



Executive Committee Meeting
June 28th, 2016; 10:00 AM
Early Learning Coalition Board Room

Committee Attendees: Adrian Alfonso; Gilda Ferradaz (via conference call); Bob Eadie (via conference call); Russell Benford

Absent Committee:

Staff Attendees: Mercy Castiglione; Lisney Badillo; Lisa Sanabria; Evelio Torres; Jackye Russell; Pamela Hollingsworth; Salvatore Martorano; Ileana Vallejo; Milton Silvera;

I. Welcome and Introductions **Adrian Alfonso**

- A. Alfonso called the meeting to order and welcomed everyone. Quorum was established.

II. Approval of Minutes **Adrian Alfonso**

- Motion to approve minutes by R. Benford.
 - Motion seconded by G. Ferradaz.
 - Motion was unanimously passed.

III. Resolutions

- Resolution 06282016 authorizes the President and CEO to award and negotiate the Public Awareness and Outreach Campaign contract to KIVVIT communications in accordance with recommendations given by the Board of Directors Sub-committee. Fiscal Impact: The contract is not to exceed \$198,000.00 subject to approval for legal sufficiency and form. Funding Source: Office of Early Learning.
 - Motion to approve resolution by B. Eadie.
 - Motion seconded by R. Benford.
 - Motion was unanimously passed.
- Resolution 06282016-02 authorizes the President and CEO to co-fund the Florida HIPYPY Training and Technical Assistance Center for HIPYPY Monroe County. Fiscal Impact: The co-funded amount is not to exceed \$60,000.00 for fiscal year 2016-2017, subject to approval for legal sufficiency and form. Funding Source: Office of Early Learning



- Motion to approve resolution by B. Eadie.
 - Motion seconded by R. Benford.
 - Motion was unanimously passed.

- Resolution 06282016-03 present the proposal evaluation committee results of RFP#ELCMDM2016-03 (General Contractor Services) to the Board Executive Committee and recommend selection of H.A. Contracting as well as authorize and approve the President and CEO to negotiate and execute a contract with H.A. Contracting which is the highest scoring proposer. Fiscal Impact: Not to exceed \$1,260,000.00 for the fiscal year 2016-2017, which is subject to the availability of funding. Funding Source: The Department of Health and Human Services Administration for Children and Families Office of Head Start, Office of Early Learning. The Children’s Trust, Department of Children and Family’s Refugee, Miami Dade County Public School – Teenage Parent Program.
 - Motion to approve resolution by R. Benford.
 - Motion seconded by B. Eadie.
 - Motion was unanimously passed.

- Resolution 06282016-04 authorizes the President and CEO to request a Non-Federal Share Waiver from obligation to Early Head Start totaling \$4,223,156.00.00 Fiscal Impact: Not to exceed \$4,223,156.00 for fiscal year 2015-2016, subject to approval for legal sufficiency and form. Funding Source: Administration for Children and Families U.S. Department of Health and Human Services.
 - Motion to approve resolution by B. Eadie.
 - Motion seconded by R. Benford.
 - Motion was unanimously passed.

- Resolution 06282016-05 Authorize the President and CEO to utilize Start-up funds for repairs and improvements to Early Head Start childcare centers. Fiscal Impact: Not to exceed \$1,110,426.00 for fiscal year 2015-2016, subject to approval for legal sufficiency and form. Funding Source: Administration for Children and Families U.S. Department of Health and Human Services.
 - Motion to approve resolution by B. Eadie.
 - Motion seconded by R. Benford.
 - Motion was unanimously passed.

- Resolution 06282016-06 authorize the President and CEO to execute a Budget Revision reallocating funds from budget line item Other to the Equipment line item. Fiscal Impact: The fiscal impact is not to exceed \$300,000.00 or fiscal year 2015-2016, subject to approval for legal sufficiency and form. Funding Source: Administration for Children and Families U.S. Department of Health and Human Services.
 - Motion to approve resolution by R. Benford.



- Motion seconded by B. Eadie.
 - Motion was unanimously passed.

- Resolution 06282016-07 authorize Evelio Torres the President and CEO to negotiate and execute an agreement with South Florida Workforce Investment Board and receive funds as per resolution attached. Fiscal Impact: A total amount of approximately \$1,000,000.00 for fiscal year 2015-2016, subject to approval for legal sufficiency and form. Funding Source: South Florida Workforce Investment Board.
 - Motion to approve resolution by R. Benford.
 - Motion seconded by B. Eadie.
 - Motion was unanimously passed.

- Resolution 06282016-08 Authorizes the President and CEO to apply for, execute, and receive funds from Department of Health & Human Services, Administration for Children and Families (HHS/ACF) Early Head Start Child Care Partnership: Funding Opportunity number: HHS-2016-ACF-OHS-HP-1181, Early Head Start Expansion and Early Head Start-Childcare Partnership Grant, which was released on Thursday, June 23rd. Fiscal Impact: The contract is approximately \$8,000,000.00 for fiscal year 2016-2017, subject to approval for legal sufficiency and form. Funding Source: Department of Health & Human Services, Administration for Children and Families (HHS/ACF) Early Head Start
 - Motion to approve resolution by B. Eadie.
 - Motion seconded by R. Benford.
 - Motion was unanimously passed.

- Resolution 06282016-09 authorize the President and CEO to execute a Budget Revision reallocating funds from budget line item Other to the Contractual line item. Fiscal Impact: The fiscal impact is not to exceed \$3,600,000.00 or fiscal year 2015-2016, subject to approval for legal sufficiency and form. Funding Source: Administration for Children and Families U.S. Department of Health and Human Services
 - Motion to approve resolution by B. Eadie.
 - Motion seconded by R. Benford.
 - Motion was unanimously passed.

- Resolution 06282016-10 Authorize the President and CEO to execute a Budget Revision reallocating funds from budget line item Other to the Travel line item. Fiscal Impact: The fiscal impact is not to exceed \$75,000.00 or fiscal year 2015-2016, subject to approval for legal sufficiency and form. Funding Source: Administration for Children and Families U.S. Department of Health and Human Services.
 - Motion to approve resolution by B. Eadie.
 - Motion seconded by R. Benford.
 - Motion was unanimously passed.



IV. Board Attendance

Evelio Torres

- E. Torres stated that due to cancellations in flights it has become increasingly difficult for Monroe County Board members to physically attend Board meetings. E. Torres suggested a reduction in board meetings from 10 to 6 meetings per year or to approve Monroe County members to attend via conference call.
- B. Eadie stated that attending in person is very important and did not agree with accepting attendance via conference call.
- A. Alfonso stated his concern with having only 6 meetings since Board members are allowed 2 absences that would mean only 4 meetings will be attended.
- E. Torres suggested that these concerns be taken to the Governance and Bylaws Committee meeting for a final decision.

V. Adjourn

Adrian Alfonso