



ELCHC Board of Directors AMENDED Meeting Agenda Packet

Monday, August 21, 2023 at 3:00 pm

6302 E. Dr. Martin Luther King Jr. Blvd., Suite 100 Tampa, FL 33619

<https://us06web.zoom.us/j/88594672282?pwd=NUwxdHlzdS92SWJDejl1cVBpU2lQUT09>

Meeting ID: 885 9467 2282

Passcode: 190135



ELCHC Board of Directors AMENDED Meeting Agenda Packet

Monday, August 21, 2023

I. WELCOME & INTRODUCTIONS

A. Patel

- A. Roll call/Quorum
- B. Pledge of Allegiance

II. CONSENT AGENDA

A. Patel

The "consent agenda" is a single agenda item typically addressed first after convening the board meeting and establishing that a quorum is present. The consent agenda encompasses all the routine, pro forma and noncontroversial items that the Board needs to vote on.

- A. August 21, 2023 Board of Directors Meeting Agenda
- B. June 26, 2023, Board of Directors Annual Meeting Minutes - 4

III. PUBLIC COMMENT

A. Patel

Individuals wishing to address the Early Learning Coalition of Hillsborough County Board of Directors must complete a Public Comment Request Card and submit it to the official recorder prior to the noticed start time of the meeting. Said comments will be limited to three (3) minutes per individual on a first come, first serve basis, and only at such time as is identified on the official meeting agenda for public comment.

IV. CHAIRMAN'S REPORT

A. Patel

- A. Mission Moment
- B. Committee Appointments - 10
- C. Board Matrix 2023

V. ACTION ITEMS

- A. Nomination and Election of Board Members - 11
- B. Authorize staff to enter into a contract with City of Tampa Fiscal Year 23-24 - 18
- C. Approval of Hillsborough Infant & Toddler Initiative (HITI) Fiscal Year 2023-2024 Request for Proposal (RFP) vendor contract - 20
- D. Approval of allocation of funds to contract with Roebuck Technologies for Information Technology Managed Services - 22

VI. COMMITTEE REPORTS

- A. Executive Committee - 24 S. Robinson
- B. Governance Committee - 25 S. Holmquist
Johnson
- C. Finance Committee - 26 L. Bowers
- D. Service Delivery and Efficiency Committee - 27 A. Jae
- E. Development Committee - 28 S. Robinson
- F. Legislative Committee - 29 A. Giery

VII. FINANCIAL REPORT

G. Meyer

- A. FY 2023 Financials through June 30, 2023 Budget to Actual - 30

VIII. CEO REPORT

F. Hicks

A. \$305 Million Dollar ARPA Update - 33

B. Survey to Providers

C. CEO Evaluation

D. RFP Status Update

IX. Discussion

A. Patel

A. Committee and Board of Directors Meeting Times

X. ANNOUNCEMENT

A. Patel

A. Next, Board of Directors Meeting is scheduled for October 16, 2023 -
35

XI. ADJOURNMENT

A. Patel



Monday, June 26, 2023, at 3:00 pm
6302 E. Martin Luther King Jr. Blvd., Suite 100
Tampa, FL 33619

MEETING ATTENDANCE

Facilitator: Dr. Shawn Robinson, Vice Chair

Board Members Present:

Lee Bowers*, Dr. Daphne Fudge*, Dr. Stephe Holmquist Johnson*, Kelley Parris*, Commissioner Gwen Myers*, Dr. Shawn Robinson, Michelle Zieziula*, Amanda Jae, Dr. Jodi Marshall*, Stacie Ward*, Melissa Raburn, Dr. Jacquelyn Jenkins*, Tracye Brown*, Carl Harness*, Dr. Larissa Baia, Cynthia Chipp, and Beth Pasek

Board Members Absent:

Adam Giery, Dr. Lise Fox, Allison Nguyen and Aakash Patel

ELCHC Staff:

Dr. Fred Hicks, Kelley Minney*, Kiyana Scott*, Alison Fraga*, Gary Meyer*, Rick Rampersad, Stacey Francois*, Abigail Perez*, Nancy Will, Stacey Francois*, Casie Haines*, and Sabrina Ruiz

Other Attendees:

Frazier Carraway, Willie R. Coachman, Dr. Daira Avila, Derek Zitko, Willeshia Coachman, Lori Stegmeyer, Angela Chowing, and Dr. Daira Avila Barakat

**Indicates attendance via Zoom meeting platform.*

CALL TO ORDER

Quorum Verification

Noting a quorum had been established, Vice Chair Dr. Robinson called the meeting to order at 3:00 pm.

CHAIRMAN'S REPORT

A. Mission Moment

Vice Chair Dr. Robinson skipped the mission moment due to time constraints.

B. Committee Appointments

Vice Chair Dr. Robinson asked Michelle Zieziula if she would like to join the Finance Committee. Board Member Zieziula agreed. Vice Chair Dr. Robinson appointed Michelle Zieziula onto the Finance Committee.

Board Members Dr. Larissa Baia and Cynthia Chipp were appointed to the Service Delivery & Efficiency Committee.

Board Members Michelle Zieziula and Commissioner Gwen Myers stepped down from the Legislative Affairs Committee. Board Member Melissa Raburn was appointed to the Legislative Affairs Committee as was Derek Zitko.



Dr. Daphne Fudge was appointed to the Provider Review Hearing Committee.

Vice Chair Dr. Robinson reviewed the committee changes and confirmed the appointments.

C. Board Contact Information Form

Vice Chair Dr. Robinson shared that Board Member contact list would be sent out and to please have it filled out and sent back to Executive Assistant, Nancy Will.

CONSENT AGENDA

The following items were included under the Consent Agenda:

- A. June 26, 2023 Board of Directors Annual Meeting Agenda
- B. April 17, 2023 Board of Directors Regular Meeting Minutes

Beth Pasek made a motion to approve the Consent Agenda. Cynthia Chip made a second. The motion carried unanimously.

PUBLIC COMMENT I

There was no Public Comment I.

ACTION ITEMS

A. Approval of FY 2023-2024 Executive Committee/Board of Directors Meeting Schedule

Vice Chair Dr. Robinson opened the floor for discussion on the proposed meeting schedules. Dr. Stephie Holmquist Johnson asked if the calendar had been verified to not interfere with the school schedule. It was confirmed that the dates were checked for any conflict with the holiday and school schedule.

Beth Pasek made the motion to approve the FY 2023-2024 Executive Committee/Board of Directors meeting schedule. Cynthia Chipp made the second. The motion carried unanimously.

B. Nomination and Election of Board Officers and Board of Directors Membership

Dr. Stephie Holmquist Johnson, Chair of the Governance Committee brought forth the FY 2023-2024 slate of officers as presented in the meeting agenda packet for a motion to approve.

Vice Chair Dr. Robinson asked for any nominations from the floor with no nominations and no discussion on the slate.

| Name of Officer | Officer Position |
|-------------------------------|---------------------------------|
| Aakash Patel | Chair (Gubernational appointed) |
| Dr. Shawn Robinson | Vice-Chair |
| Dr. Stephie Holmquist Johnson | Secretary |
| Michelle Zieziula | Treasurer |

Vice Chair Dr. Shawn Robinson called for a motion move that the slate be accepted. Dr. Stephie Holmquist Johnson made a motion. Beth Pasek made a second. The motion carried unanimously.

Dr. Stephie Holmquist Johnson reported at the last Governance Committee meeting, the Committee recommended the following for Board Membership:

- Derek Zitko
- Dr. Daria Avila Barakat

Vice Chair Dr. Shawn Robinson called for a motion to approve the recommendation of new board members as presented. Dr. Stephie Holmquist Johnson made a motion. Dr. Larisa Baia made a second. The motion carried unanimously.

