



ELCHC Governance Committee Meeting Agenda Packet

Monday, January 29, 2024 at 3:00 pm

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

<https://us06web.zoom.us/j/88045361032?pwd=RDRRUzdLUjBuWmZQL1RuTFIrZWJnQT09>

Meeting ID: 880 4536 1032

Passcode: 369453



ELCHC Governance Committee Meeting Agenda Packet

January 29, 2024

I. CALL TO ORDER

A. Roll call/Quorum Verification

Dr. Stephe
Holmquist,
Chair

II. PUBLIC COMMENT

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.

Dr. Holmquist

III. ACTION ITEMS

A. Approval of September 25, 2023 Meeting Minutes - 3

Dr. Holmquist

IV. DISCUSSION ITEMS

A. Review of Elected Provider Representative to the ELCHC Board of Directors Results (Private & Faith- Based) - 7

Dr. Holmquist

V. CEO REPORT

A. CEO Evaluation

B. Hillsborough Day 2024 Recap

Dr. Fred Hicks

VI. ANNOUNCEMENT

A. Next, meeting of the ELCHC Governance Committee is on March 25, 2024 - 12

Dr. Holmquist

VII. ADJOURNMENT

Dr. Holmquist

Monday, September 25, 2023, at 3:00 pm
Hybrid Meeting
6302 E. Martin Luther King Jr. Blvd., Suite 100
Tampa, FL 33619

MEETING ATTENDANCE

Facilitator: Dr. Stephie Holmquist Johnson, Chair

Committee Members Present:

Dr. Daphne Fudge*, Dr. Stephie Holmquist Johnson*, Adam Giery*, Aakash Patel* and Dr. Jodi Marshall*

BOARD MEMBERS PRESENT:

None.

Committee Members Absent:

None.

ELCHC Staff:

Abigail Perez*, Nancy Will, Dr. Frederick Hicks, Dennis Hebert, Clarence Thompkins*, Abigail Perez*, Kiyana Scott*, Kelley Minney*, and Gary Meyer*

Other Attendees:

Tonia Williams*, Frazier Carraway, and Genet Stewart*

**Indicates attendance via Zoom meeting platform.*

CALL TO ORDER

Quorum Verification

Noting a quorum had been established, Chair Holmquist Johnson called the meeting to order at 3:04 pm.

PUBLIC COMMENT

There was no public comment.

ACTION ITEMS

A. Approval of July 31, 2023, Meeting Minutes

A motion to approve was made by Aakash Patel. A second was made by Adam Giery. The motion carried unanimously.

B. Recommendation for Reappointment of Adam Giery to the Board of Directors

Dr. Daphne Fudge made a motion to reappoint Adam Giery to the Board of Directors. Dr. Jodi Marshall seconded the motion. The motion carried unanimously.

DISCUSSION ITEMS

A. Board of Directors, Private Sector Business-Open Seat

The committee discussed having a window of opportunity for new board members annually in Q3 allowing time for current board members to get to know the candidates. The committee also discussed having new board members orientated between their nomination and their first board meeting. Board attorney Frazier Carraway noted that the by-laws as they stand do not restrain the board from making changes to the process of bringing in new board members. Chair Holmquist Johnson stated that she would be bringing this new process up for discussion at the next executive committee meeting in 2024.

The committee also discussed attendance policy for board members. Dr. Holmquist Johnson shared that she would also bring up for discussion the current board attendance policy at the next executive committee meeting in 2024.

B. CEO Evaluation Results

Dr. Stephanie Holmquist Johnson deferred to Early Learning Coalition of Hillsborough County (ELCHC) CEO, Dr. Frederick Hicks.

Dr. Hicks reported that most of the coalitions throughout the state use only one form for their CEO evaluation, either their own created specifically for their county or the one by the state.

The committee discussed using only one evaluation form and that board counsel could create a summary of the results and distribute them to the entire board of directors. It was also suggested that comments made on the CEO evaluation be kept secret along with scoring that each board member would give the CEO. The committee also discussed having specific metrics to measure the success and opportunities of the CEO which would speak to the percentage of salary increase.

Chair of the Board of Directors, Aakash Patel suggested Dr. Hicks reach out to board members who did not fill out the CEO evaluation.

Dr. Holmquist Johnson stated that this discussion should be continued at the next executive committee meeting.

C. Provider Representation on the Board of Directors

Dr. Stephanie Holmquist Johnson deferred to Early Learning Coalition of Hillsborough County (ELCHC) CEO, Dr. Frederick Hicks. Dr. Hicks gave the floor to Mrs. Alison Fraga, Chief Development Officer.

