



Executive Committee Meeting  
December 15, 2009; 9:30 a.m.  
Conference Call

**Committee Attendees:** Octavio A. Verdeja, Jr. (attended via conference call); Yesenia Perkins (attended via conference call); Gerald K. Schwartz, Esq. (attended via conference call); Dabney G. Park, Jr., Ph.D. (attended via conference call)

**Committee Absentees:** Yvonne T. Johnson, M.D.

**Staff Attendees:** Evelio Torres (President/CEO); Leana Pena; Angelo Parrino; Melody Thelwell; Blythe Robinson; Pam Hollingsworth

<b>I. Welcome and Introductions</b>	<b>Octavio A. Verdeja, Jr., Chair</b>
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- O. Verdeja called the meeting to order.

<b>II. Legal Services</b>	<b>Octavio A. Verdeja, Jr., Chair</b>
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- G. Schwartz stated that the Legal Services Committee conducted the second set of interviews for legal services. The Committee had a discussion earlier that morning and narrowed down the candidates to two law firms, Weiss and Tew Cardenas. The Committee felt both firms were very qualified. The Committee made the decision to go with Tew Cardenas. Tew Cardenas has a strong presence in Tallahassee, the ELC is comfortable with their work product, and the Committee feels comfortable that they will do a good job. The Committee has some concern with how they bill but ELC staff will address that issue with them personally.
- O. Verdeja stated that when Tew Cardenas is officially selected, the ELC would have to ensure that they can agree on the fees.
- E. Torres stated that the Executive Committee can take this selection to the Board and get the Board's final approval. He stated it was a good idea to share the recommendation from the Legal Services Committee and Executive Committee, but allow the Board to make the final decision so that they have some ownership of the decision.
- O. Verdeja expressed concern that the next Board meeting would not take place until February.
- G. Schwartz stated the ELC should continue to use their current legal services contract until the Board makes the final decision and then they can begin using services with Tew Cardenas.
- E. Torres stated he would ensure ELC staff begin drafting the contract with Tew Cardenas.



- O. Verdeja stated it was best to draw up the contract immediately and not wait until February.
- E. Torres confirmed authorization to negotiate and draw up the contract with Tew Cardenas.

<b>III. Resolutions for TAPP Program</b>	<b>Octavio A. Verdeja, Jr., Chair</b>
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- Motion to approve Resolution 121509-01 to authorize the President and CEO to receive and execute the School Board of Miami-Dade County's Teenage Parent Program (TAPP) subsidized childcare services grant/contract.
  - B. Park moved to approve the motion.
  - Motion was seconded by Y. Perkins.
  - Motion was unanimously passed.
- Motion to approve Resolution 121509-02 to authorize the President and CEO to execute a sub-contract agreement for the Teenage Parent Program (TAPP) childcare services with Miami-Dade County.
  - B. Park moved to approve the motion.
  - Motion was seconded by Y. Perkins.
  - Motion was unanimously passed.

<b>IV. Informational Items</b>	<b>Octavio A. Verdeja, Jr., Chair</b>
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- P. Hollingsworth stated that the WAGES program is administered by the Children's Forum. Stipends go directly to teachers for professional development. She stated we are on target with our contract. The Children's Trust is projecting to overspend their contract. They have asked the ELC to add additional dollars to the contract. The additional dollars would benefit the child care teachers directly and the demand for stipends has been overwhelming. The additional dollars would be a commitment just for this contract year. Next year the contract would go back to the original \$260,000.
- Motion to authorize the President and CEO to execute the First Amendment to contract, C09-107, with the Children's Forum, Inc. to provide WAGES stipends and technical assistance to the early care and education providers enrolled in the Quality Counts program.
  - B. Park moved to approve the motion.
  - Motion was seconded by Y. Perkins.
  - Motion was unanimously passed.
- O. Verdeja stated the resolutions would be taken to the February Board meeting for ratification.
- O. Verdeja stated that the CEO evaluations would be sent to the Executive Committee. The evaluations would be submitted to him and he will tally them up. He requested that all evaluations be sent to him by January 8<sup>th</sup>. There would be no increases this year therefore the evaluations would just be based on E. Torres' performance.

<b>V. Public Comments</b>	<b>Octavio A. Verdeja, Jr., Chair</b>
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<b>VI. Adjourn</b>	<b>Octavio A. Verdeja, Jr., Chair</b>
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