C. Approval of the proposed FY 2023-2024 Budget

Gary Meyer, Chief Financial Officer presented the proposed FY 2023-2024 budget. Mr. Meyer highlighted the following:

- Budget is based on the coalition's 3 pillars: access, quality, and equity.
- School Readiness is \$77 million dollars
- FY24 Quality budget of \$8 million dollars is up from 2 years ago amount of \$5 million dollars
- VPK is \$38 million dollars.
- Total budget of \$123 million dollars.

Kelly Parris and Tracey Brown abstained from the vote. Lee Bowers made a motion to approve. Dr. Stephie Holmquist Johnson made a second. The motion carried.

D. Approval of allocation of funds to the School Board of Hillsborough County Early Intervention & Evaluation Services

Dr. Fred Hicks, CEO ELCHC stated that the allocation of funds in the amount of \$245,000 would be used to evaluate School Readiness children and provide a pathway for Individualized Education Plans.

Beth Pasek made a motion to approve the allocation of funds to the School Board of Hillsborough County Early Intervention & Evaluation Services. Amanda Jae made a second. The motion carried unanimously.

E. Approval of allocation of funds for INCENTIVE\$ Program

Dr. Fred Hicks reported that the INCENTIVE\$ program for \$275,000 provided teachers with education-based salary supplements to continue their education.

Cynthia Chipp made a motion to approve the allocation of funds for INCENTIVE\$ Program for \$275,000. Amanda Jae made a second. The motion carried unanimously.

F. Approval of the FY 2023-2024 Anti-Fraud Plan

Dr. Fred Hicks shared the anti-fraud plan agrees with the Division of Early Learning.

Amanda Jae made a motion. Beth Pasek made a second. The motion carried unanimously.

G. Approval of Sliding Fee Scale for Fiscal year 2023-2024

Dr. Fred Hicks shared that the sliding fee scale is a breakdown of the incomes to determine the eligibility of families that we can assist with services.

Beth Pasek made a motion to approve the sliding fee scale for FY 2023-2024. Amanda Jae made a second. The motion carried unanimously.

H. Approval of the allocation of fund to contract with Roebuck Technologies for Information Technology Managed Services

Dr. Fred Hicks welcomed representatives from Roebuck Technologies, Doug Coleman and Susan Chambers.

Amanda Jae made a motion to approve the allocation of funds to contract with Roebuck Technologies for Information Technology Managed Services. Cynthia Chipp made a second. The motion carried unanimously.

Amanda Jae made a motion to reconsider the discussion of Roebuck Technologies due to technical error for Zoom participants. Kelly Parris made a second. The motion carried unanimously.

The Board of Directors discussed the short timeline for this RFP of 2 weeks. There was discussion of not having had a full 14 business days to gather RFP's. Board of Directors members also discussed the wait on sending out the RFP's when a contract is already on an extension.

Gary Meyer, C.F.O., spoke in response to the guidelines of RFP set forth by the Division of Early Learning. Roebuck Technology spoke to extending the coalition's contract.

Lee Bowers made a motion to extend the current contract with Roebuck Technologies through August 31, 2023. Amanda Jae made a second. The motion carried unanimously.

I. Approval of the allocation of funds to WebAuthor.com LLC

Dr. Hicks, shared that the Finance Committee did not see this allocation as it was not completed before the last Finance Committee meeting.

The Board of Directors asked this allocation to be removed from the agenda and taken back to the Finance Committee and that any sole source documentation for any future RFP be included in the packet for review.

Vice Chair Dr. Shawn Robinson entertained a motion to accept the committee appointments as discussed earlier in the Chair's Report.

Dr. Stephe Holmquist Johnson made the motion to accept the committee appointments as discussed earlier in the Chair's Report. Amanda Jae made a second. The motion carried unanimously.

COMMITTEE REPORTS

A. Governance

Dr. Stephe Holmquist Johnson, Committee Chair, stated the Governance Committee met on May 22, 2023, to review and discuss the following items:

- Board of Directors Membership Applications
- Board Matrix
- Recommendation of Board Officers FY 2023-2024 Slate
- Updated Organizational Chart
- ELCHC Board Committees
- ELCHC CEO Evaluation Review & DEL Executive Director Evaluation Review & Salary Table
- Bylaws-Meeting without a quorum for informative purposes only

B. SERVICE DELIVERY & EFFICIENCY

Amanda Jae, Chair of the Service Delivery & Efficiency Committee, shared they met on June 8, 2023 to review and discuss the following items:

- Updated Staff Contacts-Introduction of New Directors
- ARPA World Class Workforce Updates
- VPK and SR 2023-2024 Enrollment numbers
- Update on the success of Director CoP events
- Provider Spotlight! Yvonne Pierre, from Here We Grow Learning Center
- Upcoming Events for Providers and/or Families

C. DEVELOPMENT

Dr. Shawn Robinson, Chair of the Development Committee, shared that the Committee met on June 21, 2023 to review and discuss the following items:

- Resource Development Department Updates
- Education of Young Children Summit

D. EXECUTIVE

Vice Chair Dr. Shawn Robinson skipped this update in the absence of Chair Aakash Patel.

E. Finance

Lee Bowers, Chair of the Finance Committee shared the Committee met on June 5, 2023 to review and discuss the Fiscal Year 2024 budget presented by Gary Meyer, Chief Financial Officer and a positive fiscal monitoring report.

FINANCE REPORT

Gary Meyer, Chief Financial Officer shared enrollment went from 12,000 children plus to over 13,000 children being served in the May time frame using all the funding available. Mr. Meyer also shared that recently he was made aware of an additional \$3.8 million dollars SR funding to fully fund the Coalition through June 30th.

CEO REPORT

Dr. Fred Hicks provided a brief update on state activities and highlighted the following but first opened the floor to Board Member Cynthia Chipp to give an update on the Florida Child Home Association.

Board Member Cynthia Chipp shared some information about funding from Florida Family Child Home Association coming from National accreditation. Accreditation is \$945.00/person and involves more than just paying the individual fee but classes that must be completed for the Gold Seal Accreditation. Mrs. Chipp stated that currently, there are approximately 200 and the coalition has contracts with many of these providers. There was discussion on the Gold Seal Accreditation. The current goal is to see 20 providers receive Gold Seal Accreditation.

Dr. Fred Hicks provided a brief update on the following items:

A. Summer Boost Update

Dr. Hicks shared the funds for the Summer Boost were vetoed at the last minute however, there were many highlights of learning about legislative process.

B. Legislative Focus

Dr. Hicks mentioned Mr. Meyer just shared we have received our portion of the \$77 million dollars as presented in the agenda packet. We have an additional \$3.8 million dollars. Dr. Hicks stated he is encouraging over-enrollment to exhaust our dollars with a goal of 14,000 children served.

C. VPK Scores PM3

Dr. Hicks explained the scoring levels from PM1, PM2 and PM3.

D. Children’s Summit 2023 Update

Dr. Hicks shared we will be aligned with the Florida Chamber of Commerce 2030 blueprint to ensure every child is ready for kindergarten by 2030.

The Board of Directors discussed the summer slide and the need to continue the early education of the children the coalition serves. It was discussed to have the focus of a summer program way before summer of 2024 with grants and other sources of funding.

ADJOURNMENT

Citing the time, Vice Chair Dr. Shawn Robinson made a motion to adjourn the meeting at 4:46 pm.

