



## BOARD OF DIRECTORS MEETING APPROVED MINUTES

Monday, April 15, 2024, at 3:00 pm  
6302 E. Martin Luther King Jr. Blvd., Suite 100  
Tampa, FL 33619

### MEETING ATTENDANCE

Facilitator: Aakash Patel, Chair

#### Board Members Present:

Rebecca Bacon, Dr. Larissa Baia, Amanda Jae, Allison Nguyen, Beth Pasek, Dr. Shawn Robinson, Derek Zitko, Gino Casanova, Tracye Brown\*, Aakash Patel\*, Annettee Eberhart\*, Michelle Zieziula\*,

#### Board Members Absent:

#### ELCHC Staff:

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

#### Other Attendees:

Frazier Carraway, Tina Gill, Dennis Hebert, Dr. Jason Anthony\*, Jessica Heck\*, and Carrie Guise\*

*\*Indicates attendance via Zoom meeting platform.*

### CALL TO ORDER

#### Quorum Verification

Noting a quorum had been established, Chair Patel called the meeting to order at 3:03 pm.

### PUBLIC COMMENT I

No, public comment I.

### CHAIRMAN'S REPORT

#### A. Mission Moment

Dr. Larissa Baia President of Hillsborough Community College shared a piece of artwork made by an early learner as her college campus has an early learning program. Dr. Baia shared that this art piece reminds her daily that the work she does as campus President affects not just the adult students but the children of staff, and children of students and that the importance of early education is setting the tone for lifelong learning.

#### B. Recognition of service to the ELCHC Board of Directors: Dr. Stephie Holmquist

Chair Patel recognized Dr. Stephie Holmquist for her years of service to the ELCHC Board of Directors and the community as Dr. Holmquist submitted her resignation to the board. Chair Patel also opened the floor giving Dr. Holmquist an opportunity to share thoughts on her time on the Board of Directors. Dr. Holmquist shared with the board the enormous privilege it was to work side by side with some of the most passionate champions of early learning. She also shared that she would miss working on the Board but would continue to support the ELCHC in other capacities including serving in a non-director role on the Development Committee.



C. Committee Appointments

Chair Patel recommended Dr. Daira Barakat to the Finance Committee. Dr. Daira Barakat agreed to serve on the Finance Committee. Chair Patel called for a motion to approve Dr. Barakat.

*Dr. Shawn Robinson made a motion to approve Dr. Daira Barakat to the Finance Committee. Beth Pasek made a second. The motion was approved unanimously.*

Chair Patel brought the vacant board seats to the attention of the Board of Directors. Chair Patel encouraged board members to consider who they might know that might be able and willing to serve on the Board of Directors. Chair Patel stated that vacant seats would be discussed further at the Board Retreat.

D. Retreat

Chair Patel opened the floor to Carol Wick, President of Sharity Global who will be facilitating the Board retreat on June 8. Ms. Wick introduced herself and her experience in the early learning space, working with other coalitions throughout the state and elsewhere.

Chair Patel asked all board members in attendance if anyone would not be able to attend the retreat with no board member stating they would not be able to attend.

Chair Patel asked that all board members go onto the website, Nancy Will sent out to order an ELCHC shirt to wear at the board retreat so that a group picture could be taken.

Chair Patel asked for a motion to appoint Dr. Stephe Holmquist to the Development Committee.

*Beth Pasek made a motion to approve Dr. Stephe Holmquist to the Development Committee. Amanda Jae seconded. The motion was approved unanimously.*

Dr. Fred Hicks, CEO of ELCHC, spoke to the work Ms. Liz Kennedy has done to date with the Host Committee and her work in child advocacy for decades. Dr. Hicks recommended that Ms. Kennedy be appointed to the Development Committee.

Chair Patel asked for a motion to approve Ms. Kennedy to the Development Committee.

*Beth Pasek made a motion to approve Ms. Kennedy to the Development Committee. Dr. Shawn Robinson made a second. The motion was approved unanimously.*

Chair Patel congratulated Dr. Holmquist and Ms. Kennedy on their new roles in serving the ELCHC community.