Mrs. Fraga explained the process of provider election. Mrs. Fraga reported that Kiyana Scott, Marketing and Resource Development Manager and Kelley Minney, Manager of Donor Relations created and were overseeing the timeline included in the agenda packet for the meeting. The winner is voted by popular vote and the results would then first be presented to the Governance Committee and taken to the full board for ratification. Mrs. Fraga expressed full confidence in the voting process and explained that the website platform used today is much better than previous years.

The committee discussed extending current provider representatives' terms to meet the annual Board of Directors meeting so that all new members of the board come all at once as discussed earlier in the meeting. Board attorney, Frazier Carraway explained that these seats are state mandated however, extending their seat terms can be done.

The question was posed what would happen in the event of tie. Kelley Minney explained that a new timeline would be created, and another election would need to occur.

The question was also posed if all providers have access to the website. Mrs. Fraga responded that the ELCHC office is open for providers to come to use the computers at any time during normal business hours, and the voting window was open for several weeks giving every opportunity for a provider wanting to participate in the election to do so. Mrs. Fraga also shared with the committee that the website can convert into several different languages for those providers who feel more comfortable in casting their vote in a language other than English.

Dr. Holmquist Johnson stated that further discussion would need to take place at the next executive committee meeting.

Dr. Hicks shared that he met with forty-five providers the evening prior and their feelings are that additional provider representation is needed.

Chair of the Board of Directors Aakash Patel stated that this topic needed to be added to the agenda for the Board of Directors retreat in the spring.

CEO REPORT

Dr. Frederick Hicks reported that in the interest of time he would quickly walk through this report.

He reported on the following:

A. \$305 Million Dollar American Rescue Plan Act (ARPA) Update

Dr. Hicks reported that the portion of the \$315 million dollars (approved for coalitions in the state of Florida) for the ELCHC is estimated between \$28-\$33 million dollars.

B. Survey to Providers

Dr. Hicks shared the survey needs to be consolidated to review the final outcome of what providers are needing assistance with that ARPA dollars can cover.

C. CEO Evolution (DEL form)

Dr. Hicks stated this was already discussed earlier in the meeting.

D. Legislative Coordination (Tampa Chamber of Commerce & HCPS)

Dr. Hicks shared with the committee that he was planning on attending Hillsborough Day in January as well as Children's Week in February.

ANNOUNCEMENT

Dr. Stephe Holmquist Johnson announced the next meeting of the ELCHC Governance Committee is on January 29, 2024

ADJOURNMENT

Citing no further business, Dr. Daphne Fudge made a motion to adjourn the meeting at 4:08 pm. Chair of the Board of Directors, Aakash Patel made a second. The motion carried unanimously.

Read and approved by: _____

Dr. Stephe Holmquist Johnson, Secretary

Date

DRAFT

ELCHC GOVERNANCE COMMITTEE MEETING – January 29, 2024

DISCUSSION

ITEM IV.A.

ISSUE: Elected Provider Representative to the ELCHC Board of Directors Results (Private & Faith-Based)

Narrative:

The election results of the private-for-profit childcare provider and faith-based is attached. The new private-for-profit childcare provider representative is Annette Eberhart and faith-based provider representative is Amanda Jae. The results of the election will be ratified at the February 26, 2024, Board of Directors meeting.

(4-attachments)

Faith Based Providers As of 12.5.2023 at 3:00pm

Name of Provider	Number of Votes
Denise Finnerty	5
Amanda Jae	45
Sharon Miller	40
Isabela Schlabach	30

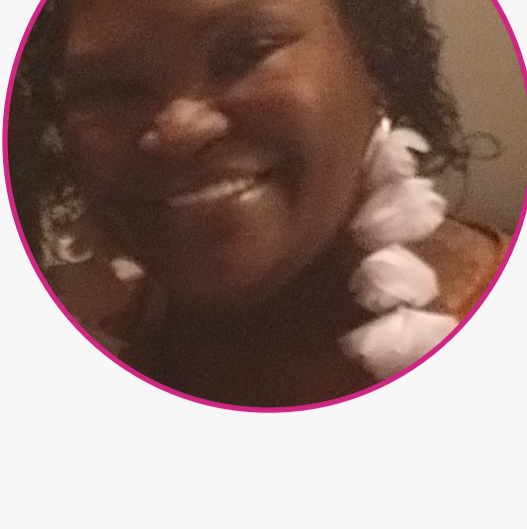
Private for Profit Providers As of 12.5.2023 at 3:00pm

Name of Provider	Number of Votes
Cynthia Brown	9
Marie Hammond	36
Elma Taghizadeh	13
Rubina Tariq	14
Annette Eberhart	37

CHILD CARE PROVIDER REPRESENTATIVE VOTING PROCESS

Welcome to the Childcare Provider Nomination Process for the Board of Directors!