Read and approved by: _____

Dr. Stephie Holmquist Johnson, Secretary

Date

Approved 2023-2024 ELMC BOARD COMMITTEES

| | | |
|---|---|--|
| <p style="text-align: center;"><u>Executive Committee</u> <i>Standing</i></p> <p>Aakash Patel, Board Chair Dr. Shawn Robinson, Vice-Chair Dr. Stephe Holmquist Johnson, Secretary Michelle Zieziula, Treasurer Amanda Jae, Chair of SD&E Committee Lee Bowers, Chair of Finance Committee</p> <p style="text-align: center;"><u>Staff Liaisons:</u> Dr. Hicks</p> | <p style="text-align: center;"><u>Finance Committee</u> <i>Standing</i></p> <p>Lee Bowers, Chair Vice Chair Dr. Jacquelyn Jenkins Michelle Zieziula Allison Nguyen</p> <p style="text-align: center;"><u>Staff Liaisons:</u> Dr. Hicks Gary Meyer</p> | <p style="text-align: center;"><u>Governance Committee</u> <i>Standing</i></p> <p>Dr. Stephe Holmquist Johnson, Chair Dr. Daphne Fudge, Vice Chair Aakash Patel Adam Giery Dr. Jodi Marshall</p> <p style="text-align: center;"><u>Staff Liaisons:</u> Dr. Hicks Nancy Will</p> |
| <p style="text-align: center;"><u>Service Delivery and Efficiency Committee</u> <i>Standing</i></p> <p>Amanda Jae, Chair Dr. Daphne Fudge, Vice Chair Dr. Lise Fox Beth Pasek Commissioner Gwen Myers Dr. Larissa Baia Cynthia Chipp</p> <p style="text-align: center;"><u>Staff Liaisons:</u> Dr. Hicks Stacey Francois</p> | <p style="text-align: center;"><u>Legislative Affairs Committee</u> <i>Special</i></p> <p>Adam Giery, Chair Open, Vice Chair Tracye Brown Melissa Raburn Derek Zitko</p> <p style="text-align: center;"><u>Staff Liaison:</u> Dr. Hicks Alison Fraga</p> | <p style="text-align: center;"><u>Provider Review Hearing Committee</u></p> <p>Dr. Jacquelyn Jenkins, Chair Beth Pasek, Vice Chair Amanda Jae Dr. Shawn Robinson Allison Nguyen Cynthia Chipp Dr. Daphne Fudge</p> <p style="text-align: center;"><u>Staff Liaisons:</u> Dr. Hicks Stacey Francois</p> |
| <p style="text-align: center;"><u>Development Committee</u> <i>Special</i></p> <p>Dr. Shawn Robinson, Chair Diane Jacob, Vice Chair Lee Bowers Dr. Jodi Marshall Dr. Stephe Holmquist Johnson Derek Zitko</p> <p style="text-align: center;"><u>Staff Liaison:</u> Alison Fraga Abby Perez</p> | <p>Note: Standing Committees must maintain at least 5 members.</p> | |

ELCHC BOARD OF DIRECTORS MEETING

August 21, 2023

ACTION

ITEM V.A.

ISSUE: Nomination and Election of Board Members
RECOMMENDED ACTION: Approve the recommendation for Board membership by the Governance Committee to serve on the ELCHC Board of Directors

NARRATIVE:

As is stated in the Bylaws:

Governance Committee: The Governance Committee has the responsibility of recommending action items to the full Board that relate to: Board By-Laws, Board policies, Board meeting procedures and protocols, Board member nominations, Board officer nominations, Board leadership structure, the Chief Executive Officer evaluation process-each early learning coalition shall complete an annual evaluation of the early learning coalition's executive director or chief executive office on forms adopted by DEL, and Chief Executive Officer communication with Board and Florida Department of Education Division of Early Learning (DEL). Membership shall consist of board members appointed by the Board Chair.

The Governance Committee met on July 31, 2023, and voted unanimously to recommend Mr. Gino Casanova to serve on the Early Learning Coalition of Hillsborough County Board of Directors.

(2 Attachments)



Please type or print clearly

PERSONAL INFORMATION

Casanova

Gino

Last Name

First Name

Middle

DOB: mm/dd/yyyy

Employer/Affiliation **Shumaker Advisors**

Title **Chief of Staff**

Street Address

City/State/Zip Code

Phone

Mobile

Fax

Email Address:

Are you a parent? Y N If yes, ages of Children **6 and 2**

Is your employer a private, for-profit enterprise, a community based non-profit organization

Other (please specify):

COMMUNITY/CIVIC INVOLVEMENT

Please list up to five community, civic, professional, business, and other organizations of which you are or have been a member.

| Organization Name | Dates of Membership | Position(s) Held |
|-----------------------------------|---------------------|-------------------------|
| Greater Tampa Chamber of Commerce | 2013-Present | Policy Committee Member |
| Bay Area Bridge Builders | 2022-Present | |
| Connections Job Development | 2008-2015 | Finance Chair |
| Big Brothers Big Sisters | 2008-2012 | |

STATEMENT OF INTEREST (Use additional pages or cover letter if needed)

What is your educational background?

Yale University - BA, Political Science - 2006

University of South Florida, MBA, 2020

What experience do you have working with young children and families?

As a father of two young children, working with kids has become more and more important to me. In previous jobs, I had the opportunity to lead our Community Involvement team, which included working to provide affordable healthcare options and healthy food options to children and families. I also served as a Big Brother for Big Brothers/Big Sisters.

How would the ELCHC benefit from your involvement on the Board?

I've served on boards throughout most of my life and can lend the perspective of someone with kids in the age-range of those served by the ELC. I have also been the Finance Chair of boards which has helped me hone skills in helping to keep organizations prudent with funding. At work, I create and maintain annual budgets, so I have a lot of experience in dispersing dollars. I also worked in the FL Legislature, so I understand the weight and importance of making the most of State or Federal dollars.

Do you, a relative of yours, or your business affiliation, now or within the prior 2 years, have or had direct or indirect ownership of more than 5% of the total assets or income from the Division of Early Learning (DEL), Department of Children & Families (DCF), Department of Education (DOE), an Early Learning Coalition (ELC), a District School's Pre-K program, or an ELC's fiscal agent, service provider, contractor, or subcontractor? (Florida Rules 6M-9.110 Requirements & Criteria for Early Learning Coalitions).

No Yes If yes, please explain:

On which committees would you be interested in serving?

- Governance
- Finance
- Legislative Affairs
- Service Delivery & Efficiency
- Provider Review Hearing
- Development

Please list three (3) references:

| Name | Phone Number | Email | Professional/Personal |
|------------|--------------|------------|-----------------------|
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] |

Federal and State law requires this Coalition to reflect representation of the local community by race, gender, ethnicity, and other characteristics.

| | | | |
|---|--|--|---|
| Gender Identity: | <input checked="" type="checkbox"/> Male | Race/Ethnicity: | <input type="checkbox"/> Native American, American Indian, or Alaska Native |
| | <input type="checkbox"/> Female | | <input type="checkbox"/> Asian or Asian American |
| | <input type="checkbox"/> Transgender | | <input type="checkbox"/> Black or African American |
| | <input type="checkbox"/> Non- binary | | <input type="checkbox"/> Native Hawaiian or Other Pacific Islander |
| | <input type="checkbox"/> Does not disclose | | <input type="checkbox"/> White or Caucasian |
| | | | <input checked="" type="checkbox"/> Hispanic, Latino or Spanish |
| | | | <input type="checkbox"/> Other |
| | | | <input type="checkbox"/> Unknown |
| Age Range: | <input type="checkbox"/> 18-24 | <input type="checkbox"/> 25-35 | |
| | <input checked="" type="checkbox"/> 35-44 | <input type="checkbox"/> 45-54 | |
| | <input type="checkbox"/> 55-64 | <input type="checkbox"/> 65 or Above | |
| | <input type="checkbox"/> Does not disclose | | |
| Are you a person living with a disability? | <input type="checkbox"/> Yes | <input type="checkbox"/> Does not disclose | |
| | <input checked="" type="checkbox"/> No | | |
| Have you ever served or now serve in active duty in any of the U.S. Armed Forces? | <input type="checkbox"/> Yes | <input type="checkbox"/> Does not disclose | |
| | <input checked="" type="checkbox"/> No | | |

COMMITMENT AND OPERATIONAL STATEMENTS

Time Commitment: Serving on the Early Learning Coalition of Hillsborough County will require a commitment of time including regular coalition meetings, committee involvement, reading and becoming educated about many aspects of early childhood development and school readiness.

