor with no abstentions and the motion carried.

**III. Spending Update**

Ms. Borrego stated that after re-allocating the \$60,000 from the budget to School Readiness slots, the budget is currently 70% expended and 70% committed. Mr. Mascaro inquired if there may be a future need for any of the line items that had been zeroed out through the re-allocation. Ms. Borrego informed the Committee that Post Assessment Materials may need to be purchased in order to do a 47% random sampling

as was done with the Pre Assessments. The Committee will be kept apprised if there is a need to re-align this budget line item.

Further discussion followed on the budget that included the remaining \$76,136.16 in the Quality Enhancement line items. Ms. Borrego informed the Committee that based on the Notices of Intent that were returned, these dollars should be spent. However, there is a contingency plan for any unspent funds.

#### **IV. Conference Update**

Ms. Borrego explained that due to a date conflict with Ms. Sue Baldwin, one of the keynote speakers, a new date had been determined for the Annual Conference. It will now be held on November 12, 2011. This date has been confirmed with Ms. Baldwin, the Battersby Duo and Bishop McLaughlin Cathedral High School.

A discussion followed on the NAEYC Annual Conference being scheduled on November 5, 2011 and held in Orlando and the possibility of attendance at the Coalition's conference being reduced by two (2) conferences being offered consecutively.

Ms. Borrego informed the Committee that the Battersby Duo had reduced their fee from \$900 to \$750 because they will not be a "keynote" and will only perform a mini-concert during the lunch break and a break-out session.

A brief discussion followed on the possibility of increasing the ticket price to the Annual Conference from \$20 to \$25. The ticket price will be discussed further at the May Quality Committee meeting.

#### **V. Discussion, FFCCHA Annual Conference**

Ms. Kier informed the Committee that this conference is for home child care providers and will be held in June. She would like to recommend to the Committee that funds from Quality Enhancement be set aside to offer scholarships, on a first come basis, to the Coalition's home child care providers. The fee of \$387 per person will include conference registration and hotel accommodations for three (3) nights.

Ms. Kier would like to propose that the Quality Committee make available up to eight (8) scholarships for a total of \$3,096. The Committee was informed that the providers would be sent an email announcing the scholarships and the first eight (8) providers to reply would be eligible to submit their receipts for reimbursement. Other providers, if they have submitted a Notice of Intent for Professional Development, would be able to submit for reimbursement through the normal incentive program.

Mr. Mascaro requested a motion to make eight (8) scholarships available at \$387 each for the FFCCHA Annual Conference for the Coalition's home child care providers. Ms.

Goldstein so moved and Ms. Carman seconded the motion. All were in favor with no abstentions and the motion carried.

The Committee agreed to re-visit this at the next meeting and perhaps offer additional scholarships if there were a large number of applicants.

## **VI. Public Input**

Ms. Borrego updated the Committee on the Week of the Young Child event held in Pasco County on Saturday, April 9, 2011. She stated approximately 520 people attended "*The Storybook Forest*" event including providers, volunteers and staff. Ms. Rawls congratulated Ms. Borrego on doing a great job on the event.

Ms. Suarez stated that a meeting had taken place with Ms. Kim Megrath, TATS Coordinator, who had suggested an opportunity for community trainings to establish a greater understanding of early childhood education for children with disabilities. This would be an opportunity to recognize centers that have specialized training or supports for children with disabilities. Ms. Suarez stated that some type of designation on the provider information would be beneficial to parents looking for this type of service. The Committee agreed to place this topic on a future agenda.

Ms. Suarez stated that with the changes in the McKay Scholarship program that will begin in 2012, there will be funds available for pre-kindergarten instead of just K-12.

Ms. Borrego inquired if the tentative Quality Committee Meeting dates for FY 2011-12 (attached) had been reviewed by the members. The Committee stated they had reviewed the dates and accepted them as presented.

## **VII. Schedule Next Meeting Date – May 10, 2011**

Mr. Mascaro stated the next Quality Committee meeting is scheduled for Tuesday, May 10, 2011 at 4 p.m.

## **VIII. Adjournment**

Mr. Mascaro requested a motion to adjourn the meeting. Ms. Suarez so moved and without further discussion, the Quality Committee meeting was adjourned at 4:45 p.m.

Respectfully submitted by,

Ramute "Jak" Jakubauskas  
Administrative Assistant