- All
- Faith-based
- Private



Cynthia Brown

Brown, Cynthia E. Db a Palm River Early Child Development Family Child Care | Owner | Private

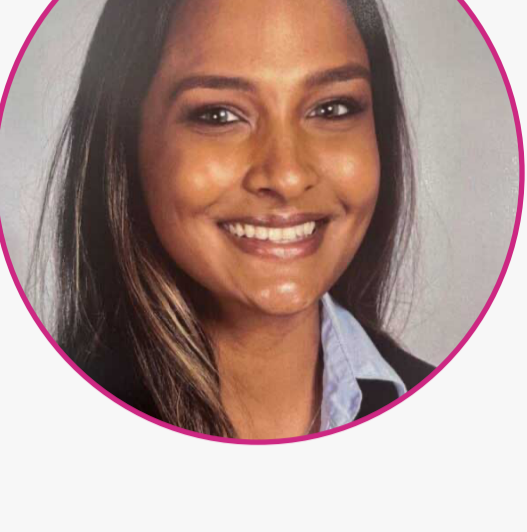
I'm a very active and always used my skills to help people and encourage them and also used strategic-thinking professional with more than 15 years' experience in employment services in the non-profit and higher education sectors. Highly skilled at relationship building with clients and across organizations and teams; exceptional writing, presenting, and interpersonal communication skills. Adept at assessing needs, generating options, and implementing solutions in collaboration with clients and stakeholders. Well-versed in all phases of recruitment and hiring, including defining job roles, assessing needed skills and qualifications, and evaluating candidates. Experienced at managing projects from the requirements gathering/need identification phase through to completion.

Denise Finnerty

Bridges Preschool at WELC | Director | Faith-based

I carry quality skills, a few being, strategic thinking. I am able to review my strategies to identify possible vulnerabilities, such as a potential takeover, availability of large cash balances and under-performing divisions. I am able to hold effective commutations, take constructive criticism, and become a team player in decision making.

Over the past two year I have help organize functions for Wesley United Methodist Church and helped with events for their Children's Ministry. I am an active Board Member with Bridges Preschool as Director. Over the past 10 years I have helped organize functions for Non-Denominational churches across Tampa Bay and Trinidad & Tobago.



Marie Hammond

Shining Stars Preschool Academy Inc. | Director/Owner | Private

My name is Marie Hammond. I am the Owner and Director of Shining Stars Preschool Academy, Inc. in Brandon. We have been licensed to provide for children ages one to twelve years old for 28 years and accredited for 18 of those years. We average 30-50% School Readiness students and 2-4 VPK classes each year. I received my Bachelor of Science Degree in Educational Studies and Leadership with a concentration in Early Education in 2017 and look forward to beginning a Master of Science in Early Education program next month.

Early Education is my passion, therefore I always have a lot of ideas and input in regard to the different programs that surround early educators. I am involved day to day with all aspects of operating a quality learning environment. I would love an opportunity to connect with and communicate on behalf of our early educator community here in Hillsborough County by serving on the Coalition Board.

As a hands-on Owner and Director of a preschool for the past 28 years, I have much experience with School Readiness and VPK programs as well as the Child Care Food Program, Incentives, TEACH, Child Care Licensing and CLASS Assessments. I am familiar with all programs used for Early Education administration and yet still know what it is like to step into the classroom.

Amanda Jae

PCM Day School | Day School Director | Faith-based

As a Childcare Facility Director since 2016 and Faith-Based Provider Representative since 2020, I feel I have exhibited the following professional skills in the Tampa Community: positive and constructive communication, time management, budget development, decision making while under pressure and community building. I also feel that the insight brought by being a director in the field has been invaluable to the decision making when it comes to the needs and goals of providers in Hillsborough County.

Since joining the board of directors in 2020, I continue to have a passion for working with young children and their families! I graduated from the University of Florida (Go Gators!) with a Bachelors of Arts Degree and graduated from the University of South Florida (Go Bulls!) with a Masters of Arts in Teaching Degree. I worked for seven years in Hillsborough County Public Schools teaching Pre-K and First Grade students at Cork Elementary in Plant City as well as the charter school Trinity School for Children in Seminole Heights. My family and I are members at Palma Ceia Methodist Church and I accepted my current position as the church's Day School Director in June of 2016. The church and school are located in South Tampa and I live in Ballast Point with my spouse and two daughters.