Employment: The school readiness legislation states that nominated members must be from the private sector, and neither they nor their families may earn an income from the early education or child care industry.

Conflict of Interest: Conflict of interest may occur when an item is presented for a vote that will directly affect you, your employer, or another organization you are involved with. Conflict of interest rules generally require you to disclose the conflict and abstain from discussion or voting on the matter.

Government in the Sunshine: The Early Learning Coalition of Hillsborough County is a legislatively mandated group and will operate following the rules and guidelines of "Government in the Sunshine".

My signature below confirms my understanding of these requirements and my agreement for application for membership to the Early Learning Coalition of Hillsborough County.

Gino Casanova

Digitally signed by: Gino Casanova
DN: CN = Gino Casanova email = gino.casanova@gmail.com C = AD
Date: 2023.06.13 10:19:14 -04'00'

6/13/23

Applicant Signature

Date

Application forms may be completed in full and submitted to:

Nancy Will, Executive Assistant
Early Learning Coalition of Hillsborough County
6302 E. Dr. Martin Luther King Jr. Blvd., Ste 100
Tampa, FL 33619
Email: nwill@elchc.org
Website: www.elchc.org
Telephone: (813) 515-2340 ext. 170

Gino Casanova

239.826.9863 | Wesley Chapel, FL | gino.casanova@gmail.com | linkedin.com/in/ginocasanova

CORE COMPETENCIES

- Operational Management
- Business Development
- Strategic Planning
- Community Relations
- Government Affairs
- Public Relations
- External Affairs
- Due Diligence
- SOPs
- Team Building & Management
- Revenue Growth
- Budget Management
- Negotiations
- Talent Development
- Procurement

PROFESSIONAL WORK EXPERIENCE

SHUMAKER ADVISORS

Chief of Staff

2022 – Present

- Oversees and drives the work of the Shumaker Advisors team consisting of 20+ team members/staff
- Serves as a consultant and thought partner to the Chief Executive Office
- Strategically delegates authority, empowering team members to do their jobs well, while increasing the lines of communication, productivity, and revenue.
- Manages staff and the day to day administrative work of the team
- Creates and executes strategies for increase in revenue, talent acquisition, client development, and firm growth

COPYPRESS

Vice President, Business Development

2020 – 2022

- Managed the sales team overseeing 2 direct reports and an outsource lead generation 3rd party organization, leading in the development and implementation of strategies for business development, sales, and new client acquisition
- Developed strategic infrastructure for short and long-term operational plans, creating procedures for business development, including running a sales team, managing third-party vendors, and hiring and training new sales staff
- Established and implemented innovative sales and business development processes for a \$15M business, turning leads into sales
- Maintained all management duties remotely during the COVID global pandemic, continuing to problem solve and grow business to ensure company success

ADVENTHEALTH

Director, Non-Acute Service Line Development

2018 – 2019

- Oversaw 3 people collaborating with various other departments, building new outpatient service lines into the hospital, ensuring the placement of appropriate talent needed to manage new processes
- Constructed infrastructure for new lines of business, including legal, financial, and operational aspects through advance care, determining if it should be in house or outsourced, vetting the possible partners to ensure success, and implementing strategic operations, making sure the team achieved their goals for the \$20M projected revenue
- Prepared business plans for new outpatient service lines, resulting in initializing 3 outpatient imaging centers, 2 ambulatory surgery centers, and 5 mixed-use operational retail centers, including locating properties, vetting partners, hiring staff to run the operations, and setting up operational systems (SOPs)
- Planned for expansion of new business ventures, developing short and long-term strategic and operational plans, and recruiting and hiring needed team leads and doctors
- Negotiated the acquisition of a \$4M Mobile Mammography business, overseeing the due diligence process to integrate into the system, expanding current outpatient imaging services

Director, Administrative and Governmental Affairs

2014 – 2019

- Directly responsible for a staff of 10, managing administrative services, office management, and operational activities of Government Affairs
- Selected by the CEO to serve as interim head of departments, including leading the Divisional Fundraising Foundation Team, propelling fundraising, and increasing contributions by \$500K compared to the previous year
- Responsible for managing all office personnel, including directors, managers, coordinators, and administrative assistants, vetting the onboarding process to ensuring successful hires
- Developed and maintained an annual divisional budget of \$5M, ensuring the following efficient cost-saving procedures
- Constructed strategic patronage opportunities, directing \$10M+ annually into the community through sponsorships and community benefits, realizing the organizational charitable mission goals, and increasing brand awareness
- Created infrastructure for expanded divisional leadership with the CEO, developing new departments, consolidating responsibilities, and establishing the governing leadership team for the West Florida Division
- Supervised 3 expansions of the division office, brokering and negotiating office space lease deals and new construction, successfully tripling divisional employment size
- Led in External Affairs endeavors, developing and strengthening strategic relationships with influential business members, members of the civic community, and elected officials, elevating the capital of the brand exponentially and raising company stature within the community
- Continued to serve as a lobbyist, maintaining legislative relationships to advocate on behalf of the hospital system

Regional Manager, Governmental Affairs

2012 – 2014

- Established a political strategy to defeat specific harmful recurring legislation, ending 6 years of a negative financial impact on the organization, and successfully lobbying to pass bills with positive effects
- Implemented a corporate effort for political fundraising, generating \$100K annually to fund company PAC, and solidifying the organization within the political arena
- Solicited \$4M+ of state funds from the Florida State Budget, utilizing the money to finance various hospital ongoing projects
- Expedited hospital advancement, utilizing government contracts for building, construction, permitting, and traffic projects

THE FLORIDA LEGISLATURE

Legislative Aide, Office of State Senator Mike Fasano, District 11

2006 – 2012

- Served as liaison between the Senator and the finance committee staff, helping to balance the \$75B Florida State Budget concerning Criminal Justice, Transportation, and Economic Development
- Researched, created, drafted, tracked, and presented legislation, helping to pass 100+ bills to become Florida law
- Managed all of the constituent services, resulting in the re-election of the Senator with an overwhelming 80%+ of the vote each term

EDUCATION

YALE UNIVERSITY
Bachelor of Arts in Political Science

THE UNIVERSITY OF SOUTH FLORIDA
Master of Business Administration (MBA)

ELCHC BOARD OF DIRECTORS

August 21, 2023

ACTION

ITEM V.B.

ISSUE: Authorize staff to enter into a contract with City of Tampa Fiscal Year 23-24

FISCAL IMPACT: Revenue contract in the amount of \$124,756

FUNDING SOURCE: City of Tampa Community Development Block Grant- Public Service

RECOMMENDED ACTION: Authorize staff to enter into a contract with City of Tampa in the amount of \$124,756 for direct childcare slot funding.

NARRATIVE: The Early Learning Coalition of Hillsborough County (ELCHC) applies for City of Tampa CDBG-Public Services funding for the SR150+ Initiative also known as SR Match Program to expand the provision of School Readiness services for low-income families at or below 200% of the Federal Poverty Level or 85% of the State Median Income and living within the City of Tampa. This funding serves children from birth up to age 12 and requires a match, which has been met by the Division of Early Learning.

Product and Services: The Early Learning Coalition of Hillsborough County is seeking authorization to enter into a contract with the City of Tampa for CDBG-Public Services funding. The ELCHC received the award notification from City of Tampa on July 21, 2023, and pending approval of the grant agreement by the City Council, and the successful negotiation of an award agreement, the contract term will begin October 1, 2023, and end on September 30, 2024.

Brief History: The ELCHC applies for City of Tampa CDBG-Public Services funding on an annual basis through an application process. Over the past couple of years, including FY 19-20, the City of Tampa has awarded the ELCHC with funding for direct childcare slots.

