



Finance Committee Meeting
March 30th, 2016; 10:00 AM
Early Learning Coalition Board Room

Committee Attendees: Adrian Alfonso; Theresa Axford (via conference call); Alex Soto (via conference call); Philip Gassman (via conference call)

Absent Committee: Robert Eadie

Staff Attendees: Mercy Castiglione; Lisney Badillo; Marie-Jose Sanchez; Fiorella Christie; Angelo Parrino; Lisa Sanabria; Evelio Torres; Jackye Russell; Juan Castillo; Pamela Hollingsworth; Sandra Gonzalez

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 T. Axford.
 - Motion seconded by A. Soto.
 - Motion was unanimously passed.

III. Financial Statements **Adrian Alfonso**

- M. Castiglione reviewed the finance statements and stated that they were in line with were they should be at this time of year.
- M. Castiglione stated that the VPK surplus is in line with the projected target.
- M. Castiglione stated that EHS is projecting a surplus due to late enrollment.
- E. Torres stated that attrition is low due to the call center contacting families to remind them of their due dates.

IV. Resolutions **Robert Eadie**

- Resolution 03292016-01 authorizes the President and CEO to negotiate and execute an amendment to Contract PSA15-41 with WELS System Foundation, LLC. Fiscal Impact: The Contract amount increases by \$89,500.00 for a total contract amount not to exceed \$339,500.00 for fiscal year 2015-2016, which subject to the availability of funding. Funding Source: The Children's Trust.



- Motion to approve resolution by T. Axford.
 - Motion seconded by P. Gassman.
 - Motion was unanimously passed.

- Resolution 03292016-02 presents RFP#ELCMDM2016-01 (Early Head Start Formal Education and Credentialing Services) Evaluation Committee's scoring results to the Finance Committee for review and recommendation of vendor selection to the Board of Directors. This resolution also requests authorization and approval for the President and CEO to negotiate and execute a contract with the selected vendor. Fiscal Impact: The Contract amount will not exceed \$200,000.00, which is subject to availability of funding. Funding Source: The U.S. Department of Health and Human Services, Administration for Children and Families.
 - Motion to approve resolution by T. Axford.
 - Motion seconded by P. Gassman.
 - Motion was unanimously passed.

- Resolution 03292016-03 presents RFP#ELCMDM2016-02 (Teenage Parent Program) Evaluation Committee's scoring results to the Finance Committee for review and recommendation of vendor selection to the Board of Directors. This resolution also requests authorization and approval for the President and CEO to negotiate and execute a contract with the selected vendor. Fiscal Impact: The Contract amount will not exceed \$75,000.00, which is subject to availability of funding. Funding Source: Miami-Dade County Public Schools
 - Motion to approve resolution by T. Axford.
 - Motion seconded by P. Gassman.
 - Motion was unanimously passed.

- Resolution 03292016-04 authorize the President and CEO to release a Request for Proposal, select a vendor, negotiate and execute the contract for Assessments, General Repairs/Improvements, and Playgrounds for our Early Head Start child care centers. Fiscal Impact: The contract is not-to-exceed a total amount of \$ 1,200,000.00 for fiscal year 2015-2016, subject to approval for legal sufficiency and form. Funding Source: The Department of Health and Human Services, Administration for Children and Families, Office of Head Start.
 - Motion to approve resolution by T. Axford.
 - Motion seconded by P. Gassman.
 - Motion was unanimously passed.

- Resolution 03292016-05 authorize the President and CEO to negotiate and execute the contracts listed within the background section of this resolution. Adding all funding sources and shared services as allowed under funder's guidelines. Fiscal Impact: A total amount of approximately \$8,738,164.81 for the fiscal year 2016-2017, which is subject to the availability of funding. Funding Source: All Funding Sources



- Motion to approve resolution by T. Axford.
- Motion seconded by P. Gassman.
- Motion was unanimously passed.

V. Informational Items

Adrian Alfonso

- A. Parrino stated that the MDC net increase on children served and paid increased by 2824, this increase contributes to our deficit.
- E. Torres stated that the new process for COE's is doing great and parents are receiving them within 24 hours.
- A. Parrino stated that Monroe County's wait list remains at 0 and no wait list is anticipated.

VI. Adjourn

Adrian Alfonso