As the current Faith-Based Provider, I not only experienced the changes that came with COVID-19 as a director but I was a voice for providers when it came to ways to support the changing needs of children and early childhood educators of Hillsborough County. As chair of the Service Delivery and Efficiency, we have continued to build the relationship between ELCHC and providers. I am proud of the work of Dr. Hicks and the ELCHC Team when it comes to their devotion, listening and support of early learning providers in both the family home and childcare facility setting. I would welcome the opportunity to continue with the ELCHC Board of Directors as the Faith-Based Representative. My focus would continue to advocate for the needs of children and providers in Hillsborough County and Florida. By meeting and exceeding the needs of our youngest learners, we can create lasting skills that will stay with our students through their lifetime living in our great state of Florida. Thank you!



Sharon Miller

King's Kids Christian Academy of Tampa, Inc. | Executive Director | Faith-based

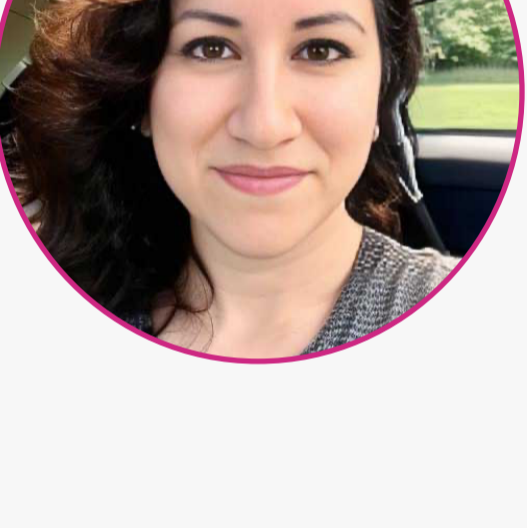
I am a collaborative change agent who has developed a skill set that leaves organizations better off than what I find them. An individual who is able to identify skills sets and resources that will enhance an organizations' existence and perpetuity. A team builder, who is comfortable with taking team members out of their comfort zone. Finally, a leader with a proven track record of increasing a team's leadership development via a collaborative approach.

Elma Taghizadeh

Panda Hugs Academy | Owner/VP | Private

I am honored to step into the spotlight today, not as an educator or advocate from the early childhood education sector, but as a childcare center owner deeply committed to the mission and vision of the Early Learning and Childcare Coalition (ELCHC). I would like to take this opportunity to introduce myself, share my passion for our mission, and articulate my earnest desire to serve on the Coalition Board. My journey in early childhood education began with a simple dream – to provide a nurturing, safe, and enriching environment for young children to learn and grow. This aspiration led me to acquire Panda Hugs Academy and Tanglewood Learning center, a place where countless young minds have taken their first steps towards a lifetime of learning. Over the years, this endeavor has not only been my profession but also my passion.

As the owner and operator of Panda Hugs Academy, I have had the privilege of witnessing the transformative impact that quality early learning and childcare can have on children and families. Each day, I see the joy on the faces of children as they explore, discover, and develop crucial skills that will shape their futures. I witness the relief and confidence that parents gain from knowing their children are in a supportive and stimulating environment. These experiences have solidified my belief in the profound importance of accessible, high-quality early learning and childcare services for all. My involvement in the ELCHC stems from a desire to expand the positive impact of early childhood education beyond the walls of my childcare center. I am deeply committed to ensuring that every child in our community has access to the same opportunities and resources, regardless of their socio-economic background. By serving on the Coalition Board, I believe I can contribute in meaningful ways to the realization of this vision.



Rubina Tariq

Bright Stars Childcare & Early Learning Center LLC | Director/Owner | Private

My name is Rubina Tariq. Currently I am running a Childcare center in Tampa. I have a Masters in educational Leadership and in science. I worked as a principal in one of the K-12 school in Broward County for 21 years. In my educational profession, I Assisted academic counsellor to prepare students for college interviews, dual enrollment and monitor other academic activities. Supervised more than 80 teachers and staff members. Monitored the academic performance of teachers and students. Facilitated the implementation of professional learning communities. Organized, planned, and implemented System Parent Academy. Tracked students' progress and provided individual feedback. Monitored assignment and tests designed to gauge proficiency.