Purpose: The Early Learning Coalition of Hillsborough County (ELCHC) was awarded \$124,2756 from the City of Tampa to provide financial assistance to eligible families to help with the cost of childcare. This assistance is aimed at providing access to affordable, high-quality childcare and education, which will help parents continue to work or attend training programs. This, in turn, will enable them to achieve financial stability, while also ensuring that their young children are well-prepared for school in the future. SR150+ Initiative also known as the School Readiness match program, which is funded by federal and state resources, can potentially match contributions from local governments, charitable foundations, and/or private businesses to provide childcare services to participating families who are at or below 200% of the Federal Poverty level or 85% of the State Median Income.

Contract Performance: The ELCHC has received clean audits from this funder.

Outcome: So far in FY 22-23, the ELCHC has served 157 unduplicated children.

Budget Impact: This is a revenue contract in the amount of \$124,756.

ELCHC BOARD OF DIRECTORS MEETING

August 21, 2023

ACTION

ITEM V.C.

ISSUE: Approval of Hillsborough Infant & Toddler Initiative (HITI) Fiscal Year 2023-2024 Request for Proposal (RFP) vendor contract.

FISCAL IMPACT: Not to exceed \$130,000.

FUNDING SOURCE: Florida Department of Education, Division of Early Learning, School Readiness Quality funds.

RECOMMENDED ACTION: Approval of Early Learning Coalition of Hillsborough County vendor contract with Discount School Supply for the Hillsborough Infant & Toddler Initiative for FY 2023-2024.

NARRATIVE: The Early Learning Coalition of Hillsborough County contracts yearly with a vendor to be the supplier of infant and toddler materials for the Hillsborough Infant & Toddler Initiative (HITI).

Product and Services: The Early Learning Coalition of Hillsborough County is seeking approval to enter into a contract with the vendor selected, Discount School Supply, for classroom enhancements in the 2023-2024 fiscal year. The purchase of infant and toddler materials for this contract is not to exceed \$130,000. The contract benefits include a 20% discount on all eligible items, free delivery, and support staff to facilitate the placement of orders, product substitutions and back-ordered items.

Brief History: Early Learning Coalitions are required to offer programming targeted for children birth to 3. The Early Learning Coalition of Hillsborough County meets this requirement through the Hillsborough Infant and Toddler Initiative (HITI).

Purpose: HITI seeks to increase families' access to quality infant toddler care by encouraging participating providers to open new spaces for children birth to 3 and/or improve the environments in existing classrooms. The ELCHC contract with the vendor will provide the means to obtain the materials, furnishings, and equipment to facilitate the environmental improvements in the most cost-effective manner.

Contract Performance: Check-in of all deliveries will be conducted to guarantee that items ordered have been satisfactorily received at each participating program before invoices are approved for payment. Any damaged items are replaced at no charge to the ELCHC or removed from the invoice if the item is no longer available.

Outcome: On July 11, 2023, a Request for Proposal (RFP) was posted to the ELCHC's new RFP webpage as well as My Florida Marketplace bid system. The RFP closed 15 days later, July 26, 2023, at 12:00 PM EST. A team of four, using the matrix included in the posted RFP, reviewed a total of four submissions with one submission disqualified as being not fully responsive to the RFP requirements. Discount Office Supply scored the highest with 17.5 out of a possible 20.0.

Below is a breakdown of all combined scores:

| | |
|------------------------|---|
| Discount School Supply | 17.5 |
| Kaplan | 14.1 |
| Lakeshore | 11.5 |
| Nerdbugs | Disqualified as not fully responsive to the RFP requirements. |

Discount School Supply scored highest on the RFP and has consistently offered the highest discount (20%) on all eligible products, free shipping/freight, and customer service support to provide substitutions for out-of-stock items and delivery dates for back-ordered items.

Budget Impact: We are currently requesting approval to contract with Discount School Supply for \$130,000 as the supplier of materials to support the Hillsborough Infant & Toddler Initiative for FY 2023-2024.

ELCHC BOARD OF DIRECTORS

August 21, 2023

ACTION

ITEM V.D.

| | |
|----------------------------|--|
| ISSUE: | Approval of allocation of funds to contract with Roebuck Technologies for Information Technology Managed Services |
| FISCAL IMPACT: | \$225,000 |
| FUNDING SOURCE: | Florida Department of Education, Division of Early Learning School Readiness and Voluntary Pre-Kindergarten |
| RECOMMENDED ACTION: | Approval of allocation of funds to Roebuck Technologies for Managed Services not to exceed \$225,000 |

NARRATIVE:

Product or Service: The Early Learning Coalition of Hillsborough County (ELCHC) currently contracts out all of their Information Technology (IT) services as there are no ELCHC IT Help Desk employees.

Brief History: Roebuck Technologies has been engaged as consultants with the ELCHC IT Team since 2019. In 2021, the decision was made to outsource all Help Desk services, and Roebuck was selected to be the partner.

Purpose: The Managed Services Provider team provides support for all IT services including Help Desk, desktop support, server/network infrastructure, software patching, and problem resolution. In addition, they assist with all technical projects and escalated items.

Contract Performance: The annually renewable three-year contract has guidelines for data services and security. (The winning bidder is also the incumbent, who has met or exceeded the guidelines for data services and security.)

Outcome: Service Level Agreements and Key Performance Indicators are measured to ensure that goals are being met.

Budget Impact: This is an annual contract in the amount of \$225,000, and funding is included in the FY24 approved budget for these services, funded from Florida Department of Education, Division of Early Learning School Readiness and Voluntary Pre-Kindergarten funds.

RFP Posting Details (31 business days):

7/5/2023 - RFP was posted to website and Florida Marketplace

8/16/2023 – Posting closed at 5pm

RFP Responses: 12 responses were received, but one was disqualified as it failed to respond to the RFP requirements. The 11 remaining responses were scored by the team using the matrix that was included in the RFP.

RFP scoring methodology:

Each vendor could score up to 5 points. The scores were totaled across the four scorers to come up with a total score with a maximum score of 20 points.

RFP Total Scores with a maximum of 20 points:

| | |
|----------------------------------|---|
| Roebuck Technologies: | 16.3 |
| iVenture Solutions: | 15.8 |
| Zypha Corporation: | 14.3 |
| Wingu Technology: | 13.4 |
| DOF Creations: | 13.1 |
| Metnology: | 12.1 |
| OneConnectionIT: | 9.2 |
| Diagnostic Technical Support: | 9.2 |
| Jun Cyber | 8.5 |
| Tech Mountain: | 7.6 |
| Tech Solutions Managed Services: | 5.5 |
| Rexus Group: | Disqualified as submission was non-responsive |

ELCHC BOARD OF DIRECTORS MEETING
August 21, 2023

COMMITTEE REPORTS

VI.A.

ISSUE: **Executive Committee Report**

NARRATIVE:

The Executive Committee met on August 14, 2023, to review and discuss the following items:

- August 21, 2023, Draft Board of Directors Annual Meeting Agenda

- Committee Reports
 - Governance Committee
 - Finance Committee
 - Service Delivery & Efficiency Committee
 - Development Committee

- CEO Report

ELCHC BOARD OF DIRECTORS MEETING
August 21, 2023

COMMITTEE REPORTS

VI.B.

ISSUE: **Governance Committee Report**

NARRATIVE:

The Governance Committee met on July 31, 2023, to review and discuss the following:

- Board of Directors Membership Application, Mr. Casanova (as presented)
- Board Matrix
- CEO Report
- The next Governance Committee meeting is scheduled for September 25, 2023.

ELCHC BOARD OF DIRECTORS MEETING
August 21, 2023

COMMITTEE REPORTS

VI.C.

ISSUE: **Finance Committee Report**

NARRATIVE:

The Finance Committee was scheduled to meet on August 7, 2023, to review and discuss the following:

- Financial Report, Budget to Actual ending June 30, 2023, however quorum was not established, and the meeting was canceled.
- The next Finance Committee meeting is scheduled for October 2, 2023.

