



**QUALITY COMMITTEE MEETING MINUTES**  
**Tuesday, October 9, 2012, 4 p.m.**  
**15506 County Line Road, Suite 102**  
**Spring Hill, FL 34610**

**Committee Members Present: Jo Ann Carman, Chair; Heidi Rand**

**Committee Members Excused: None**

**Committee Members Present via Phone: Joe Mascaro, Teresa Suarez**

**Coalition Staff Present: Danielle Berche, 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 4:03 p.m. and welcomed attendees.

Ms. Carman requested the Committee review the minutes from the September 11, 2012 meeting. Ms. Carman requested a motion to approve the minutes from the September 11, 2012 meeting. Mr. Mascaro so moved and Ms. Suarez seconded the motion. All were in favor with no abstentions and the motion carried.

**II. Review, Incentive Applications**

Ms. Doucet explained that three (3) providers submitted three (3) Provider Support Incentive applications for September for a total of \$2,034.02. She explained that providers are beginning to submit incentive applications, but some providers must first have their annual assessment prior to their application being submitted for approval.

Ms. Carman requested a motion to approve payment for the submitted incentives. Ms. Rand so moved and Mr. Mascaro seconded the motion. All were in favor with no abstentions and the motion carried.

**III. Review, Budget for FY 2012-13**

Mr. Farrelly explained the Committee had requested the budget include a reference to the previous year's expenditures. Ms. Suarez inquired if a budget realignment will be forthcoming as some of the line items reflect a zero balance. Ms. Doucet informed her a budget realignment is not necessary at this time, but will certainly be presented when needed.

Ms. Carman requested a motion to approve the budget for September, 2012. Mr. Mascaro so moved and Ms. Suarez seconded the motion. All were in favor with no abstentions and the motion carried.

**IV. Review, FY 2011-12 Budget vs. FY 2012-13 Budget**

Ms. Berche explained that a rolling month display of both fiscal years will not be possible, but a report will be generated showing the total expenses for FY 2011-12 for comparison purposes.

**V. Update, Conference 2012**

Ms. Doucet informed the Committee that as of this afternoon, 544 individuals have registered for the conference. She reported the Coalition's Mobile Outreach Specialists are actively involved in taking applications and bringing them back to the office for entry into the registration system. Mobile registration will also be available at the October provider meetings. Ms. Doucet informed the Committee that fifteen (15) of the workshop sessions have been filled. Additionally, she is seeing more registrations from centers throughout Florida where the entire teaching staff is being registered.

**VI. Public Input**

Ms. Jakubauskas distributed flyers for the Coalition's upcoming Wine Tasting scheduled for Tuesday, November 13, 2012. Ms. Rand informed the Committee that Bay New 9 has a community segment called "Vino Vino" that announces upcoming wine events on the air. This information will be given to the Coalition's Communications Specialist, Ms. Katie Nelson.

Mr. Farrelly explained that Board leadership has requested he speak to Committee members about Board meeting attendance as the Coalition was forced to cancel the last Board meeting due to lack of quorum. He informed the Committee that two (2) potential private sector individuals have requested to join the Board. Ms. Rand stated that other Boards are also having attendance problems. She explained that both Flagler/Volusia and Nature Coast had to cancel August Board meetings due to lack of quorum.

**VII. Schedule Next Meeting Date – November 6, 2012**

The next Quality Committee meeting has been scheduled for Tuesday, November 6, 2012 at 4 p.m.

**VIII. Adjournment**

Ms. Carman moved to adjourn the Quality Committee meeting at 4:18 p.m. without further discussion.

Respectfully submitted by,

Ramute "Jak" Jakubauskas  
Administrative Assistant