



**Quality Committee Meeting Minutes
Tuesday, September 15, 2011, 4 p.m.
15506 County Line Road, Suite 103
Spring Hill, FL 34610**

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

Committee Members Excused: Jayne Goldstein, Heidi Rand

Committee Members Present via Phone: None

Coalition Staff Present: Kim Borrego, Jim Farrelly, Linda Fay, Sharon Hayes, Jak Jakubauskas

Others Present: None

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

Mr. Mascaro called the Quality Committee meeting to order at 4:02 p.m. and welcomed attendees. Introductions were made.

Mr. Mascaro requested the Committee review the minutes from the July 19, 2011 meeting as there was no meeting in August. He requested a motion to approve the minutes from the July 19, 2011 meeting. Ms. Carman moved to approve the minutes as presented and Ms. Suarez seconded the motion. All were in favor with no abstentions and the motion carried.

II. Review Incentive Applications for FY 2011-12

Ms. Borrego stated there is no incentive chart for the Committee to approve as the five (5) providers who have submitted applications have not yet had their assessment for FY 2011-12. These providers have been scheduled to have their assessments completed between now and the end of September.

Mr. Farrelly stated the total dollar figure being submitted for the applications would not be near the \$27,500 available for the quarter. The majority of these funds will be transferred to School Readiness whose waiting list is nearing 1,000 children.

Mr. Mascaro stated the providers need to understand they will not have the funds at the end of the year as they have in the past. Ms. Borrego stated the topic has been discussed at provider meetings and in the new weekly email format being sent to providers that indicates the dollar amount in the Quality budget for the quarter.

Ms. Borrego informed the Committee that Ms. Jayne Goldstein, Board Member and Provider Representative, is offering a training to providers at her center on September 14, 2011 on how to complete an incentive application. To date, she has five (5) providers who have registered. The last edition of the "Spotlight" also featured an article written by Ms. Goldstein on the incentive program.

Ms. Suarez stated it may be time to re-think the program if the providers are not utilizing the funds. She inquired if there may be a better way to promote and improve quality for the lower performing centers. Mr. Farrelly stated the Coalition's 4% Quality requirement for the state is met through the Gold Seal incentive to providers.

Ms. Carman stated a better way to spend Quality dollars may be to purchase items in bulk and give them to providers.

Ms. Borrego stated only approximately 45 centers applied for incentive dollars last fiscal year or about 15% of total providers. Mr. Mascaro requested that ideas to promote Quality be placed on the agenda for the October meeting.

Mr. Farrelly stated that Ms. Borrego has visited other local coalitions as part of a "visioning trip" and a report will be presented to the full Board at the September meeting.

III. Review, Quality Budget for FY 2011-12

Ms. Borrego explained the budget was 5% expended and 5% committed and referred the Committee to the few line items where purchases have been made. Mr. Mascaro inquired about the funds allotted for the Therapist position. Mr. Farrelly recommends moving the funds to the committed category.

Mr. Farrelly explained that the state has not yet begun the 6-week training required for the proposed state-wide assessment program. The Coalition will discuss if we will participate in the pilot as the quoted cost per assessment per classroom has risen from \$300 to \$600.

More information on the state-wide assessment tool and contractor information will be brought to the October meeting.

IV. Conference Update

Mr. Farrelly introduced Ms. Sharon Hayes, the new Quality Supervisor, who is now the primary planner for the conference. Ms. Hayes informed the Committee that 28 presenters have committed and will be participating in three (3) break-out sessions. Currently, there are 22 exhibitors and the goal is to have 30. Ms. Hayes would like to include not only vendors that provide information on personal products but also products and information on professional development to help enhance provider's businesses such as ideas on fund-raising and marketing.

On-line registration will open on September 16, 2011 and the fee is \$25. Breakfast and lunch are included and CEU's will be available for an additional fee. Mr. Farrelly stated the target for this conference is 600 attendees. The keynote speaker is Ms. Sue Baldwin from Minnesota and a concert will be performed by a Hernando group, The Battersby Duo. An invitation was extended to the Committee members to attend the conference.

V. Public Input

Ms. Suarez requested data on what areas within Quality could be targeted as general areas of weakness. She inquired what the Committee could do as a team to measure the effectiveness in Quality. Is what we are currently doing enough? Mr. Mascaro stated he would like to see the impact of Quality dollars raised from just 15% of providers.

Mr. Farrelly stated that new state-of-the-art ideas of where Quality should be headed for School Readiness will be placed on the next agenda as "vision."

VI. Schedule Next Meeting Date – October 11, 2011

The next Quality Committee meeting has been scheduled for Tuesday, October 11, 2011 at 4 p.m.

VII. Adjournment

Mr. Mascaro requested a motion to adjourn the Quality Committee meeting. Ms. Suarez so moved and without further discussion, the Quality Committee meeting was adjourned at 4:27 p.m.

Respectfully submitted by,

Ramute "Jak" Jakubauskas
Administrative Assistant