ELCHC BOARD OF DIRECTORS MEETING
August 21, 2023

COMMITTEE REPORTS

VI.D.

ISSUE: **Service Delivery & Efficiency Committee Report**

NARRATIVE:

The Service Delivery & Efficiency Committee met on July 20, 2023, to review and discuss the following:

- Provider Spotlight!
- Upcoming Events for Providers and/or Families
- CEO Report
- The next Service Delivery & Efficiency Committee meeting is scheduled for September 14, 2023.

ELCHC BOARD OF DIRECTORS MEETING

August 21, 2023

COMMITTEE REPORTS

ITEM VI.E.

ISSUE: Development Committee

Narrative: The Development Committee met on August 16, 2023, to review and discuss the following item:

- Resource Development Department Updates
- Education of Young Children Summit

ELCHC BOARD OF DIRECTORS MEETING
August 21, 2023

COMMITTEE REPORTS

VI.F.

ISSUE: Legislative Committee Report

NARRATIVE:

The Legislative Committee has a meeting scheduled, to review and discuss the following:

- ELCHC presence at the next session of the FL Legislature
- Travel and Stay for the next Session of the FL Legislature

ELCHC BOARD OF DIRECTORS MEETING – August 14, 2023

FINANCIAL REPORT

ITEM VII.A.

ISSUE: Financial Report

NARRATIVE:

Attached are the FY 2023 Financials through June 30, 2023, Budget to Actual.

Gary Meyer, Chief Financial Officer, will report.

(1 Attachment)



EARLY LEARNING

COALITION OF HILLSBOROUGH COUNTY

Budget to Actual (Preliminary - First Close)
June 30, 2023

| | YTD | YTD | Difference | | FY 22-23 | FY 22-23 | Difference | |
|---|-------------------|-------------------|---------------------------------|--------------|-------------------|-------------------|---------------------------------|-------------|
| | Actual | Revised Budget | YTD favorable /(unfavorable) | % | Forecast | Original Budget | YTD favorable /(unfavorable) | % |
| Program Revenue | | | | | | | | |
| School Readiness | 79,761,137 | 80,183,718 | (422,581) | -0.5% | 79,761,137 | 74,225,380 | 5,535,757 | 7.5% |
| School Readiness Match - DEL | 1,303,749 | 1,412,593 | (108,844) | -7.7% | 1,303,749 | 1,319,509 | (15,760) | -1.2% |
| School Readiness - Local Funders: | | | | | | | | |
| Children's Board HC | 700,762 | 700,770 | (8) | 0.0% | 700,762 | 700,770 | (8) | 0.0% |
| HC Community Development, incl. ALICE>150 | 8,789 | 8,789 | - | 100.0% | 8,789 | - | 8,789 | 100.0% |
| Hillsborough County BOCC | 276,000 | 276,000 | - | 0.0% | 276,000 | 276,000 | - | 0.0% |
| HC Childcare -Licensing & Fees | 499,483 | 500,000 | (517) | -0.1% | 499,483 | 500,000 | (517) | -0.1% |
| Metro Ministries (Children's Board) | 44,032 | 75,000 | (30,968) | -41.3% | 44,032 | 75,000 | (30,968) | -41.3% |
| City of Tampa | 221,152 | 100,000 | 121,152 | 121.2% | 221,152 | 100,000 | 121,152 | 121.2% |
| United Way | - | - | - | - | - | 121,339 | (121,339) | -100.0% |
| United Way (Quality Initiative) | 38,507 | 50,000 | (11,493) | -23.0% | 38,507 | 50,000 | (11,493) | -23.0% |
| Caspers | 25,537 | 50,000 | (24,463) | 100.0% | 25,537 | 50,000 | (24,463) | -48.9% |
| School Readiness - Local Funders | 1,814,261 | 1,760,559 | 53,702 | 3.1% | 1,814,262 | 1,873,109 | (58,847) | -3.1% |
| Total School Readiness Revenue | 82,879,147 | 83,356,870 | (477,723) | -0.6% | 82,879,147 | 77,417,998 | 5,461,149 | 7.1% |

| | | | | | | | | |
|---|-------------------|-------------------|------------------|--------------|-------------------|-------------------|------------------|-------------|
| Other Local Funders: | | | | | | | | |
| Conn Foundation | 48,180 | 58,000 | (9,820) | -16.9% | 48,180 | 58,000 | (9,820) | -16.9% |
| Spurlino Foundation | 50,000 | 50,000 | - | 100.0% | 50,000 | 60,000 | (10,000) | -16.7% |
| SR Program Income | 61,442 | 20,000 | 41,442 | 207.2% | 61,442 | 20,000 | 41,442 | 207.2% |
| HELN (Hillsborough Early Learning Network) | 9,315 | 37,000 | (27,685) | 0.0% | 9,315 | 37,000 | (27,685) | -74.8% |
| ELFL (Early Learning Florida) | 31,410 | 100,000 | (68,590) | -68.6% | 31,410 | 100,000 | (68,590) | -68.6% |
| Lastinger Project | 200,000 | 200,000 | - | 0.0% | 200,000 | 212,000 | (12,000) | -5.7% |
| Misc. Donations | 181,979 | 300,000 | (118,021) | -39.3% | 181,979 | 300,000 | (118,021) | -39.3% |
| Other Local Funders | 582,327 | 765,000 | (182,673) | -23.9% | 582,327 | 787,000 | (204,673) | -26.0% |
| Total School Readiness Revenue and Local Revenue | 83,461,474 | 84,121,870 | (660,396) | -0.8% | 83,461,474 | 78,204,997 | 5,256,477 | 6.7% |

| | | | | | | | | |
|--|-------------------|-------------------|------------------|--------------|-------------------|-------------------|------------------|-------------|
| Program Expenses | | | | | | | | |
| School Readiness | | | | | | | | |
| Direct Services | 65,824,775 | 65,599,660 | (225,115) | -0.3% | 65,824,775 | 60,145,057 | 5,679,718 | 9.4% |
| School Readiness Match - DEL | 1,303,749 | 1,412,593 | 108,844 | 7.7% | 1,303,749 | 1,319,509 | (15,760) | -1.2% |
| School Readiness - Local Funders | 1,792,292 | 1,848,621 | 56,329 | 0.0% | 1,792,292 | 1,800,609 | (8,317) | -0.5% |
| General Contributions and Gifts | 582,327 | 582,327 | - | 0.0% | 582,327 | 452,305 | 130,022 | 28.7% |
| Total Direct Services | 69,503,143 | 69,443,201 | (59,941) | -0.1% | 69,503,143 | 63,717,480 | 5,785,663 | 9.1% |
| Personnel | 10,151,268 | 9,522,740 | (628,528) | -6.6% | 10,151,268 | 9,488,743 | 662,525 | 7.0% |
| Staff Development | 43,929 | 86,403 | 42,474 | 49.2% | 43,929 | 103,518 | (59,590) | -57.6% |
| Professional Services | 850,448 | 678,692 | (171,756) | -25.3% | 850,448 | 528,692 | 321,756 | 60.9% |
| Occupancy | 753,453 | 760,166 | 6,713 | 0.9% | 753,453 | 538,905 | 214,549 | 39.8% |
| Postage, Freight and Delivery | 59,247 | 6,366 | (52,881) | -830.7% | 59,247 | 4,777 | 54,469 | 1140.2% |
| Rentals | 7,788 | 2,226 | (5,562) | -249.8% | 7,788 | 15,748 | (7,960) | -50.5% |
| Supplies | 111,519 | 122,418 | 10,899 | 8.9% | 111,519 | 63,982 | 47,537 | 74.3% |
| Communications | 26,834 | 14,248 | (12,586) | -88.3% | 26,834 | 35,501 | (8,667) | -24.4% |
| Insurance | 85,878 | 94,108 | 8,230 | 8.7% | 85,878 | 51,211 | 34,667 | 67.7% |
| Tangible Personal Property | 98,139 | 137,302 | 39,163 | 28.5% | 98,139 | 105,906 | (7,766) | -7.3% |
| Quality | 883,764 | 1,556,322 | 672,558 | 43.2% | 883,764 | 1,346,035 | (462,271) | -34.3% |
| Travel | 49,358 | 63,733 | 14,375 | 22.6% | 49,358 | 67,606 | (18,248) | -27.0% |
| Other Operating | 187,480 | 158,226 | (29,255) | -18.5% | 187,480 | 486,674 | (299,194) | -61.5% |
| Other Operating Expenses | 3,157,837 | 3,680,210 | 522,373 | 14.2% | 3,157,837 | 3,348,556 | (190,719) | -5.7% |
| ELCHC Operating | 13,309,105 | 13,165,450 | 143,655 | 1.1% | 13,309,105 | 12,837,299 | 471,806 | 3.7% |
| CCL/ECC | 784,348 | 1,253,633 | (469,286) | -37.4% | 784,348 | 1,192,383 | (408,035) | -34.2% |
| Inclusion Cost | 183,750 | 183,750 | - | 0.0% | 183,750 | 245,000 | (61,250) | -25.0% |
| Scholarships and Other | 136,828 | 75,835 | 60,993 | 80.4% | 136,828 | 212,835 | (76,007) | -35.7% |
| Total School Readiness & Other Expenses | 83,917,174 | 84,121,870 | (324,578) | -0.4% | 83,917,174 | 78,204,997 | 5,712,177 | 7.3% |