CONSENT AGENDA

The following items were included under the Consent Agenda:

A. April 15, 2024, Board of Directors Meeting Agenda

- B. February 26, 2024, Board of Directors Draft Meeting Minutes
- C. Allocation of funds for summer boost research and evaluation
- D. Allocation of funds for professional mentoring
- E. Allocation of funds for NECPA training
- F. Approval of the City of Tampa Development Grant-Public Service

*Allison Nguyen made a motion to approve the Consent Agenda. Dr. Shawn Robinson made a second. The motion carried unanimously.*

#### ACTION ITEMS

- A. ELCHC Board of Directors-Secretary Seat Vacant  
Chair Patel opened the floor to anyone interested in serving as board secretary now that Dr. Holmquist would no longer be serving on the Board of Directors, leaving this position vacant.

Derek Zitko shared that he would serve as board secretary.

Chair Patel asked for a motion to approve Derek Ziko as the Early Learning Coalition Board of Directors Secretary.

*Beth Pasek made a motion to approve Derek Zitko as the ELCHC Board of Directors Secretary. Dr. Shawn Robinson made a second. The motion was approved unanimously.*

Chair Patel and the Board of Directors congratulated Mr. Zitko.

#### COMMITTEE REPORTS

- A. Executive Committee

Chair Patel reported that the committee met on April 8, 2024, to approve, review and discuss the following:

- Approved the February 19, 2024, Executive Committee Draft Meeting Minutes
- Approved the April 15, 2024, Draft Board of Directors Meeting Agenda
- Committee Reports
  - Governance Committee
  - Finance Committee
  - Service Delivery & Efficiency Committee
  - Development Committee
  - Legislative Committee
  - Provider Review Committee
- CEO Report
  - ARAP Update
  - Legislative Update
  - Children's Summit 2024 Update

- Teacher's Night Out (TNO) 2024
- Provider Visits
- Year to Date Enrollment Report
- Discussion Items
  - Polo and Name Tag
  - Polo for Retreat (Budget)

B. GOVERNANCE COMMITTEE

Dr. Fred Hicks, CEO ELCHC reported that the Governance Committee met on March 25, 2024, to review, and discuss the following:

- Vacant Board of Director Seats
  - 4 Private Sector seats open
  - 2 of the 4 seats are Governor appointed.
- ELCHC Board of Directors Appointments
  - Annette Eberhart appointed to the Provider Review Hearing Committee
- CEO Report
- The next regularly scheduled Governance Committee meeting will be on May 20, 2024.

C. FINANCE COMMITTEE

Michelle Zieziula, reported that the committee met on March 26, 2024, to review, discuss, and approve the following:

- Allocation of funds for summer boost educational board game
- Allocation of funds for intergenerational reading through volunteers
- Draft MSL Audited Financials for the Fiscal Years ended June 30, 2023, and 2022
- Review CEO Report
- Next meeting of the Finance Committee is scheduled for June 3, 2024, at 3:00 pm.

D. SERVICE DELIVERY AND EFFICIENCY COMMITTEE

Amanda Jae, reported that the committee met on April 4, 2024, to review and discuss the following:

- Upcoming Events for Providers and the Community
- Program Initiatives and Education (PIE) Update
- CEO Report
- The next meeting of the Service Delivery & Efficiency Committee is scheduled for June 6, 2024.

#### E. DEVELOPMENT COMMITTEE

Dr. Shawn Robinson reported the committee met on March 25, 2024, to review and discuss the following:

- Education of Young Children Summit
  - Venue
  - The committee discussed and voted to keep the Children's Summit at The Portico.
- The next meeting of the Development Committee will be held on May 6, 2024, at 2:00 pm.

#### F. LEGISLATIVE COMMITTEE

Adam Giery reported that the legislative committee did not meet during the last meeting cycle.

#### G. PROVIDER REVIEW HEARING COMMITTEE

Dr. Jacquelyn Jenkins reported that the committee did not meet as expected at the request of the provider's attorney.

- Dr. Jenkins shared that Precious Pearls vs ELCHC had been postponed with no future date scheduled to date.

