



**Quality Committee Meeting Minutes
Tuesday, May 15, 2012, 4 p.m.
15506 County Line Road, Suite 102
Spring Hill, FL 34610**

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

Committee Members Excused: Jayne Goldstein, Teresa Suarez

Committee Members Present via Phone: Heidi Rand

Coalition Staff Present: Kim Borrego, Bev Doucet, Jim Farrelly, Jak Jakubauskas

Others Present: None

I. Welcome and Call to Order: Ms. Jo Ann Carman, Chair

Ms. Carman called the Quality Committee meeting to order at 4:05 p.m. and welcomed attendees.

Ms. Carman requested the Committee to review the minutes from the April 10, 2012 meeting. Ms. Carman requested a motion to approve the minutes from the April 10, 2012 meeting as presented. Mr. Mascaro so moved and Ms. Rand seconded the motion. All were in favor with no abstentions and the motion carried.

II. Review/Approval, Incentive Applications for FY 2011-12

Ms. Borrego stated that applications for May are being presented with eleven (11) providers submitting twenty-one (21) applications for a total of \$15,972.83.

After a review of the incentives and a brief discussion, Mr. Mascaro moved to approve the incentive expenditures as presented and Ms. Rand seconded the motion. All were in favor with no abstentions and the motion carried.

III. Review, Quality Budget for FY 2011-12

Ms. Borrego stated the budget to date was both 86% committed and expended. She explained some of the variances under Quality Enhancements are due to an adjustment that had been made. A review of the budget showed that even though a motion had been made at the November meeting to move \$13,684 to School Readiness slots; these funds were not removed from the budget. The budget now reflects the transfer of funds.

Ms. Rand moved to accept the budget as presented and Mr. Mascaro seconded the motion. All were in favor with no abstentions and the motion carried.

IV. Review/Approval, Realignment of Quality Funds

Ms. Borrego explained that \$1,239.96 should be moved from the A&S Questionnaire line item to the Training Materials for Provider Training line item. The funds are required to purchase materials for Standards trainings.

Additionally, \$2,516.01 should be moved from the School Readiness Contractor line item to the Professional Development Incentive to balance this line item after the budget realignment caused by moving the \$13,684 from incentive line items to School Readiness.

Ms. Carman requested a motion to approve the budget and the recommended reallocations. Mr. Mascaro so moved and Ms. Rand seconded the motion. All were in favor with no abstentions and the motion carried.

V. Review, Draft Quality Budget FY 2012-2013

Ms. Borrego explained the budget remains the same as last year, with the exception of a reduction of \$70,000 in the Quality enhancement line items. Mr. Farrelly stated the changes in the incentive budget are due to the unknown factors in the overall budget for FY 2012-13 which will be \$160,000 down from \$230,000. The Coalition has not yet received notification on the School Readiness or VPK allocations except to be told the budget is being "held harmless."

He explained the state may possibly move the age range to 0-5 years and adjust provider reimbursement rates. If Pasco/Hernando providers do receive an increase, their first after seventeen (17) years, the funds will come from slot dollars resulting in fewer children served.

Mr. Farrelly explained the Quality Budget reflects the conservative approach the Coalition is taking to be able to serve the same number of children during the upcoming fiscal year. There will be \$40,000 in the Quality Enhancement line item for providers.

Mr. Mascaro inquired about the salary for the Infant/Toddler Therapist and Ms. Borrego explained that the funds for this position have been assimilated into the administrative salary budget.

Mr. Mascaro asked that with the reduction in Quality Incentives to \$40,000 from \$110,000, will it be necessary to re-address funding limitations on each application. A revised application will be presented at the June meeting. Ms. Borrego explained that the five (5) current incentives would be rolled into one.

Mr. Farrelly explained that the Coalition's overall budget for FY 2012-13 is still being reviewed and the percentages for the amounts to be spent on slots, etc. have not yet been studied. However, the Coalition will do its best to maintain a minimum of 80% of funds dedicated to slots with a goal of 83%.

A brief discussion followed on age range and how, if it occurs, it will be done at the state level and the state will handle discussions with providers.

Ms. Carman requested a motion to accept the draft Quality Budget for FY 2012-2013. Mr. Mascaro so moved and Ms. Rand seconded the motion. All were in favor with no abstentions and the motion carried.

Mr. Farrelly introduced Ms. Bev Doucet as the Coalition's new Quality Supervisor and updated the Committee on the upcoming 5th Annual Early Learning Conference. It will be held on Saturday, November 3, 2012 and Dr. Mel Jurado, Director of Florida's Office of Early Learning will be a featured presenter who will provide opening remarks. The keynote speaker will be Dr. Mary Harper, an Associate Professor in Early Childhood and Elementary Education at St. Petersburg College. Dr. Harper has offered to present at no charge, as part of her community service.

Mr. Farrelly explained that the registration fee is currently projected to remain the same at \$25 and the Coalition hopes to make a donation to its match requirement, if the conference is profitable.

VI. Public Input

None.

VII. Schedule Next Meeting Date – June 12, 2012

The next Quality Committee meeting has been scheduled for Tuesday, June 12, 2012 at 4 p.m.

VIII. Adjournment

Ms. Carman requested a motion to adjourn the Quality Committee meeting. Mr. Mascaro so moved. Without further discussion, the Quality Committee meeting was adjourned at 4:40 p.m.

Respectfully submitted by,

Ramute "Jak" Jakubauskas
Administrative Assistant