| | | | | | | | | |
|--------------------------------|------------------|----------|----------------|--|------------------|----------|------------------|--|
| SR Change in Net Assets | (455,701) | - | 455,701 | | (455,701) | - | (455,701) | |
|--------------------------------|------------------|----------|----------------|--|------------------|----------|------------------|--|

| GOALS | | | | | | | | |
|---|-------|-------|-------|--------|-------|-------|-------|--------|
| < 5.00 % School Readiness - Admin | 4.8% | 4.2% | 0.6% | 14.1% | 4.8% | 4.2% | 0.6% | 13.3% |
| > 4.00 % School Readiness - Quality | 7.7% | 8.6% | -0.9% | -10.5% | 7.7% | 9.1% | -1.4% | -15.2% |
| < 22.00 % School Readiness - Non-Direct | 18.8% | 19.6% | -0.7% | -3.8% | 18.8% | 19.0% | -0.2% | -1.0% |
| > 78.00 % School Readiness - Direct | 81.2% | 80.4% | 0.7% | 0.9% | 81.2% | 81.0% | 0.2% | 0.2% |

| | | | | | | | | |
|----------------------------|-------------------|-------------------|--------------------|---------------|-------------------|-------------------|--------------------|---------------|
| VPK Revenue | | | | | | | | |
| Voluntary Pre-Kindergarten | 34,438,091 | 39,883,202 | (5,445,110) | -13.7% | 34,438,091 | 41,560,023 | (7,121,932) | -17.1% |
| Total VPK Revenue | 34,438,091 | 39,883,202 | (5,445,110) | -13.7% | 34,438,091 | 41,560,023 | (7,121,932) | -17.1% |
| Voluntary Pre-Kindergarten | | | | | | | | |
| Direct Services | 33,273,941 | 38,014,621 | 4,740,680 | 12.5% | 33,273,941 | 39,897,622 | (6,623,681) | -16.6% |
| Personnel | 706,785 | 1,310,485 | 603,700 | 46.1% | 706,785 | 1,017,628 | (310,843) | -30.5% |
| Staff Development | 3,016 | 14,347 | 11,331 | 79.0% | 3,016 | 16,005 | (12,990) | -81.2% |
| Professional Services | 139,487 | 80,820 | (58,666) | -72.6% | 139,487 | 115,858 | 23,629 | 20.4% |
| Occupancy | 73,010 | 76,968 | 3,957 | 5.1% | 73,010 | 61,095 | 11,915 | 19.5% |



EARLY LEARNING

COALITION OF HILLSBOROUGH COUNTY

Budget to Actual (Preliminary - First Close)
June 30, 2023

| | YTD | YTD | Difference | | FY 22-23 | FY 22-23 | Difference | |
|---|--------------------|--------------------|---------------------------------|---------------|--------------------|--------------------|---------------------------------|---------------|
| | Actual | Revised Budget | YTD favorable /(unfavorable) | % | Forecast | Original Budget | YTD favorable /(unfavorable) | % |
| Postage, Freight and Delivery | 8,591 | 519 | (8,072) | -1555.1% | 8,591 | 523 | 8,068 | 1543.5% |
| Rentals | 2,001 | 274 | (1,728) | -631.0% | 2,001 | 3,752 | (1,751) | -46.7% |
| Supplies | 46,552 | 64,762 | 18,210 | 28.1% | 46,552 | 5,118 | 41,433 | 809.5% |
| Communications | 6,017 | 1,752 | (4,264) | -243.4% | 6,017 | 4,082 | 1,935 | 47.4% |
| Insurance | 15,042 | 11,851 | (3,191) | -26.9% | 15,042 | 5,944 | 9,098 | 153.1% |
| Tangible Personal Property | 157,253 | 272,950 | 115,696 | 42.4% | 157,253 | 13,693 | 143,560 | 1048.4% |
| Quality | 1,522 | 7,965 | 6,443 | 80.9% | 1,522 | 5,689 | (4,167) | -73.2% |
| Travel | 11,660 | 6,463 | (5,197) | -80.4% | 11,660 | 2,594 | 9,066 | 349.5% |
| Other Operating | 29,644 | 19,426 | (10,218) | -52.6% | 29,644 | 10,977 | 18,667 | 170.1% |
| Other Operating Expenses | 493,794 | 558,096 | 64,302 | 11.5% | 493,794 | 245,330 | 248,465 | 101.3% |
| ELCHC Operating | 1,200,579 | 1,868,581 | 668,001 | 35.7% | 1,200,579 | 1,662,401 | (461,822) | -27.8% |
| Total Voluntary Pre-Kindergarten | 34,474,520 | 39,883,202 | 6,817,365 | 17.1% | 34,474,520 | 41,560,023 | (7,085,503) | -17% |
| VPK Change in Net Assets | (36,429) | - | 36,429 | - | (36,429) | - | (36,429) | 0.0% |
| GOALS | | | | | | | | |
| < 4.00 % VPK - Admin | 2.7% | 3.2% | -0.4% | -13.2% | 2.7% | 3.3% | -0.6% | -16.9% |
| American Rescue Plan Act (ARPA) | | | | | | | | |
| ARPA | 108,360,673 | 93,785,603 | 14,575,070 | 15.5% | 108,360,673 | 80,753,518 | 27,607,155 | 34.2% |
| Total ARPA Revenue | 108,360,673 | 93,785,603 | 14,575,070 | 15.5% | 108,360,673 | 80,753,518 | 27,607,155 | 34.2% |
| ARPA | | | | | | | | |
| Direct Services | 107,935,802 | 93,785,603 | (14,150,199) | -15.1% | 107,935,802 | 79,490,561 | 28,445,241 | 35.8% |
| ELCHC Operating | 424,871 | - | (424,871) | -100.0% | 424,871 | 1,262,957 | (838,086) | 100.0% |
| Total ARPA | 108,360,673 | 93,785,603 | (15,442,708) | -16.5% | 108,360,673 | 80,753,518 | 27,607,155 | 34.2% |
| ARPA Change in Net Assets | - | - | - | - | - | - | - | - |
| CRSSA - ROAFS - OUTREACH | | | | | | | | |
| ROAFS - OUTREACH | 584,547 | 572,311 | 12,236 | 2.1% | 584,547 | 355,000 | 229,547 | 64.7% |
| Total CRSSA - ROAFS - OUTREACH Revenue | 584,547 | 572,311 | 12,236 | 2.1% | 584,547 | 355,000 | 229,547 | 64.7% |
| Direct Services | - | - | - | - | - | - | - | - |
| ELCHC Operating | 584,547 | 572,311 | (12,236) | -2.1% | 584,547 | 355,000 | 229,547 | 64.7% |
| Total CRSSA - ROAFS - OUTREACH | 584,547 | 572,311 | (12,236) | -2.1% | 584,547 | 355,000 | 229,547 | 64.7% |
| CRSSA - ROAFS - OUTREACH | - | - | - | - | - | - | - | - |
| CRSSA / ARPA - Workforce | | | | | | | | |
| CRSSA ADMIN | 156,997 | - | 156,997 | - | 156,997 | - | 156,997 | 100.0% |
| Workforce | 9,434,957 | 8,842,276 | 592,681 | 6.7% | 9,434,957 | 1,863,452 | 7,571,505 | 406.3% |
| Total Workforce Revenue | 9,591,954 | 8,842,276 | 749,678 | 8.5% | 9,591,954 | 1,863,452 | 7,728,502 | 414.7% |
| Workforce | | | | | | | | |
| Direct Services | 7,215,633 | 8,842,276 | 1,626,643 | 18.4% | 7,215,633 | 600,495 | 6,615,138 | 1101.6% |
| ELCHC Operating | 2,376,322 | - | (2,376,322) | -100.0% | 2,376,322 | 1,262,957 | 1,113,364 | 88% |
| Total Workforce | 9,591,954 | 8,842,276 | (749,678) | -8.5% | 9,591,954 | 1,863,452 | 7,728,502 | 414.7% |
| Workforce Change in Net Assets | - | - | - | - | - | - | - | - |
| Preschool Development Grant (PDG) Revenues | | | | | | | | |
| PDG Revenues | 294,295 | 386,460 | (92,165) | -23.8% | 294,295 | - | 294,295 | 100.0% |
| Total PDG Revenue | 294,295 | 386,460 | (92,165) | -23.8% | 294,295 | - | 294,295 | 100.0% |
| Preschool Development Grant (PDG) Expenses | | | | | | | | |
| Direct Services | - | - | - | - | - | - | - | - |
| ELCHC Operating | 294,295 | 386,460 | 92,165 | 23.8% | 294,295 | - | 294,295 | 100.0% |
| Total PDG Expenses | 294,295 | 386,460 | 92,165 | 23.8% | 294,295 | - | 294,295 | - |
| PDG Change in Net Assets | - | - | - | - | - | - | - | - |
| Total Revenue | 236,731,034 | 227,591,722 | 9,139,312 | 4.0% | 236,731,034 | 202,736,990 | 33,994,044 | 16.8% |
| Total Expenses | 237,223,164 | 227,591,722 | 9,631,442 | 4.2% | 237,223,164 | 202,736,990 | 34,486,174 | 17.0% |
| Change in Net Assets | (492,130) | - | (492,130) | 100.0% | (492,130) | - | (492,130) | - |