### FINANCE REPORT

Gary Meyer, Chief Financial Officer, reported on the budget to actual to date ending February 29, 2024, as presented in the agenda packet. Mr. Meyer highlighted the following:

- 32 different procurements have been completed year-to-date in order to utilize the American Rescue Plan Act funding.
- The ELCHC has asked the Division of Early Learning for more funding with the goal of providing teacher's longevity stipends.
- Mr. Meyer commented on the MSL audit report, which included the implantation of a new accounting pronouncement and the recording of the building lease going through 2028 as a right-to-use asset.
- MSL pointed out a management and general expenditure efficiency ratio which highlights that staff were well utilized in accomplishing the work the coalition does so well.

There was board discussion on the allocation to the lasting educator initiative for teachers.

Dr. Hicks shared that Chair Patel was interviewed about the summer boost initiatives being a win for coalitions statewide. This initiative started with an ask, last legislative session 2023 and this year it was a big win as funds will be distributed statewide which Chair Patel spoke to in his recent interview.

### CEO REPORT

#### A. ARPA Update

Dr. Hicks reported that the Resource Development team has been getting communication out to providers that ARPA funding will end on June 30, 2024. Dr. Hicks also noted that some providers will unfortunately have to close their doors as they find it increasingly difficult to

retain teachers as they compete with higher paying jobs throughout the community. Dr. Hicks highlighted a win for providers with the Board of Directors' approval to give teachers 12 paid holidays throughout the year. Dr. Hicks also shared that there will be a full report on the initiatives that will continue after July 1, 2024.

There was discussion on the effects of ARPA dollars sunseting and whether family childcare home providers were feeling the effects more than larger childcare centers.

Chair Patel shared about a spring break trip where some families were about to attend an aviation camp with many of the families sharing it was their first time on a plane. Chair Patel also shared that families were truly grateful for the experience and education all family members received.

B. Legislative Update

Dr. Hicks shared that there are eight legislative bills that have some component of early education somewhere in the bill. Dr. Hicks also shared the importance of local match dollars to help ensure childcare for families over the SR 150% threshold. Dr. Hicks reported that now it was just a matter of waiting to see which if any were going to be approved by the governor.

C. Children's Summit 2024 Update

Dr. Hicks shared that the Children's Summit date would be September 12, 2024, at The Portico.

D. Teacher's Night Out (TNO)

Dr. Hicks reported that TNO would be on May 4, 2024, with an "Out of this World" theme.

E. Year to Date Enrollment Report

Dr. Hicks reported for the sake of time board members could read through the year-to-date enrollment numbers included in the agenda packet.

## DISCUSSION

Chair Patel opened the floor is any discussion. There was no additional discussion outside of the outlined agenda.

## ANNOUCEMENTS

- A. Next, Day of Play will be held on May 18, 2024, at Emmanuel P. Johnson Recreation Center
- B. Children's Summit 2024-Save the Date: September 12, 2024
- C. Next, Regular Board of Directors Meeting is scheduled for June 24, 2024

## PUBLIC COMMENT II

There was no Public Comment II.

ADJOURNMENT

*Citing the time, Dr. Shawn Robinson made a motion to adjourn the meeting at 4:02 pm. Amanda Jae made a second. The motion carried unanimously.*

Read and approved by: Aakash Patel 08/26/24

*Aakash Patel, Chairman of ELCH Board of Directors*

*Date*

**Signature:**   
Aakash Patel (Aug 26, 2024 15:48 EDT)

**Email:** aakash@elevate-inc.com

# 04.15.2024 Board of Directors Meeting Minutes\_Approved

Final Audit Report

2024-08-26

Created:	2024-08-26
By:	Nancy Will (nwill@elchc.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAfITXJVszji74iM9kmpWWIJuj4p0ynuoa

## "04.15.2024 Board of Directors Meeting Minutes\_Approved" History

-  Document created by Nancy Will (nwill@elchc.org)  
2024-08-26 - 7:42:27 PM GMT
-  Document emailed to Aakash Patel (aakash@elevate-inc.com) for signature  
2024-08-26 - 7:42:35 PM GMT
-  Email viewed by Aakash Patel (aakash@elevate-inc.com)  
2024-08-26 - 7:47:21 PM GMT
-  Document e-signed by Aakash Patel (aakash@elevate-inc.com)  
Signature Date: 2024-08-26 - 7:48:18 PM GMT - Time Source: server
-  Agreement completed.  
2024-08-26 - 7:48:18 PM GMT