I would like to share and expand on my extensive experience in the field of education by obtaining a position as a board member at Early Learning Coalition of Hillsborough County that will utilize my administrative experience and teaching knowledge to better prepare young students for strong foundation in their early childhood stages.

Isabela Schlabach

Small Blessings Preschool | Director | Faith-based

Financial Expertise: with a background in finance, accounting, or financial management I can provide valuable insights into budgeting, financial planning, and fiscal responsibility.

Strategic Planning: experienced in strategic planning and organizational development can assist in setting long-term goals, defining a clear mission and vision, and ensuring that the organization's strategies align with its mission.

Experience in leadership roles, can provide valuable insights into effective leadership development, and organizational management.

Experience working in the nonprofit sector, can provide valuable insights into the unique challenges and opportunities faced by nonprofit organizations.



Annette Eberhart

Kidds R Us Family Childcare | Owner/Director | Private

My name is Annette Eberhart. I am writing this letter to express my strong desire to be considered for the provider representative board member position in this esteemed organization. Having closely followed the accomplishments and strategic vision of the board, my skills, experience, and passion align perfectly with the goals and values of this organization.

With over ten years of professional experience in early childhood education, I have gained extensive knowledge and expertise in leadership. Throughout my career, I have consistently demonstrated a solid commitment to driving growth, fostering innovation, and making strategic decisions that positively impact organizations. Moreover, my experience working in diverse teams and leading successful projects has equipped me with the necessary skills to collaborate and communicate with fellow board members effectively.

As a board member, I am enthusiastic about contributing my unique perspective and insights to the decision-making process. Strong leadership combined with diverse backgrounds and expertise leads to the most effective governance. My vision for the organization is to foster an environment that encourages creativity, embraces new technologies, and prioritizes sustainable practices. By leveraging my experience and skills, I am confident I can add value to the board and support the organization in achieving its long-term objectives.

I am inspired by the vital work undertaken by this organization, and I am eager to make a meaningful contribution as a board member. My dedication, strategic mindset and commitment to excellence make me a strong candidate for this position. It would be an honor to serve alongside esteemed board members and contribute to the continued success of this organization.

Thank you for considering my application. I look forward to discussing my qualifications further and proving my commitment to the organization.

Voting is now closed.

Voting Period

Voting closed on Tuesday, December 5, 2023, at 3:00 pm EST.

Important Information

Only votes received within the specified dates and times will be counted as cast.



6302 E. Dr. Martin Luther King, Jr., Blvd.
Suite 100 Tampa, FL 33619
(813) 515-2340

Hours of Operation
Mon-Fri: 8:00 AM – 5:00 PM
Sat-Sun: Closed.

Child Care Resource & Referral (CCR&R) services provided by the Early Learning Coalition of Hillsborough County are available to all families residing within Hillsborough County. We are committed to ensuring that every family has access to resources, information, and support to find high-quality child care options that meet their specific needs.

Funding Generously Provided by the Following Funders:



Proudly Celebrating Our Achievements:



Provider Representative Election

NOMINATION Process

1. Seats eligible for nominations are (1) Private for Profit and (1) Faith Based provider representatives.
2. 4 year terms for each seat
3. To be eligible for election, the provider must be in good standing with VPK or School Readiness contract (verified by ELCHC Staff)
4. Nominations opened on Tuesday, October 3rd. All nominations were received electronically through the ELCHC website.
5. 5 private for profit, and 4 faith-based nominations have been received
 - a. With the help of Wingard, a nomination form was created through the ELCHC website.
 - b. Each nomination is coded by an entry ID number and user IP address.
 - c. Communications via Provider notes went out to the provider community on October 3rd and October 9th. One last communication goes out on October 23rd, before nominations close.
 - d. Social media posts on October 4th and October 12th. We will push one last post out on October 19th.
 - e. Nominations close on October 24th at 3:00 p.m.

VOTING

1. Providers eligible for voting are in good standing with VPK and/or SR contracts.
2. Voting opens on November 14th at 3:00 pm and ends on December 5th at 3:00 pm.
 - a. With the help of Wingard, the voting page will be posted on the ELCHC website, and will include nominee's personal statements and headshots
 - b. Communications about voting will be sent to providers via Provider Notes on November 6th, November 20th, and December 4th.
 - c. Required fields to cast vote, name, job title, name childcare site and provider ID number.
 - d. The nominee with the most votes wins for each seat
3. Election results are announced at the Governance Committee meeting on Monday, January 29th
4. Election results ratified by the Board of Directors on Monday, February 26, 2024
5. New Directors will receive orientation before their first official board meeting, which will be on April 15th.



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.

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.*