ELCHC BOARD OF DIRECTORS MEETING
August 21, 2023

CEO REPORT

VIII.

ISSUE: CEO Report

NARRATIVE:

Dr. Fred Hicks, CEO will report on the following items:

- \$305 Million Dollars in ARAP Funds Update
- Survey to Providers
- CEO Evaluation
- RFP Status Update

(1 attachment)



ARPA Early Learning Discretionary Grant Program

Authority: Section 53, 2023-239, Laws of Florida

Grant funds may be used for the following purposes:

- Increasing/building the supply of childcare
- Training, professional learning activities, and workforce initiatives
- Local initiatives/pilot projects to improve kindergarten readiness
- Community outreach and family engagement
- Mental health supports
- Equipment, supplies, classroom/childcare materials
- Curriculum
- Business administration computer software
- School readiness learning computer software

FY 2023-2024 MEETING SCHEDULE

EXECUTIVE COMMITTEE MEETING SCHEDULE

Monday, August 14, 2023

Monday, October 09, 2023

Monday, February 12, 2023

Monday, April 08, 2024

Monday, June 10, 2024

All meetings of the Early Learning Coalition of Hillsborough County Executive Committee are held at **3:00 pm** until the conclusion of business at 6302 Martin Luther King Jr. Blvd. Bldg. 100, Suite 100, Tampa, FL 33619 unless otherwise publicly noticed and/or noted above.

BOARD OF DIRECTORS MEETING SCHEDULE

Monday, August 21, 2023

Monday, October 16, 2023

Monday, February 19, 2024

Monday, April 15, 2024

Monday, June 24, 2024 (Annual Board Meeting)

All meetings of the Early Learning Coalition of Hillsborough County Board of Directors are held at **3:00 pm** until the conclusion of business at 6302 Martin Luther King Jr. Blvd. Bldg. 100, Suite 100, Tampa, FL 33619 unless otherwise publicly noticed and/or noted above.

PLEASE NOTE: This meeting schedule is posted on the ELCHC website located at <http://www.elchc.org>. Changes to any dates, times and locations of these meetings will be posted at all times. Members of the public may confirm by phone by calling (813) 515-2340.





FY 2023-2024 MEETING SCHEDULE

FINANCE COMMITTEE MEETING SCHEDULE

~~Monday, August 07, 2023~~ **CANCELED**

Monday, October 02, 2023

Monday, February 05, 2024

Monday, March 27, 2024

Monday, June 03, 2024 (Committee meeting Combined with Budget Meeting)

All meetings of the Early Learning Coalition of Hillsborough County Finance Committee are held at **3:00 pm** until the conclusion of business at 6302 Martin Luther King Jr. Blvd. Bldg. 100, Suite 100, Tampa, FL 33619 unless otherwise publicly noticed and/or noted above.

PLEASE NOTE: *This meeting schedule is posted on the ELCHC website located at www.elchc.org Changes to any dates, times and locations of these meetings will be posted at all times. Members of the public may confirm by phone by calling (813) 515-2340.*





FY 2023-2024 MEETING SCHEDULE

GOVERNANCE COMMITTEE MEETING SCHEDULE

Monday, July 31, 2023

Monday, September 25, 2023

Monday, January 29, 2024

Monday, March 25, 2024

Monday, May 20, 2024

All meetings of the Early Learning Coalition of Hillsborough County Governance Committee are held at **3:00 pm** until the conclusion of business at 6302 Martin Luther King Jr. Blvd. Bldg. 100, Suite 100, Tampa, FL 33619 unless otherwise publicly noticed and/or noted above.

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FY 2023-2024 MEETING SCHEDULE

SERVICE DELIVERY & EFFICIENCY COMMITTEE MEETING SCHEDULE

Thursday, July 20, 2023

Thursday, September 14, 2023

Thursday, February 1, 2024

Thursday, April 4, 2024

Thursday, June 06, 2024

All meetings of the Early Learning Coalition of Hillsborough County Service Delivery & Efficiency Committee are held at **3:00 pm** until the conclusion of business at 6302 Martin Luther King Jr. Blvd. Bldg. 100, Suite 100, Tampa, FL 33619 unless otherwise publicly noticed and/or noted above.

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FY 2023 MEETING SCHEDULE

DEVELOPMENT COMMITTEE MEETING SCHEDULE

Wednesday, July 19, 2023

Wednesday, August 16, 2023

Wednesday, September 6, 2023

All meetings of the Early Learning Coalition of Hillsborough County Development Committee are held at **3:00 pm** until the conclusion of business at 6302 Martin Luther King Jr. Blvd. Bldg. 100, Suite 100, Tampa, FL 33619 unless otherwise publicly noticed and/or noted above.

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